DERBY BID

INVEST | INSPIRE | IMPACT

PROPOSAL & BUSINESS PLAN

2027-2032







ONE CITY CENTRE.
ONE STRONGER BID.

CATHEDRAL QUARTER | ST PETERS QUARTER | BECKETWELL

SEPTEMBER 2026

DERBY BID AT A GLANCE

A single, business-led partnership for Cathedral Quarter, St Peters Quarter and Becketwell — designed to give Derby city centre one stronger voice while protecting local identities.

5 YEARS Proposed BID term: 1 April 2027 to 31 March 2032	**≈1,000** Businesses across the combined footprint	**£2.462m** Illustrative five-year levy income
2.35% Year 1 levy rate for RV £8,000 and above	**£120** Year 1 annual charge for RV £3,000–£7,999	**3** Objectives: experience, business and growth

KEY DATE	MILESTONE
15 October 2026	Ballot papers issued
12 November 2026	Final day of ballot
13 November 2026	Ballot result announced
1 April 2027	St Peters Quarter and Becketwell begin the new term
1 March 2028	Derby BID levy and delivery begin in the Cathedral Quarter
31 March 2032	Proposed five-year term ends

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SECTION 01

FOREWORD

Derby city centre has changed. Its business partnership must change with it.

One city centre. One stronger BID.

DERBY BID

For almost two decades, Cathedral Quarter and St Peters Quarter have shown what can be achieved when businesses work collectively. Our Rangers have supported businesses and visitors, events have brought families into the city, marketing has strengthened the visibility of local businesses and partnership working has helped the business voice influence the issues that matter.

The results are visible in the day to day life of the city centre. Businesses have had a regular point of contact on the streets; visitors have received a warm welcome; environmental issues have been identified and followed up; independent businesses have been promoted; and established events and seasonal activity have given people reasons to visit. The annual reports from the current term provide clear evidence of that work, from thousands of Ranger hours and business visits to major family events, safety initiatives, floral and festive displays, business communications and additional financial and in kind support secured for the area.

Since businesses last voted for the current BID terms, Derby has entered a new phase. Becketwell has brought major leisure, cultural and residential investment into the heart of the city. Derby Market Hall has reopened, the University of Derby Business School is welcoming students and staff, and wider public realm improvements are changing the way people move around and experience the centre. Footfall, travel patterns and customer expectations increasingly cross the traditional quarter boundaries. Businesses need coordinated delivery, clearer communication and a stronger voice across the whole city centre.

The proposal is therefore to bring Cathedral Quarter, St Peters Quarter and Becketwell into one Business Improvement District operated by Derby BID Ltd. This is not about making every place look or feel the same. Each area has its own identity, trading patterns and priorities, and those differences must continue to be recognised. The opportunity is to combine resources, expertise and influence while retaining the character that makes each part of Derby special.

We are proud of what our businesses, Boards, team and partners have achieved. Those successes give the new BID a strong foundation, but they are not a reason to stand still. The city has changed and will continue to change. Our five year terms give businesses the opportunity to review what matters, refocus activity and make sure the BID remains relevant to the challenges and opportunities ahead.

This plan builds on what works: visible Rangers, events and animation, practical business support, promotion, environmental improvements and strong public private partnerships. It also gives us greater capacity to respond to vacancy, investment, accessibility, changing consumer behaviour and the need for a clear and consistent city centre narrative. Working as one BID will allow us to coordinate activity more effectively, use data and resources more intelligently and represent businesses with greater weight.

We are excited to begin this next chapter with a renewed focus and a more joined up approach for Derby. Delivery will continue to be guided by the priorities of levy payers, supported by transparent reporting and regular opportunities for businesses to shape the programme. We encourage every levy payer to engage with the BID, challenge us constructively and work with us to create the safe, welcoming and vibrant city centre we all want Derby to be.

Fraser Cunningham & Helen Wathall MBE
Chairs, Cathedral Quarter BID & St Peters Quarter BID

SECTION 02

EXECUTIVE SUMMARY

A five-year plan to invest, inspire and create measurable impact.

Derby BID is proposed as the business-led, not-for-profit company responsible for delivering an enhanced programme of services across Cathedral Quarter, St Peters Quarter and Becketwell. Subject to a successful ballot, the BID will commence on 1 April 2027 and end on 31 March 2032. Liability and delivery will begin in St Peters Quarter and Becketwell on 1 April 2027 and in the existing Cathedral Quarter BID area on 1 March 2028 (once their BID term has finished).

The proposition

- One accountable company, Derby BID Ltd, with a clear private-sector majority on its Board;
- Up to 15 directors, combining experienced directors from the two established BIDs with new representatives from across the wider area;
- Direct management by a BID Manager and team, without an external management company;
- Locally responsive delivery for Cathedral Quarter, St Peters Quarter and Becketwell within one strategic and financial framework;
- An illustrative five-year levy income of £2,462,000 plus £225,000 of additional income, giving total planned investment of £2,687,000; and
- Three objectives that turn business priorities into a focused delivery programme.

1 THE DERBY EXPERIENCE

A safe, attractive and welcoming city centre, supported by Rangers, events and environmental improvements.

2 BUSINESSES & ORGANISATIONS

Communication, promotion, practical support and a consistent voice on the issues affecting business.

3 GROWTH & INVESTMENT

Support for investment, reduced vacancy, stronger partnerships and additional funding for the area.

SECTION 03

OUR TRACK RECORD

Nearly 20 years of local BID experience provide a strong platform for the next term.



Events and animation have helped bring families and visitors into Derby city centre.

23,000+ Ranger business visits	**22,000+** Visitors to flagship family events
11,000+ CQ Ice Rink visits in 2025	**300+** Floral and festive displays
£342,000+ Savings and in-kind support secured	**80+** Events funded, sponsored or supported

Visible support and a safer trading environment

Over the last three years of the current Cathedral Quarter and St Peters Quarter BID terms, Rangers completed 19,030 hours on duty and 23,000 business visits, alongside more than 3,200 recorded public or ambassadorial engagements. This visible service was reinforced through the Storewatch Radio scheme, business crime meetings, participation in coordinated safety activity and close working with Derbyshire Constabulary, Derby City Council and the Derbyshire Business Crime Reduction Partnership. The BID also supported practical initiatives including CPR and defibrillator training, a maintained public defibrillator and emergency bleed kit, and regular Community Action Group meetings. Derby retained Purple Flag status for a thirteenth consecutive year in 2026, supported by the BID and city partners.

Events that created reasons to visit

More than 80 events funded, sponsored or supported over the last three years. These included A Jurassic Day Out, Celebrate Sadler Gate, the Cathedral Quarter Street Circus, Character Meet and Greets, St Peters Quarter Christmas Markets, Green Week celebration Days, and a range of partner-led cultural activity including Derby Folk Festival, Derby Feste, Museum of the Moon. A Jurassic Day Out attracted around 6,000 people in 2024, while the first Cathedral Quarter Street Circus welcomed around 3,000.

Promoting businesses and improving the place

Over the same period the BIDs provided 262 hanging baskets, 53 three-tier planters and 236 solar hanging Christmas trees, alongside recurring bunting, cross-street lighting, installation of vinyl on vacant-units and coordinated clean-up activity. Marketing activity included working with Derby City Council on the Festive Derby Guide, promoting the city and its businesses to more than 374,000 households over three years, alongside food and drink promotion, newsletters and ebulletins. In 2025/26, Cathedral Quarter social media generated 1.3 million Facebook views and more than half a million TikTok views. Business communications reached a mailing list of more than 3,000 subscribers.

Creating value beyond the levy

In our current BID term alone we have seen more than £342,000 in savings, in-kind support and grants generated for Cathedral Quarter and St Peters Quarter projects and businesses. The BID also maintained a business voice in the City Centre Task Force, Destination Derby Board, Pubwatch, the Proactive Engagement Partnership, the Derbyshire Business Crime Reduction Partnership, the Derby Economic Development Advisory Committee and other local and national forums. This representation has helped businesses remain connected to major changes including Becketwell, Derby Market Hall, Osnabruck Square, public-realm works and the University of Derby Business School.

What the established BIDs have built

- a visible, approachable presence through BID Rangers;
- recognisable event programmes and seasonal activity;
- trusted communication channels with businesses and partners;
- practical support, signposting and problem-solving;
- strong working relationships with Derby City Council, Derbyshire Constabulary and other city partners; and
- experience of managing levy income, reporting performance and responding to changing trading conditions.

The value created by a BID

The practical value of a BID is wider than the projects it purchases directly. A BID creates a permanent business-led structure through which local concerns can be collected, prioritised and represented. It provides staff and systems able to follow an issue through, maintain relationships with decision-makers and ensure that businesses are not required to navigate public agencies individually every time a problem arises.

A BID also creates continuity. Public funding programmes, Council priorities and individual business circumstances can change quickly. The levy provides a relatively stable income stream and a defined mandate approved by businesses. This allows activity to be planned over several years, while annual delivery plans retain enough flexibility to respond to changing conditions.

The existing Derby BIDs have demonstrated the importance of that continuity through periods of economic uncertainty, changes in consumer behaviour and major city-centre redevelopment. They have been able to maintain communication, keep a visible presence on the streets, support events and campaigns and contribute a business perspective to strategic discussions.

Why this matters for the combined BID

The proposed Derby BID does not begin without experience. It brings together two established organisations, an experienced local team, existing supplier and partner relationships and a substantial record of delivery. That foundation reduces transition risk and allows the new company to focus on improving reach, consistency and value rather than building every process from the beginning.

The wider footprint also creates opportunities to use evidence more effectively. Operational information gathered through Rangers, business contacts, footfall data, events and partner meetings can be considered across the city centre. Common issues can be addressed collectively, while local patterns can still influence where activity is deployed.

