

## Business Improvement District (BID) Programme - Annual Report to Devonport Takapuna Local Board 2016/17

### **Attachment B: Devonport Business Association BID programme**

*Devonport Business Association has met the requirements of the BID programme for the 2015/16 financial year for the purpose of striking the targeted rate.*

#### **Reporting Status**

Requirement FY 2015-2016	Status	Comments
A strategic plan for next 3 – 5 years - reviewed every 3 years.	Partially Compliant	2016-2018 Strategic Plan in effect. The recommended minimum timeframe for a Strategic Plan is three years.
Audited financial accounts and audit management letter.	Compliant	Provided
Business plan including: <ul style="list-style-type: none"> <li>A minimum of three key performance indicators and budget allocations for programme areas.</li> </ul>	Compliant	Provided
Annual review report: <ul style="list-style-type: none"> <li>Achievement of previous year's objectives against business plan.</li> </ul>	Compliant	Provided
2017-2018 Indicative Budget	Compliant	Provided
Annual BID programme reporting and alignment meeting between Devonport Takapuna Local Board and business association board.	Compliant	Meeting held 7 March 2016.
BID Programme Agreement	Compliant	Fully signed agreement provided
<b>Summary</b>	Recommend Targeted Rate	Staff are satisfied that Devonport BID is in substantial compliance with policy reporting requirements for the purpose of striking the targeted rate.