

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

Attachment C: Howick Business Association BID programme

Howick Business Association has been unable to meet the requirements of the BID programme for the 2015-16 financial year. However, for the purpose of striking the targeted rate for the 2017-2018 year, staff is satisfied that Howick BID will meet requirements based on past performance.

Reporting Status

Requirement FY 2015-2016	Status	Comments
A strategic plan for next 3 – 5 years - reviewed every 3 years.	Compliant	2014-2024 Strategic Plan in effect.
Audited financial accounts and audit management letter.	Non-Compliant	Not provided.
Business plan including: <ul style="list-style-type: none"> A minimum of three key performance indicators and budget allocations for programme areas. 	Non-Compliant	Not provided.
Annual review report: <ul style="list-style-type: none"> Achievement of previous year's objectives against business plan. 	Compliant	Provided.
2017-2018 Indicative Budget	Non-Compliant	Not provided.
Annual BID programme reporting and alignment meeting between Howick Local Board and business association board.	Pending	All BIDs are advised that this meeting must be scheduled before the end of this fiscal year.
BID Programme Agreement	Compliant	Fully signed agreement provided.
Summary	Recommend Targeted Rate	Howick requires monitoring to assure its ability to comply with the BID policy. The recommendation to strike the targeted rate is based on past performance of the Howick BID. Staff will report any further concerns as necessary.