Past activity should nevertheless be reviewed critically. The new Board should identify which projects have produced clear business value, which need to be redesigned for a larger area and which should end. The purpose of a renewal and merger proposal is not to preserve every historic activity; it is to use established knowledge to produce a stronger programme for the next five years.

SECTION 04

WHY ONE DERBY BID

The customer journey and the business environment do not stop at quarter boundaries.

Cathedral Quarter and St Peters Quarter have distinct histories, offers and audiences. Becketwell introduces a major new leisure and cultural destination. Together they form an increasingly connected city-centre economy. A coordinated BID can plan at the scale at which visitors, investors, employees and businesses already experience Derby.

The benefits of one operating model

BENEFIT	WHAT IT MEANS IN PRACTICE
A stronger voice	A single evidence-led position on safety, access, public realm, investment and city-centre management.
Greater reach	Coordinated campaigns, events and communications that connect destinations and encourage longer visits.
Better value	Shared systems, procurement, data and management capacity across a larger levy base.
Clearer accountability	One Board, one annual plan, one set of accounts and transparent performance reporting.
More leverage	A stronger platform for partnership funding, sponsorship, grants and in-kind support.
Local responsiveness	Working groups and area-level insight so delivery reflects different trading environments.

One strategy does not mean a one size fits all delivery.

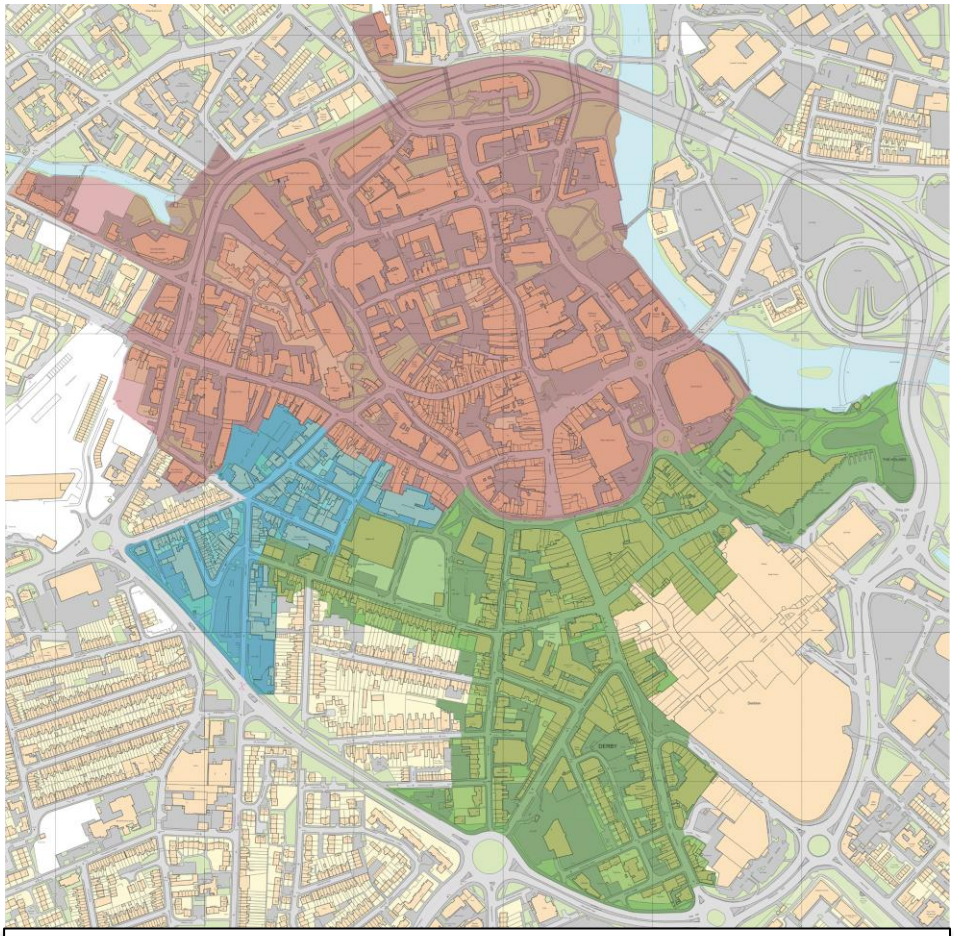
A CORE PRINCIPLE OF THE PROPOSAL

The Board will balance city-wide priorities with local intelligence. Annual delivery plans should identify which activities operate across the whole footprint and which are targeted to a particular area, audience or business need.

SECTION 05

THE BID AREA

A combined footprint covering Cathedral Quarter, St Peters Quarter and Becketwell.



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The combined area contains nearly 1,000 businesses and organisations. It includes established retail, hospitality, professional services, culture, leisure, education, visitor attractions and a growing residential and evening economy. The mix is a strength: it gives the BID a broad base of knowledge, networks and customer audiences.

Three complementary places

AREA	ROLE WITHIN THE CITY CENTRE
Cathedral Quarter (burgundy on the map above)	Historic core, independent businesses, professional services, culture, hospitality and destination streets.
St Peters Quarter (green on the map above)	Retail and commercial heart, key gateways, transport links and high-footfall streets.
Becketwell (blue on the map above)	Major regeneration area centred on leisure, culture, events, new homes and emerging commercial activity.

SECTION 06

HOW A BID WORKS

A business-led mechanism for funding additional local services.

A Business Improvement District is a defined area in which eligible business ratepayers vote on a proposal and, if the ballot succeeds, pay a levy to fund the additional services set out in the approved arrangements. The levy is separate from business rates and is used for the benefit of the BID area.

1. A BID proposer develops a proposal and business plan after consultation with businesses and partners.
2. Derby City Council instructs the statutory Ballot Holder, who independently issues ballot papers to eligible voters.
3. The proposal must secure both a majority of votes cast and a majority by rateable value of votes cast.
4. If successful, the levy becomes mandatory for all eligible hereditaments, irrespective of whether or how they voted (detail levy criteria can be found in section 13 'Levy Rules' of this business plan).
5. The Council bills and collects the levy and transfers funds in accordance with an operating agreement.
6. Derby BID Ltd delivers the approved programme, reports performance and remains accountable to its members and levy payers.

Additionality

BID money must fund activity that is additional to the baseline statutory and public services already provided. It is not a substitute for the Council, Police or other public bodies meeting their responsibilities.

The legal framework

The proposal is prepared within Part 4 of the Local Government Act 2003 and the Business Improvement Districts (England) Regulations 2004. References to a hereditament use the rating definition in section 64 of the Local Government Finance Act 1988. The final ballot document and operating agreement will be checked by the appropriate legal and rating advisers.

SECTION 06A

BUSINESS IMPROVEMENT DISTRICTS NATIONALLY

A well-established model of business-led place management.

Business Improvement Districts have operated in England since the statutory framework was introduced in 2004. They now form an established part of local economic development and place management. BIDs operate in city centres, town centres, industrial estates, business parks, tourism destinations and mixed-use areas. Although their locations and programmes differ, they share the same core principle: eligible businesses vote on a defined proposal and, if it is approved, contribute collectively to its delivery.

The British BIDs National BID Survey 2025 reported 345 active BIDs across the British Isles, covering 138,543 business hereditaments and generating approximately £169.9 million in annual levy investment. It recorded 1,109 ballots since the model began, of which 1,002 had been successful, an overall success rate of 90.35%. The median collection rate was 95%.

345 Active BIDs reported in September 2025	**138,543** Business hereditaments represented	**£169.9m** Annual levy investment
90.35% Successful ballots since 2004	**95%** Median levy collection rate	

What strong BIDs have in common

- a clearly defined business mandate and a proposal that can be understood by levy payers;
- a Board with a strong private-sector majority, appropriate skills and clear conflicts procedures;
- a transparent relationship with the billing authority and robust financial controls;
- services that are demonstrably additional to public-sector baselines;
- regular engagement with businesses, including those not represented on the Board;
- published delivery plans, annual reports, accounts and meaningful performance information; and
- a willingness to change activity when evidence shows that a different approach will create more value.

Income beyond the levy

The national survey also shows that many BIDs supplement levy income through grants, sponsorship, voluntary contributions, commercial activity or in-kind support. Such income can extend the programme and allow experimentation, but it should not be treated as guaranteed unless formally committed. Derby BID's core promises must remain deliverable from realistic levy income and prudent assumptions.

National sources

British BIDs, The 2025 Annual BID Survey and Report; UK Government guidance on Business Improvement Districts; Local Government Act 2003 and the Business Improvement Districts (England) Regulations 2004.

SECTION 06B

BALLOT AND TRANSITION

A clear route from consultation to one operating company.

WHEN	WHAT HAPPENS
Summer 2026	Business consultation, workshops and development of the proposal.
Autumn 2026	Final business plan, formal BID ballot and transition preparation.
15 October 2026	Ballot papers issued.
12 November 2026	Ballot closes.
13 November 2026	Result announced.
1 April 2027	Derby BID term begins for St Peters Quarter and Becketwell.
1 March 2028	Derby BID levy and delivery begin in the Cathedral Quarter.
31 March 2032	The Derby BID term ends unless renewed through a further ballot.

A managed transition

The transition plan will protect service continuity, data, staff, supplier relationships and communications. Existing directors will provide experience and continuity, while new directors and working-group participants will broaden representation across the expanded footprint.

- agree company, banking, insurance and statutory registrations;
- confirm staff transfer or appointment arrangements and delegated authorities;
- complete the operating agreement and baseline service statements with Derby City Council;
- migrate contracts, data, policies, websites and communication channels;
- publish the first annual delivery plan and performance dashboard; and
- communicate clearly with businesses about when liability and services begin in each area.

