

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

Attachment C: Takapuna Beach Business Association BID programme

Takapuna Beach 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. Three years is the recommended minimum time frame for a Strategic Plan. |
| Audited financial accounts and audit management letter. | Compliant | Provided |
| Business plan including: <ul style="list-style-type: none"> A minimum of three key performance indicators and budget allocations for programme areas. | Compliant | Business plan with multiple KPIs presented to 2016 AGM |
| Annual review report: <ul style="list-style-type: none"> Achievement of previous year's objectives against business plan. | Compliant | Annual report presented at the 2016 AGM |
| 2017-2018 Indicative Budget | Compliant | Provided |
| Annual BID programme reporting and alignment meeting between Devonport Takapuna Local Board and business association board. | Compliant | Meeting with Devonport Takapuna Local Board took place 7 March 2017 |
| BID Programme Agreement | Compliant | Fully signed agreement provided. |
| Summary | | Staff are satisfied that Takapuna Beach BID is in substantial compliance with policy reporting requirements for the purpose of the recommendation of this report. |