The ballot test

The proposal can proceed only if it passes both statutory tests. More than half of the votes cast must be in favour and the aggregate rateable value of the hereditaments voting in favour must exceed the aggregate rateable value voting against. For this ballot test, section 50(6) of the Local Government Act 2003 uses the rateable value shown on the day of the ballot; this is distinct from the 1 October 2026 baseline used for the proposed levy calculation. An eligible ratepayer responsible for several hereditaments may receive a ballot paper for each eligible hereditament.

Derby City Council will instruct the statutory Ballot Holder and provide the relevant rating information. The Ballot Holder will conduct the postal ballot independently, publish the Notice of Ballot at least 42 days before the ballot day, issue ballot papers at least 28 days before it and certify and declare the result as soon as practicable after the count. Businesses should ensure that the Council and BID team have the correct named voter and correspondence address before the voter list is finalised.

Effect of a successful ballot

If the double majority is achieved, the approved BID arrangements become binding. The levy is then payable by every eligible ratepayer in the area, including those who did not vote or voted against the proposal. The obligations of Derby BID Ltd and Derby City Council will be governed by the approved proposal, the Regulations, the operating agreement and the final levy rules.

SECTION 07

BUSINESS CONSULTATION

The August 2026 launch work identified six practical themes for consultation. These provide a structured starting point, not a predetermined answer. Businesses were asked where collective investment can make the greatest difference and how priorities vary by place, sector, size and time of day.

CONSULTATION THEME	QUESTIONS FOR BUSINESSES
Safety and reassurance	Where and when is visible support most needed? What would improve confidence for staff and customers?
Cleansing and public realm	Which additional environmental services would make the greatest visible difference?
Footfall and events	Which audiences, seasons and types of activity should be prioritised?
Visibility and promotion	How can the BID promote individual businesses, destinations and Derby as a whole?
Access, parking and signage	Which practical barriers affect customers, deliveries and staff?
Representation and support	Which issues require a stronger collective voice or direct business assistance?

SECTION 07A

Research and consultation

Business feedback has shaped the priorities, activities and commitments in this plan.

The development of the Derby BID proposal has been informed by consultation with businesses across Cathedral Quarter, St Peters Quarter and Becketwell. The process was designed to understand how businesses view the city centre now, which existing BID services they value and where collective investment could make the greatest difference during the next five years.

A detailed business survey was supported by direct conversations, business visits, workshops, briefings and opportunities to provide written feedback. This allowed the research to identify priorities shared across the proposed BID area while also recognising that different locations and sectors experience the city centre in different ways.

What the research explored

RESEARCH AREA	WHAT BUSINESSES WERE ASKED
Current BID activity	Awareness of existing projects and how beneficial businesses consider them.
The city centre experience	Views on safety, attractiveness, access, parking, reasons to visit and the business community.
Future activity	The projects and services businesses would value from a combined Derby BID.

How the findings shaped the plan

The results showed a consistent need for visible support, safer and better-maintained streets, improved access, stronger promotion, increased number of events to boost footfall and a more coordinated business voice. They also highlighted the importance of protecting the character and priorities of each area within a single operating structure.

These messages have been translated into three objectives covering The Derby Experience, Businesses and Organisations, and Growth and Investment. The objectives provide a five-year framework, while annual budgets and ongoing working groups with businesses throughout the BID term will allow activity to respond to changing business needs.

SECTION 07A

RESEARCH RESULTS

Safety, visible support, and the appearance of the city centre came through most strongly.

Crime and safety was the clearest priority throughout the research. Street-based drug and drink issues, rough sleeping and begging, personal safety and business crime were all rated as important concerns. Parking and access, targeted cleansing and the condition of vacant or neglected property also featured prominently.

The strongest city centre concerns

CITY CENTRE ISSUE	POOR OR VERY POOR	IMPORTANT OR VERY IMPORTANT
Drug and drink issues on the streets	**81%**	**93%**
Street begging and rough sleeping	**74%**	**88%**
Cost of parking	**64%**	**84%**
Crime and safety in private car parks, back yards and alleys	**60%**	**81%**
Personal safety during the evening and at night	**58%**	**86%**
Crime and safety generally	**53%**	**93%**

The projects businesses would value

FUTURE PROJECT	RATED HIGHLY BENEFICIAL
Continued intervention support including CCTV, bleed kits, defibrillators and anti-spiking measures	**87%**
More parking initiatives for the public	**89%**
Targeted cleaning and litter control in addition to Council provision	**81%**
Improving the appearance of derelict and vacant buildings and sites	**78%**
Night-time security patrols at key seasonal periods	**81%**
Parking initiatives for staff	**78%**

Visible services and reasons to visit

The Ranger service was the strongest-performing existing BID activity, with 87% rating it highly beneficial. Partnership work addressing substance misuse, rough sleeping and begging was rated highly beneficial by 78%, as were BID-funded or supported events. CCTV support was rated highly beneficial by 73%, while Christmas lighting, floral displays and additional cleansing also received strong support.

Looking ahead, 73% rated increased digital promotion highly beneficial, 77% supported continued business crime partnership membership and DISC access, 75% valued additional planting and a coordinated events calendar, and 74% supported annual footfall-driving events. Grant funding was rated highly beneficial by 71% of participating businesses, and improved communication by 72%.

SECTION 07B

FROM EVIDENCE TO DELIVERY

The proposed objectives respond directly to the priorities identified by businesses.

Written feedback reinforced the survey findings. Businesses repeatedly raised safety, street-based issues, parking and access, cleansing, vacant units, events, promotion and the need for better communication and collaboration. Some also asked for reassurance that local identities and priorities would remain visible within a larger BID.

WHAT BUSINESSES TOLD US	HOW THE PLAN RESPONDS
Visible support and action on crime, anti-social behaviour and street-based issues remain the highest priorities.	A visible, enhanced Ranger service, coordinated safety activity, intelligence sharing and practical intervention support form a central part of The Derby Experience.
Parking, access, cleansing and the appearance of streets and vacant sites affect confidence in the city centre.	The BID will provide additional environmental activity and represent businesses on parking, access, wayfinding and public-realm issues.
Events and stronger promotion are needed to increase footfall and encourage repeat visits.	Events, animation, coordinated campaigns and digital promotion will support businesses, local clusters and city-centre destinations.
Vacant units and changing property use require a more coordinated response.	The Growth and Investment objective will build relationships with owners, agents, investors, developers and partners, supported by vacancy and footfall insight.
Businesses want practical support, stronger relationships and more opportunities to influence decisions.	Regular communications, training, signposting, networking, consultation and working groups will provide several ways for levy payers to take part.
Local priorities and identities must remain visible within the combined BID.	Area and sector working groups, locally responsive annual plans and geographic reporting will retain a clear focus on Cathedral Quarter, St Peters Quarter and Becketwell.

Support and accountability

The BID cannot replace statutory services or make decisions reserved for the Police, Council or other public bodies. It can fund additional activity, gather evidence, coordinate partners and represent businesses collectively. Progress will be reported against clear measures so levy payers can see what was delivered and what changed as a result.

SECTION 08

VISION AND OBJECTIVES

Vision – To create a safer, more welcoming and better-connected Derby city centre, with an enhanced look and feel, vibrant events and a stronger environment for investment powered by its businesses.

The three objectives from the Derby BID launch presentation provide the organising framework for the five-year programme. They are deliberately broad enough to respond to changing circumstances, but focused enough to support clear annual plans, budgets and performance measures.

1 THE DERBY EXPERIENCE

A safe, attractive and welcoming city centre, supported by Rangers, events and environmental improvements.

2 BUSINESSES & ORGANISATIONS

Communication, promotion, practical support and a consistent voice on the issues affecting business.

3 GROWTH & INVESTMENT

Support for investment, reduced vacancy, stronger partnerships and additional funding for the area.

Annual delivery plans

The Business Plan sets the five-year direction. Each year the Board will publish a delivery plan showing the specific projects, budgets, geographic focus, milestones and measures for the year ahead. Material changes will remain within the overall vision, objectives and legal scope of the approved BID arrangements.

SECTION 08.1

THE DERBY EXPERIENCE

Safe. Attractive. Welcoming.



Partnership working and visible teams help businesses, visitors and communities feel supported.

People form an impression of a city centre through everyday details: how welcome they feel, whether streets appear cared for, how easy it is to find their way, and whether there is a reason to return. Derby BID will coordinate additional activity that improves those experiences across daytime, evening and event periods.

Key Projects and Activities

a) a visible, enhanced Ranger service providing reassurance, business liaison, visitor support and intelligence;
b) additional cleansing, environmental reporting and rapid response to recurring issues;
c) floral, festive, lighting and public realm enhancements that strengthen the area's sense of place;
d) events, animation and campaigns that increase footfall and encourage repeat visits;
e) better coordination of access, wayfinding, parking and visitor information; and
f) partnership activity that complements Police, Council and other statutory services.

SECTION 08.1

DELIVERING THE DERBY EXPERIENCE

Visible services with clear outcomes.

ACTIVITY	INTENDED OUTCOME	ILLUSTRATIVE MEASURE
Rangers and business liaison	Businesses have a trusted first point of contact and visitors receive practical help.	Hours on duty, business visits, visitor engagements, incidents supported, intelligence shared, referrals and satisfaction.
Cleansing and environmental response	Cleaner, more attractive and better-maintained streets.	Issues logged/resolved, additional cleans, displays, business feedback.
Floral, festive, lighting and presentation initiatives	A stronger sense of place and welcoming, distinctive destinations throughout the year.	Floral and festive installations, lighting schemes, areas enhanced, maintenance standards and business or visitor feedback.
Events and animation	Increased footfall, more reasons to visit and stronger repeat engagement with the BID areas and their businesses.	Attendance, dwell time, campaign reach, participating businesses.
Wayfinding and access	Customers can plan and navigate their visit more easily.	Information reach, issues escalated, improvements secured.
Partnership working and coordinated safety activity	Better intelligence, prevention and coordinated responses between Police, Council and other statutory services.	Partnership meetings, briefings, intelligence reports, joint operations, actions delivered and perceptions of safety.

How this remains additional

Derby BID will maintain a baseline statement with Derby City Council and relevant partners. The annual report will distinguish statutory or core provision from the additional activity purchased, coordinated or leveraged by the BID. Where the BID advocates for improved public services, that representation is itself an additional business service; it does not transfer the public body's responsibility to levy payers.

Local targeting

Ranger routes, environmental work and event activity can vary between Cathedral Quarter, St Peters Quarter and Becketwell in response to footfall patterns, incidents, opening hours and business feedback.

SECTION 08.1

MEASURING THE DERBY EXPERIENCE

A balanced dashboard of activity, outcomes and perception.

Core measures

- number and coverage of Ranger business visits;
- visitor interactions and business referrals;
- reported environmental and safety issues, with resolution or escalation status;
- attendance and business participation in events and animation;
- digital reach of visitor campaigns and practical information;
- business and visitor perceptions of welcome, safety and presentation; and
- additional partner activity or investment secured.

Measurement principles

PRINCIPLE	APPLICATION
Baseline first	Where possible, establish a pre-term position so change can be assessed.
Separate outputs and outcomes	Count activity, but also test whether it changed confidence, behaviour or conditions.
Report by area	Show geographic coverage and explain purposeful differences in deployment.
Use proportionate methods	Combine operational data with concise surveys, case studies and partner evidence.
Publish openly	Produce an annual report to explain progress and lessons.

SECTION 08.2

BUSINESSES & ORGANISATIONS

Connected. Promoted. Represented.

A BID is strongest when businesses understand it, use it and help shape it. Derby BID will provide a consistent two-way relationship with levy payers: communicating clearly, promoting the city-centre offer, solving practical problems and representing shared interests with evidence and authority.

Key Projects and Activities

a) regular, concise business communications and rapid operational updates;
b) promotion of individual businesses, clusters, events and city-centre destinations;
c) practical support, signposting, and training;
d) networking and collaboration across sectors and areas;
e) structured consultation and working groups that influence annual priorities;
f) representation on safety, access, parking, public realm, investment and other shared issues.

A consistent voice

Derby BID will speak on agreed business priorities, supported by data and direct engagement. It will remain politically impartial and will not claim a single view where businesses hold materially different positions.

SECTION 08.2

SUPPORTING BUSINESS

Practical services, strong communications and useful connections.

ACTIVITY	INTENDED OUTCOME	ILLUSTRATIVE MEASURE
Business communications	Levy payers receive timely, relevant and actionable information.	Open rates of ebulletins, reach, response time, subscriber growth.
Business promotion	A wider audience discovers Derby businesses and destinations.	Campaign reach, referrals, participating businesses, content engagement.
Support and training	Businesses access knowledge, savings and specialist help.	Sessions, attendance, referrals, reported benefit.
Networking and collaboration	Businesses create relationships and joint opportunities.	Events, participants, collaborations initiated.
Consultation and working groups	Businesses have meaningful opportunities to shape the BID's annual priorities, projects and activities.	Consultation responses, working-group participation, issues raised and priorities influenced.
Representation	Shared priorities are heard and acted on by decision-makers.	Consultations submitted, meetings, commitments and outcomes secured.

Communication standards

- a maintained levy-payer and stakeholder database managed lawfully and securely;
- plain-English updates that distinguish information, action and consultation;
- accessible digital channels and alternatives for businesses that need them;
- published contact routes and service-response expectations; and
- clear explanation of how decisions are made and how businesses can influence them.

SECTION 08.2

MEASURING BUSINESS VALUE

Participation and usefulness matter more than volume alone.

Core measures

- percentage of levy payers with verified contact details and active communication consent where required;
- engagement with newsletters, alerts, website content and campaigns;
- number and spread of businesses promoted through BID channels;
- participation in training, networking, working groups and consultations;
- business enquiries resolved or successfully referred;
- policy and partnership outcomes influenced by the collective business voice; and
- levy-payer satisfaction, awareness and perceived value.

Inclusive engagement

The combined BID will engage independents and national operators, daytime and evening businesses, large institutions and small hereditaments. Participation will not depend on Board membership. Working groups, surveys, events and direct conversations will provide multiple routes into decision-making.

SECTION 08.3

GROWTH & INVESTMENT

Confident. Collaborative. Future-focused.



Becketwell is changing Derby's visitor and investment landscape.

The city centre is both a trading environment and an investment proposition. Derby BID can help businesses and partners understand performance, respond to vacancy, promote opportunities and secure resources that no single organisation could achieve alone.

Key Projects and Activities

a) promote Derby city centre as a place to invest, operate, work and visit;
b) support coordinated approaches to vacant units and changing property use;
c) provide evidence and insight on footfall, trading conditions and business confidence;
d) build relationships with investors, property owners, agents, institutions and developers;
e) develop fundable projects and pursue grants, sponsorship and partner contributions;
f) ensure the business community has a practical role in city-centre regeneration.

SECTION 08.3

ENABLING GROWTH

Turning a larger footprint into greater influence and leverage.

ACTIVITY	INTENDED OUTCOME	ILLUSTRATIVE MEASURE
Investment and destination promotion	A clearer, more confident proposition for operators and investors.	Enquiries, campaigns, leads, partner feedback.
Vacancy response	Better intelligence and coordinated action on empty premises.	Vacancy data, owner engagement, activations.
Data and insight	Decisions are informed by consistent evidence.	Dashboards, reports, data partnerships, business use.
Investor and property-sector engagement	Encourage collaboration, investment and the development of new opportunities across the city centre.	Investors, owners, agents, institutions and developers engaged; meetings held; leads generated and opportunities progressed.
Funding and sponsorship	Levy income unlocks additional resources and activity.	Applications, match funding, sponsorship, in-kind value.
Strategic partnership	Business needs shape regeneration and service decisions.	Forums attended, proposals influenced, commitments secured.

Working with property interests

Property owners, investors and agents are important partners even where they are not directly liable for the BID levy. Derby BID will seek constructive participation, additional contributions and shared action where property performance, vacancy, public realm or destination marketing interests align.

Leverage, not substitution

External income should extend the programme or accelerate priority projects. It should not weaken the principle that the levy funds the approved additional services for the BID area.

SECTION 08.3

MEASURING GROWTH & INVESTMENT

Evidence of momentum, confidence and resources secured.

Core measures

- vacancy levels and changes in priority locations;
- new openings, relocations, expansions and investment enquiries where information is available;
- property-owner and investor engagement;
- additional funding, sponsorship and in-kind support secured;
- footfall and other agreed city-centre performance indicators;
- business confidence and reported barriers to growth; and
- strategic commitments influenced through partnership working.

Interpreting the data

No BID controls every factor affecting investment or vacancy. Performance reporting will therefore distinguish direct outputs, plausible contribution and wider market conditions. Case studies should explain how the BID's coordination or funding added value without overstating causation.

EVIDENCE TYPE	EXAMPLE
Direct	A grant secured, an activation commissioned or an investor enquiry generated by a BID campaign.
Contributory	A new letting supported through coordinated intelligence, promotion or partner engagement.
Contextual	City-wide footfall, vacancy or confidence data affected by multiple external factors.

SECTION 09

ONE BID, DISTINCTIVE PLACES

Local identity will be protected through participation, planning and transparent reporting.

The combined BID should make it easier to connect Derby's destinations without erasing what makes them different. Cathedral Quarter, St Peters Quarter and Becketwell each have their own business mix, operating rhythms, customer audiences and sense of place. The governance and annual-planning process will recognise those differences.

MECHANISM	HOW IT PROTECTS LOCAL RESPONSIVENESS
Board composition	Directors drawn from across the footprint, with a private-sector majority and a mix of experience and new perspectives.
Working groups	Area, theme or project groups that bring non-directors into programme design.
Annual reports	Clear identification of city-wide and locally targeted activities.
Performance reporting	Geographic coverage shown where meaningful, with purposeful differences explained.
Business consultation	Regular feedback by location, sector, size and trading pattern.
Brand architecture	Derby BID leads the city-centre proposition while established place identities can continue where they add value.

SECTION 10

PARTNERSHIP AND DERBY CITY COUNCIL

Distinct responsibilities, close cooperation and transparent accountability.

Derby BID will work with Derby City Council, Derbyshire Constabulary, transport and cultural partners, property interests, education providers and other organisations whose decisions affect the city centre. BID funding will add to, rather than replace, statutory and baseline public services. Within that wider partnership, Derby City Council has distinct roles: it provides and regulates services, acts as the billing authority, instructs the statutory Ballot Holder, occupies property that may be liable for the levy and is a strategic partner. Keeping these roles separate will protect transparency and accountability.

The Council and the Ballot Holder

Once the statutory requirements are met, the Council must instruct the Ballot Holder and provide the information needed for the ballot. Under regulation 6 of the Business Improvement Districts (England) Regulations 2004, the Ballot Holder is the person appointed as the Council's returning officer under section 35 of the Representation of the People Act 1983. The Ballot Holder independently publishes the notice, issues papers, receives and counts votes, and certifies and declares the result.

The Council as billing authority

Following a successful ballot, the Council will issue levy demands, collect payments, undertake recovery and account for the sums receivable through its BID Revenue Account. Levy funds are separate from the Council's ordinary spending budget and will be applied to the approved BID arrangements and transferred to Derby BID Ltd in accordance with the operating agreement. Demand notices will be accompanied by the information required by Schedule 4 to the Regulations, and the Council and company will reconcile billing, adjustments, collection and arrears regularly.

The Council as a levy payer and partner

Where the Council is the ratepayer for an eligible hereditament, it will be liable for the levy under the same approved rules as other ratepayers. Separately, it may work with Derby BID on projects, provide information or in-kind support and participate in governance through two councillor directors and, where the Board considers it suitable, a senior officer attending without a vote.

> **Business led governance**
> Close Council involvement does not change the central principle that Derby BID will be business-led. The Board must retain a clear private-sector majority and make decisions in the interests of the company, levy payers and the approved BID area.

SECTION 10A

PUBLIC SERVICES AND BASELINE STATEMENTS

Making additionality visible and protecting the purpose of the levy.

The BID levy is intended to pay for additional activity. It is not a replacement for public services funded through business rates, Council tax, grants or statutory budgets. Baseline Service Statements will therefore describe the relevant services expected from Derby City Council and, where appropriate, other public bodies at the start of the term.

Derby City Council will remain responsible for delivering its core city-centre services, including cleansing, access, community safety, maintenance and public amenities. Businesses can also access a broader range of Council-led or commissioned support services designed specifically to meet their needs, including:

- Business support and advice
- Economic information
- Grants, help and support
- Sustainable development
- Licensing
- Travel Planning
- Environmental Health and Safety
- Commercial Waste and recycling
- Business Rates
- Energy efficiency
- Parking permits

Details of these services can be found on the Council's website under the Business Tab www.derby.gov.uk/business

A baseline does not necessarily guarantee that every service remains unchanged for five years. Public bodies may face legislative, financial or operational changes. The purpose is to create transparency: if a service changes materially, the BID Board can understand the effect, represent businesses and decide whether any additional response is appropriate without quietly accepting substitution.

Services to be covered

- City-centre cleansing including; waste, litter, graffiti and environmental enforcement;
- Highways maintenance including details of; street lighting, signs, traffic management and public-realm responsibilities;
- Community safety, and CCTV
- Parking services and car parking
- Public transport information
- Licensing (including trading standards and business regulatory services)
- Environmental Health
- Events, tourism, destination marketing and cultural coordination
- Economic development, and regeneration

Other Public Authorities

- Police

Monitoring basic service provision

The BID team will use business reports, Ranger observations, service data and regular partner meetings to monitor issues relevant to the baseline. The company will not attempt to manage statutory services on behalf of the Council or Police. Its role is to identify evidence, pursue the appropriate route, communicate progress and ensure that additional BID expenditure is recorded separately.

A formal review of the operating agreement and baseline statements should take place at least annually. Material issues should be reported to the Board. The annual report should explain the principal areas of partnership activity, additional value secured and any significant baseline concerns affecting delivery.

SECTION 10B

OPERATING AGREEMENT AND MONITORING

The administrative framework between the Council and Derby BID Ltd.

What the operating agreement should cover

- the definitive BID area, hereditament dataset and agreed levy rules;
- billing timetable, demand notices, adjustments, refunds, recovery and write-off procedures;
- frequency and method for transferring collected funds to Derby BID Ltd;
- financial reconciliation, management information and treatment of collection costs;
- data sharing, confidentiality, security and compliance with data-protection law;
- arrangements for new properties, rating-list alterations, occupation changes, splits, mergers and deletions;
- monitoring meetings, service standards, disputes and escalation;
- termination, end-of-term balances, outstanding debt and records retention; and
- the responsibilities of each party if the BID arrangements are altered or renewed.

SECTION 11

DERBY BID LTD

The accountable company responsible for the approved Business Plan.

Derby BID Ltd will be a not-for-profit company limited by guarantee. It will be the BID body responsible for implementing the proposal, entering contracts, employing or engaging the delivery team, receiving levy funds, maintaining records and reporting to levy payers. The company will not distribute profits to directors or members; available resources will be applied to the approved BID purposes and the proper administration of the company.

The company will be governed by its Articles of Association and by company law. The Board Terms of Reference will explain how directors work collectively, how meetings and decisions are conducted and how the Board relates to the BID Manager, working groups and members. The Articles and Terms of Reference must remain consistent with the approved BID arrangements.

Company membership

Eligible levy-paying businesses will be encouraged to apply for membership of Derby BID Ltd. Membership provides a formal connection to the company, including participation in general meetings and the rights provided by the Articles. A levy payment does not automatically make the payer a company member, and company membership does not replace the statutory levy liability.

The membership process should be simple, transparent and communicated regularly. The company should maintain an accurate register of members and explain how businesses can stand for the Board, vote at general meetings, join working groups and obtain governance information.

Directly managed delivery

The company will be directly managed: the BID Manager and team will report to the Board, and no external management company is proposed. This reflects the self-managed approach adopted after the previous management arrangement ended. It places operational knowledge and accountability within the Derby BID organisation while allowing specialist contractors and professional advisers to be appointed where they add expertise or capacity.

The Board

- between 3 and 15 directors, subject to the Articles of Association;
- a clear majority of business or levy-payer representatives at all times;
- an inaugural mix of existing Cathedral Quarter and St Peters Quarter directors and new representatives from the BID area as a whole including Becketwell;
- two places for Derby City Council councillors;
- up to two independent directors where the Board identifies relevant skills or perspectives;
- the option to invite one senior Council officer as a non-voting attendee or adviser where the Board considers this suitable; and
- a Chair and Vice-Chair elected by the Board, both remaining subject to director rotation every three years.

Directors have duties to Derby BID Ltd under the Companies Act 2006. They must act in good faith to promote the success of the company for the purposes for which it has been established, exercise independent judgement, use reasonable care and skill and manage actual or potential conflicts of interest. Appointment by a particular business, sector or public body does not allow a director to disregard those duties.

The Board should collectively cover finance, governance, people, place management, marketing, safety, property, investment and the principal sectors within the area. Representation is important, but the Board must remain workable. Working groups, consultations and open recruitment can involve a wider group of businesses without making every participant a director.

SECTION 11A

BOARD STRUCTURE

A capable Board with broad representation and clear duties.

ROLE / CONSTITUENCY	PROPOSED APPROACH
Business directors	The majority of the Board; drawn from levy-paying or qualifying businesses across areas, sizes and sectors.
Council councillors	Two director places, supporting strategic alignment while preserving the business majority.
Independent directors	Up to two, appointed for relevant expertise, independence or stakeholder perspective.
Senior Council officer	May attend in a non-voting capacity if the Board considers this useful.
Chair and Vice-Chair	Elected by the Board; leadership roles do not remove the normal three-year director rotation requirement.
Working-group participants	Businesses and partners who contribute expertise without needing to become directors.

Board responsibilities

- approve strategy, annual delivery plans, budgets and performance measures;
- monitor delivery, finance, reserves, procurement, risk and compliance;
- appoint, support and hold the BID Manager to account;
- approve annual accounts, the annual report and key levy-payer communications;
- ensure decisions remain within the BID arrangements and directors' statutory duties; and
- plan succession and any renewal ballot in good time.

SECTION 11B

DIRECT DELIVERY MODEL

Clear separation between governance and day-to-day management.

BODY	PRIMARY RESPONSIBILITY
Board	Governance, strategy, financial stewardship, risk, accountability and oversight.
Chair and Vice-Chair	Board leadership, effective meetings, support and constructive challenge to the BID Manager.
BID Manager	Leadership and day-to-day operation, staff management, delivery, reporting and administration within delegated authority.
BID Team	Ranger, communications, administration, project and operational delivery.
Working groups	Business input, project development, local intelligence and constructive challenge.
External advisers	Specialist legal, finance, HR, audit, data or project support where required.

Controls and transparency

- a documented scheme of delegation and financial approval limits;
- declared and managed conflicts of interest;
- competitive and proportionate procurement;
- regular management accounts, cash-flow forecasting and risk reporting;
- annual independent accounts and statutory filings;
- minutes and decisions recorded to an appropriate standard; and
- accessible annual reporting to levy payers.

Directly managed delivery

Derby BID Ltd will employ or directly engage its management and delivery resources. The BID Manager and team will report to the Board, with specialist contractors or professional advisers appointed only where additional expertise is required.

SECTION 12

FINANCIAL PLAN

An illustrative £2.687 million investment across the five-year term.

The income forecast and expenditure allocations below match the Derby BID prospectus. The delivery budget is allocated 50% to The Derby Experience, 30% to Businesses & Organisations and 20% to Growth & Investment. These percentages exclude management and administration, and contingency costs.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
PERIOD	27/28	28/29	29/30	30/31	31/32	BID term
FORECAST	£249,000	£533,000	£546,000	£560,000	£574,000	£2,462,000
Additional Income	£25,000	£50,000	£50,000	£50,000	£50,000	£225,000
Total	£274,000	£583,000	£596,000	£610,000	£624,000	£2,687,000
NOTE	St Peters Quarter and Becketwell; Cathedral Quarter joins on 1 March 2028.	First full year with all three areas.	Planning assumption reflected in launch figures.	Planning assumption reflected in launch figures.	Planning assumption reflected in launch figures.	

Financial assumptions

- income will vary with the final rating list, exemptions, discounts, changes in liability and collection performance;
- the launch forecast is a planning model and does not guarantee the exact amount collected;
- additional income such as sponsorship, grants, benefits in kind and voluntary contributions will be additional where secured;
- annual budgets will remain within the approved objectives and the company's available resources; and
- the Board will maintain prudent cash-flow and reserves arrangements proportionate to delivery and risk.

Expenditure	Year 1	Year 2	Year 3	Year 4	Year 5	Total
The Derby Experience	£107,740	£228,955	£233,960	£239,350	£244,740	£1,054,745
Businesses & Organisations	£64,644	£137,373	£140,376	£143,610	£146,844	£632,847
Growth & Investment	£43,096	£91,582	£93,584	£95,740	£97,896	£421,898
Management and administration	£44,820	£95,940	£98,280	£100,800	£103,320	£443,160
Contingency	£13,700	£29,150	£29,800	£30,500	£31,200	£134,350
Total expenditure	**£274,000**	**£583,000**	**£596,000**	**£610,000**	**£624,000**	**£2,687,000**

SECTION 12A

HOW THE MONEY WILL BE USED

Annual budgets will translate the three objectives into a transparent delivery programme.

BUDGET HEADING	WHAT IT MAY INCLUDE
The Derby Experience	Rangers, safety partnership, environmental activity, events, animation, wayfinding and visitor information.
Businesses & Organisations	Communications, promotion, business support, training, networking, consultation and representation.
Growth & Investment	Investment promotion, vacancy work, data, partnerships, funding development and strategic projects.
Delivery and governance	Core staff, office and systems, insurance, professional advice, audit, statutory compliance and Board support.
Contingency and reserves	Prudent provision for collection variance, timing, commitments and unforeseen delivery needs.

Budget flexibility

The Board may adjust annual allocations in response to business need, performance, external conditions and opportunities, provided that material decisions remain within the overall vision, objectives and legal scope of the BID arrangements. Any proposal that may amount to a formal alteration of the arrangements will be considered under the Regulations, the operating agreement and appropriate advice.

SECTION 12B

FINANCIAL GOVERNANCE

Protecting levy-payer money and demonstrating value for money.

Budget approval and monitoring

The Board will approve an annual budget before the start of each financial year. The budget will show the expected levy and other income, programme expenditure, staffing and administration, collection costs, contingency, capital or multi-year commitments and any movement in reserves. The BID Manager will report actual and forecast performance regularly and explain material variances.

Delegated spending limits will allow the team to operate efficiently while reserving significant, unusual or unbudgeted decisions for the Board. Bank mandates, payment authorisations and accounting access should provide appropriate separation of duties. No individual should be able to initiate, approve and reconcile a material payment without independent oversight.

Procurement and contracts

Purchasing should be proportionate to value, risk and market conditions. The company will seek competition where appropriate, document the basis of material appointments and manage conflicts of interest. Contracts should define outcomes, price, term, performance information, data responsibilities, termination rights and ownership of assets or intellectual property where relevant.

Accounts, audit and publication

Derby BID Ltd will maintain proper accounting records, prepare annual accounts and meet Companies House and tax obligations. Independent professional scrutiny will be obtained at the level required by law and considered appropriate by the Board. A clear financial summary should be published for levy payers alongside the annual report.

Reserves and end-of-term commitments

The Board will adopt a reserves policy that reflects collection risk, contractual commitments, payroll, project timing and the need to close or renew the company responsibly. Reserves are not an unallocated project budget and should not build without a documented purpose. Commitments extending beyond 31 March 2032 must be considered carefully and remain lawful if the BID is not renewed.

SECTION 13

THE BID LEVY

A clear and proportionate funding mechanism.

RATEABLE VALUE	YEAR 1 CHARGE
Below £3,000	Exempt
£3,000 to £7,999	£120 per hereditament per year — equivalent to £10 per month, billed annually
£8,000 and above	2.35% of the hereditament's rateable value

The proposed levy uses the rateable value shown in the relevant local non-domestic rating list at the agreed baseline date of 1 October 2026, subject to the detailed rules below. The levy is not calculated on the amount of business rates actually paid after reliefs.

Annual uplift

From Year 2, the percentage levy and fixed annual charge will increase by the higher of 2% or the annual percentage change in the all-items Consumer Prices Index (CPI) for November, as published by the Office for National Statistics. The percentage levy will be rounded to two decimal places and the fixed charge to the nearest penny, subject to final confirmation in the approved levy rules.

Charitable occupiers

Charitable organisations from St Peters Quarter and Becketwell will receive a 50% reduction in Year 1. All charities (St Peters Quarter, Cathedral Quarter and Becketwell will receive a 25% reduction in subsequent years.

Annual billing

The £120 band is described as equivalent to £10 per month for accessibility, but the levy will be demanded annually in advance. There is no automatic right to monthly or other instalments.

SECTION 13A

PROPOSED LEVY RULES

Every BID has to establish its own levy rules. Reference has been made to the use of the 'Industry Criteria and Guidance' prepared for Revo in association with; ATCM, ACS, BRC, and BPF in developing the rules which will apply to the Derby BID.

Business Improvement Districts use rateable values of businesses as a means of calculating levy and determining the associated criteria. This provides the basis for an equitable approach to charging to reflect the value which businesses will receive in services and support from the activities of the BID. The Derby BID Company has tried to balance the ambitions of businesses in the BID plan against the affordability of the levy and the requirement to ensure that the BID is able to deliver best value.

A hereditament is defined in Section 64 of the Local Government Finance Act 1988. For the purposes of this levy criteria the words, 'land, 'properties' and 'premises' will also be interpreted as a hereditament.

1. Assuming a positive BID vote by a majority of businesses by number and rateable value of those who vote, the BID levy will be charged on all hereditaments listed in the local Non- Domestic Rating List located within the BID area. This applies irrespective of whether or how a business has voted in the formal BID ballot. The Business Improvement Districts (England) Regulations 2004 cover the issuing of demand notices for the levy. The levy is collected by the billing authority, the Derby City Council. The Derby BID Company will invoice the billing authority, for the levy collected for exclusive use of the BID.

2. All businesses which will be subject to the BID who are shown on the Derby City Council's (the Billing Authority) NNDR billing system on the day the ballot holder publishes the notice of the ballot at least 42 days before the day of the ballot shown as the liable party (for the purposes of this Ballot taken as the 1st October 2026), subject to final check and audit, will be entitled to vote for the BID proposal in a 28 day postal ballot which will commence on 15th October 2026, with the close of ballot at 5pm on 12th November 2026. The result will be announced as soon as possible thereafter.

3. If successful at the ballot, the BID will be fixed for a term of 5 years. The BID will commence operation on 1st April 2027 and will run until 31st March 2032. The area previously known as St Peters Quarter BID will commence as part of Derby BID on 1st April 2027, whilst the Cathedral Quarter BID area currently covered by the 2023–2028 BID term will join Derby BID on 1st March 2028 at the end of its current five-year term. Levy bills will be issued for the first payment due 1st April 2027 and each year on 1st April thereafter. For the Cathedral Quarter BID area currently covered by the 2023–2028 BID term, levy bills will be issued for the first payment due 1st March 2028 and each year on 1st April thereafter. (See paragraph 10 for more detail). The first bill will be for one month (1st March to the 31st March) followed by a full years bill in line with Derby BID's billing cycle.

4. The levy amounts for non-domestic hereditaments will be applied as follows:

a) The BID levy for the billing cycle from the 1st April 2027 to 31st March 2028, will be 2.35% of the rateable value shown on Derby City Council's (the billing authority's) NNDR billing system as at 1st October 2026 and will only be subject to the changes as stated in the clauses below for each defined business within the scope of the BID for each year thereafter, with the exception of those hereditaments with a rateable value of less than £8,000.

b) The BID levy for the billing cycle from the 1st April 2027 to 31st March 2028 for premises with a rateable value of £3,000 to £7,999 showing on the billing authority's NNDR billing system as at 1st October 2026 will be charged £120 in year one, equivalent to £10 per month, and will only be subject to the changes as stated in the clauses below for each defined business within the scope of the BID for each year thereafter.

c) Premises with a rateable value of less than £3,000 showing on the billing authority's NNDR billing system as at 1st October 2026 will not be subject to any levy and will not have a vote for these properties.

5. Any hereditament where rates are paid by a charitable organisation will be included and will be subject to the criteria set out in paragraph 6 below.

6. Any hereditament where the occupier is a registered charity or has charitable status, in receipt of mandatory charitable rate relief (awarded under section 43 – part 5 and 6 – of the Local Government Finance Act 1988), or discretionary relief (awarded under section 47 part 5B of the Local Government Finance Act 1988), will receive a 50% discount in Year 1 (1st April 2027 to 31st March 2028) where it is in St Peters Quarter or Becketwell. In subsequent years, qualifying charities in St Peters Quarter, Cathedral Quarter and Becketwell will receive a 25% reduction for the remainder of the BID term. Any hereditament where the ratepayer is a registered charity or has charitable status and the property is unoccupied will receive a 25% discount, increased to 50% in Year 1 only in St Peters Quarter or Becketwell. Discounts apply to the levy calculated in paragraph 4 above and remain subject to all other criteria in this Section 13A.

7. The levy will be due from businesses who are liable to pay business rates, including empty properties (even if they are listed under the 'Planning (Listed Buildings and Conservation Areas) Act 1990 or is included in a list compiled under section 1 of that Act', other than those businesses that are exempt within the criteria laid out in Section 15 of this BID Proposal and Business Plan (this section).

8. The liable person is the ratepayer or person entitled to possession for occupied or unoccupied premises in the year of the collection of the levy. In accordance with the Business Improvement Districts (England) Regulations 2004, the Billing Authority, Derby City Council (acting on behalf of the Derby BID) will be responsible for the imposition, billing, administration, collection, recovery and application of the BID levy. The Billing Authority will also be responsible for any enforcement action that may be appropriate in case of non-payment of the levy. Any retrospective liabilities for previous BID periods
are subject to the BID Levy rules applicable for those BID billing years as well as subject to the provisions of the Limitation Act 1980.

9. With effect from the start of the billing cycle commencing 1st April 2028 there will be an annual inflationary increase of all levy charges year on year for the duration of the Business Improvement District. This will be a minimum of 2% increase year on year or the inflation percentage as determined by the Consumer Price Index as at the 30th November of the year before the next billing process, whichever is the greater, rounded up or down to the nearest two decimal places (e.g. if the levy percentage is 2.35% and increases by 2% then the new levy percentage would be 2.397%, rounded to 2.40%).

10. The BID financial year will last for 365 days (366 in a leap year) between 1st April and 31st March.

11. The BID's chargeable period is a year or part of a year, broken down into daily charges based on the rateable value at 1st October 2026. It is to be paid in full in advance, the first chargeable period will be 365 days (366 in a leap year) from 1st April 2027 to the 31st March 2028 and for 365 days (366 in a leap year) each year thereafter starting on the 1st April 2028. For the Cathedral Quarter BID area currently covered by the 2023–2028 BID term, the first chargeable period under Derby BID will be 31 days from 1st March 2028 to 31st March 2028 and will be charged on a pro-rata basis, before being charged for 365 days (366 in a leap year) each year thereafter starting on the 1st April 2028. The only exceptions to the due date of the 1st April each year, or the 1st March 2028 for the Cathedral Quarter BID area currently covered by the 2023–2028 BID term, are where a proportional liability exists due to any change in circumstances identified in this Section 15 'Levy Criteria for Derby BID', in which case, the levy charge will fall due 14 days after the demand is issued. The daily BID levy charge for each individual ratepayer is to be calculated by multiplying its rateable value (as defined in Section 4) by the BID percentage levy and dividing the result by the number of days in the financial year or part year of the chargeable period or where the amount has been
capped at a specified amount, dividing the capped amount by the number of days in the financial year or part year of the chargeable period. The BID Levy liability is calculated on a daily basis based on the position as at the "end of the day" - midnight. If there is a change of occupier part way through the chargeable period the BID Levy liability will be recalculated for the outgoing occupier on this basis (so for example: if someone moves
out on, 1st June 2027, then their liability ceases on 31st May 2027 and they do not pay a levy for 1st June 2027). The BID levy liability will then fall to whoever qualifies under this levy criteria and any levy calculated on a pro-rata basis.

12. The levy will be charged for each chargeable period in advance and is to be paid in full by the due date. At the start of the chargeable period, the bill is issued based on the assumption that the levy payer remains in occupation throughout the course of the financial year. Any business which ceases to become the liable party during the period must apply to the Derby City Council, the Billing Authority for a refund for the remainder
of the period if an apportionment is required between the outgoing and incoming liable parties, and the new liable party will be charged on a pro-rata basis.

13. If a property is deleted from the Rating List or there is any other change covered by Section 15 paragraph 12 a revised bill will be issued as a final adjustment notice. The charge or refund amount will be calculated pro rata between the date of the change in occupation and the date of the financial year end. Refer also to Section 15 paragraph 11 above.

14. The BID levy is payable in one instalment. This instalment date will be specified on the Demand Notice. The notice will be served as soon as practicable after the Billing Authority becomes aware of a BID levy liability and the liability will be calculated from the effective date of any of the following changes being recorded on the Rating List even if the effective date is prior to the 1st October 2026.

a) NEW PROPERTY: New premises, or properties which were not on the 'local non- domestic rating list' at the start of the BID but become subject to rates within the BID boundary or on new streets within the BID boundary after the BID is in force, will be expected to pay a BID Levy based on the % or fixed levy charge appropriate in relation to its new/current rateable value.

b) SPLIT PROPERTY: Where property is split, two or more BID levies should be made on the revised premises from the date of split on the basis of the revised new/current rateable values shown in the 'local non-domestic rating list'.

c) MERGED PROPERTY: Where premises are merged the BID Levy should be based on the % or fixed levy charge appropriate in relation to the revised property's new/current rateable value shown in the 'local non-domestic rating list'.

d) CHANGE OF USE OR OWNERSHP: Any change of use, ownership or occupancy of a property where the business rate payer as the liable party for the levy, changes, will be liable to the levy rate current at the time of the change.

e) NEW PROPERTIES: The creation of a new business rated hereditament within the BID boundary will be liable to the levy rate based on the rateable value shown in the 'local non-domestic rating list' at the time of change of use or creation of the new business hereditament.

f) RE-INSTATEMENT: If a property which had been deleted from the rating list or been assigned a zero rateable value is bought back into rating on the 'local non-domestic rating list' or assigned a rateable value of more than zero. The charge or refund amount will be calculated pro rata between the date of the change in occupation and the date of the financial year end.

g) CHANGE OF STATUS: Where the status of the hereditament changes from one where a levy is due within the meaning of the levy criteria in this Section 15 to one where is it is not due.

h) CATHEDRAL QUARTER BID CURRENT 2023–2028 BID AREA: For the Cathedral Quarter BID area currently covered by the 2023–2028 BID term, the levy criteria set out in this Section 15 will apply from 1st March 2028, being the date at which that area joins Derby BID following the end of its current five-year term. From that date, any hereditament within that area which falls within the levy criteria set out in this Section 15 will be liable for the Derby BID levy, calculated in accordance with the rateable value and levy criteria set out above.

Adjustments will be made and revised bills issued. The charge or refund amount will be calculated pro rata between the date of the change covered by this paragraph 12 and the date of the financial year end. Any BID levy refunds due will only be fulfilled in the method deemed acceptable by the Billing Authority.

15. No amendments will be made to the rateable value of any property in the BID area as a result of any general or property specific re-valuation other than for the criteria listed above whether or not it is applied retrospectively to a point in time prior to the 1st October 2026 and in any case BID levy calculations for the period up to the 1st April 2027 will be based upon the criteria of the BID Proposal 2022– 2027 for the area previously known as St Peters Quarter BID. For the area currently covered by the Cathedral Quarter 2023–2028 BID term, BID levy calculations for the period up to the 1st March 2028 will be based upon the criteria of the BID Proposal 2023– 2028.

16. No other relief or exemption will be given to any class of BID levy payer and there is no distinction made between occupied or unoccupied hereditaments, both occupancy statuses attracting the full BID levy, unless it is a hereditament: -

a) whose owner or occupier is prohibited by law from using it for the primary purpose for which it was originally intended, for clarity and for the purposes of this levy criteria it will only cover a property where the prohibition by law results in no 'value or benefit' to the possessor and at the discretion of the BID.
b) which is kept vacant by reason of action taken by or on behalf of the Crown or any local or public authority with a view to prohibiting the occupation of the hereditament or to acquiring it;
c) which is vacant and is included in the Schedule of Monuments compiled under section 1 of the Ancient Monuments and Archaeological Areas Act 1979;
d) where, in respect of the owner's estate, there subsists a bankruptcy order within the meaning of section 381(2) of the Insolvency Act 1986;
e) whose owner is entitled to possession of the hereditament in his capacity as trustee under a deed of arrangement to which the Deeds of Arrangement Act 1914 applies;
f) whose owner is a company which is subject to a winding-up order made under the Insolvency Act 1986 and as amended in the Corporate Insolvency and Governance Act 2021 or which is being wound up voluntarily under that Act;
g) whose owner is a company in administration within the meaning of paragraph 1 of Schedule B1 to the Insolvency Act 1986 and as amended in the Corporate Insolvency and Governance Act 2021 or is subject to an administration order made under the former administration provisions within the meaning of article 3 of the Enterprise Act 2002 (Commencement No. 4 and Transitional Provisions and Savings) Order 2003;
h) whose owner is a company in 'Company Voluntary Arrangement' within the meaning of Insolvency Act 1986 and all and any legislative amendments made thereafter and during the lifetime of the BID.
i) whose owner is entitled to possession of the hereditament in his capacity as liquidator by virtue of an order made under section 112 or section 145 of the Insolvency Act 1986 and as amended in the Corporate Insolvency and Governance Act 2021.
j) where it is a place of religious worship.
k) where it is a Magistrates Court, High Court or County Court in which case the hereditament will be exempt.

17. For clarity a hereditament which is the subject of a building preservation notice within the meaning of the Planning (Listed Buildings and Conservation Areas) Act 1990 or is included in a list compiled under section 1 of that Act will be subject to levy unless its use is covered by any of the other exemptions listed in this section 15 of this business plan 'Levy Criteria for the Derby BID'.

18. The levy will be due from any business or individual who is entitled to possession of any hereditaments on any road or street which has not yet been constructed or named at the time of the ballot and any new hereditament built or created within the shaded area of the map shown in Section 5 in this Proposal and Business Plan which fall within the levy criteria from the 1st October 2026 at any time during the life of the
BID but which are not specifically identified on the map in Section 5, with effect from the date at which their rateable value takes effect.

19. Subject to the criteria stated above within the BID boundary as defined in Section 5, the BID levy is a statutorily compulsory payment regardless of whether the person or business entitled to possession of a liable property exercised its vote or voted against the BID.

SECTION 13B

LEVY ADMINISTRATION

How annual demands, in-year changes and reconciliation should operate.

Annual demands and daily liability

The levy will normally be demanded annually in advance. Liability is nevertheless calculated by reference to the chargeable period and, where the approved arrangements provide, apportioned on a daily basis. This enables changes of occupation and qualifying property changes to be reflected accurately rather than treating every occupier as liable for a complete year.

A description such as “£10 per month” for the fixed band is intended to explain the annual amount in accessible terms. It does not create a monthly billing entitlement. The formal demand, payment date, recovery process and any discretionary payment arrangement will be determined by Derby City Council under the operating agreement and applicable law.

Recovery and outstanding balances

The Council will be responsible for recovery of unpaid levy in accordance with the Regulations and the operating agreement. The final operating agreement will state how recovery costs, write-offs, insolvency and information sharing will be handled. It should also confirm the treatment and transfer of sums recovered after the end of an existing or future BID term where the liability arose during that term.

SECTION 13C

LEVY EXAMPLES

Illustrative Year 1 charges before annual uplift and any applicable charitable reduction.

RATEABLE VALUE	CALCULATION	YEAR 1 LEVY
£2,500	Below £3,000 threshold	£0
£5,000	Fixed charge	£120
£7,999	Fixed charge	£120
£8,000	£8,000 × 2.35%	£188
£10,000	£10,000 × 2.35%	£235
£25,000	£25,000 × 2.35%	£587.50
£50,000	£50,000 × 2.35%	£1,175
£100,000	£100,000 × 2.35%	£2,350

Charity example

In Year 1, a qualifying charity in St Peters Quarter or Becketwell pays £500 on a £1,000 levy (50% reduction). In subsequent years, a qualifying charity in any BID area pays £750 on a £1,000 levy (25% reduction).

Important notes

- examples are for explanation only and do not replace a formal levy demand;
- the applicable rateable value and liability date will be determined under the final arrangements;
- future-year charges will reflect the approved annual uplift; and
- the £120 fixed band is billed annually even though it is described as equivalent to £10 per month.

SECTION 14

PERFORMANCE AND REPORTING

Levy payers should be able to follow the money and see the impact.

FREQUENCY	REPORTING COMMITMENT
Monthly	Management information on delivery, finance, issues, complaints and operational risk for the BID Manager.
Quarterly	Board dashboard covering objective-level performance, budget, cash flow, risk and significant decisions.
Annually	Published delivery plan, approved budget, annual report, accounts and levy-payer update.
During the term	Targeted consultation, working groups, member meetings and transparent responses to material changes.

SECTION 14A

RISK AND SAFEGUARDS

A larger BID creates opportunity, but it also requires disciplined controls.

RISK	MITIGATION
Income below forecast	Prudent collection assumptions, cash-flow monitoring, staged commitments, reserves and early variance action.
Uneven perceived value	Area-level insight, transparent deployment data, working groups and annual consultation.
Loss of local identity	Clear brand architecture, locally targeted activity and representation from all parts of the area.
Service duplication	Baseline agreements, partner planning and documented additionality.
Governance gaps	Skills-based recruitment, induction, conflicts management, delegation and regular Board review.
Operational dependency	Documented processes, appropriate staffing, supplier resilience and business-continuity planning.
Reputational or data incident	Clear communications, insurance, data governance, incident procedures and professional advice.
Programme drift	Annual plans tied to the three objectives, KPI review and formal consideration of material changes.

SECTION 14B

ALTERATION, RENEWAL AND END OF TERM

The Board may adapt delivery, but it cannot disregard the mandate approved at ballot.

Flexibility within the approved arrangements

The arrangements may be altered without an alteration ballot only to vary individual projects, delivery methods, timings or annual expenditure allocations within the three approved objectives. No such alteration may change the BID boundary, make a person liable who was not previously liable or increase any person's levy beyond the approved formula. Before an alteration is made, Derby BID Ltd will consult Derby City Council, the Board will approve and record the decision, and the Council will give each levy payer written notice explaining the reason for and effect of the alteration.

Material alterations

An alteration outside the authority above, including any change to the boundary, any change that would make a new person liable or any increase beyond the approved levy formula, will require the statutory alteration process and an alteration ballot under regulation 17. The Board will obtain legal and rating advice before committing to any change affecting the boundary, levy basis, liability, duration or another fundamental feature.

Renewal

The Derby BID levy ends on 31 March 2032. Continuation is not automatic. If businesses wish the BID to continue, a new proposal must be prepared, consulted on and approved through another ballot. Renewal planning should begin early enough to evaluate outcomes, consult properly, develop a credible next-term programme and avoid pressure to judge five years of delivery through a short campaign at the end.

If the BID is not renewed

The Board must maintain an orderly end-of-term plan covering staff, contracts, assets, records, data, creditors, reserves and company obligations. The operating agreement should explain the handling of levy income, outstanding balances and reconciliations after the term. The company’s Articles and legal advice will determine whether Derby BID Ltd is wound up, retained for another lawful purpose or used to implement a successful successor BID.

SECTION 15

WHAT SUCCESS LOOKS LIKE

A stronger BID should produce visible service, stronger participation and lasting capacity.

EXPERIENCE	BUSINESS	GROWTH
Businesses and visitors report a safer, more welcoming and better-presented city centre.	Levy payers understand the BID, use its services and influence its priorities.	Derby presents a stronger investment proposition and secures additional resources.

By the end of the term, Derby BID should be able to demonstrate:

- a trusted, visible and responsive service across the combined area;
- delivery that is recognisably local while benefiting from city-wide coordination;
- stronger evidence and influence on the issues affecting businesses;
- high standards of financial, corporate and operational governance;
- additional funding and partnership value beyond the levy;
- a credible account of outcomes, not only activity; and
- a clear, business-led basis for deciding whether renewal should be pursued.

The purpose of combining is not simply to become bigger. It is to become more useful, more influential and more effective.

SECTION 16

NEXT STEPS

BALLOT	DATE
Issue of ballot papers	15 October 2026
Close of ballot	12 November 2026
Announcement of result	13 November 2026

Contact

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Appendices 1 – Definitions

TERM	MEANING
BID	Business Improvement District.
BID area	The definitive geographic area described by the final map and street schedule.
BID arrangements	The approved arrangements governing the BID term, services, levy and administration.
BID body / company	Derby BID Ltd, the company responsible for implementing the proposal.
BID levy	The mandatory charge payable by eligible ratepayers following a successful ballot.
BID term	1 April 2027 to 31 March 2032; liability and delivery in the existing Cathedral Quarter BID area begin on 1 March 2028.
Hereditament	A unit of non-domestic property shown, or capable of being shown, in the local rating list.
Levy payer	The person liable for the BID levy in relation to an eligible hereditament.
Rateable value / RV	The value assigned for non-domestic rating purposes and used by the BID levy rules.
Baseline services	The public services identified as existing provision, against which BID additionality is assessed.
Working group	A non-statutory group established by the Board to provide business input on an area, theme or project.

SECTION B

LEGAL AND POLICY REFERENCES

Primary legislation and regulations

- Local Government Act 2003, Part 4 — statutory framework for Business Improvement Districts.
- Business Improvement Districts (England) Regulations 2004 (SI 2004/2443), as amended — proposals, ballots, levy administration, alteration and termination.
- Local Government Finance Act 1988, section 64 — non-domestic rating definition of a hereditament.
- Companies Act 2006 — corporate duties and administration of Derby BID Ltd.

Official guidance

UK Government, “Business Improvement Districts” guidance and the related guidance and best-practice publications for England. The final plan should use current official versions at the date of publication.

Company and local agreements

- Derby BID Ltd Articles of Association;
- Derby BID Ltd Board Terms of Reference;
- Operating Agreement between Derby BID Ltd and Derby City Council;
- Baseline service statements; and
- the definitive ballot database, boundary plan and street schedule.

Appendices 2 – Street List

A complete list of all streets, roads and squares in the BID area.

Street name	Limitations
Abbey Street	Part – from Friary Street to Mercian Way.
Agard Street	Part of only 4-6 on the south side and then north side only between Ford Street and Bridge Street.
Albert Street	Entire street.
Albion Street	Entire street.
Amen Alley	Entire street.
Babington Lane	Entire street.
Back Sitwell Street	Entire street.
Becket Street	Entire street.
Becketwell Lane	Entire street.
Bold Lane	Entire street.
Bramble Street	Entire street.
Brook Street	
Cathedral Road	Entire street.
Chapel Street	Entire street.
Cheapside	Entire street.
College Place	Entire street.
Colyear Street	Entire street.
Cornmarket	Entire street.
Corporation Street	Council House and Council House car park only.
Crompton Street	Only including 2,4,6 and 8
Curzon Street	Part – south side only from Stafford Street to Newland Street, then both sides from Newland Street to Wardwick.
Degge Street	Entire street.
East Street	Entire street.
Exchange Street	Entire street.
Ford Street	Entire street.
Forester Street	All hereditaments to the south and only including the car park on the north side.
Forman Street	Entire street.
Friar Gate	Part (from St Werburgh's Church up to Friar Gate bridge only)
Friary Street	Part (up to and including Saxon House only)
Full Street	Entire street.
George Street	Entire street.
George Yard	Entire street.
Gerard Street North	Part – from Macklin Street to Mercian Way.
Gower Street	Entire street.

Street name	Limitations
Green Lane	Entire street.
Heritage Gate	Entire street.
Iron Gate	Entire street.
Jury Street	Entire street.
Kensington Street	Entire street.
King Street	Part (between j/o St Alkmunds Way and bridge over St Alkmunds Way then eastern side between bridge over St Alkmunds Way and residential block just before j/o Edwards Street)
Lara Croft Way	Part – north side only, between Mercian Way and Osmaston Road.
Lock Up Yard	Entire street/yard.
London Road	Section between the Spot and Bradshaw Way.
Macklin Street	Entire street.
Market Place	Entire street/place.
Mercian Way	Part – north-east side only, between Stafford Street and Green Lane/Lara Croft Way.
Monk Street	Part only – at the junction with Mercian Way, where falling within the shaded boundary.
Morledge	Entire street.
Newland Street	Entire street.
Old Blacksmith's Yard	Entire yard.
Osmaston Road	From the Spot to the junction with Bradshaw Way.
Queen Street	Entire street.
Riverlights	Entire area
Sadler Gate	Entire street.
Sadler Gate Bridge	Entire bridge.
Sacheverel Street	Between Lara Croft Way and Osmaston Road.
Sitwell Street	Entire street.
Sowter Road	Part – to the junction with St Alkmund's Way.
St Alkmund's Way	Part – between Ford Street and Causey Bridge.
St James's Street	Entire street.
St James's Yard	Entire yard.
St Mary's Gate	Entire street.
St Michael's Lane	Entire street.
St Peter's Churchyard	Entire churchyard/street area.
St Peter's Street	Entire street.
St Peter's Way	Businesses fronting onto St Peter's Street
Stafford Street	Between the junction of Friar Gate and Friary Street.
Springwell Square	Entire public square.
Tennant Street	Entire street.
The Spot	Entire public space/highway area.

Street name	Limitations
The Strand	Entire street.
The Strand Arcade	Entire arcade.
Thorntree Lane	Entire lane.
Victoria Street	Entire street.
Walker Lane	Entire lane.
Wardwick	Entire street.
Willow Row	Entire street.
Wilmot Street	Between Osmaston Road and Lara Croft Way
Wilson Street	Part of

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