

**This is for information only –**

No action required (unless you wish to appoint a proxy)

**LOCAL GOVERNMENT ACT 2003  
BUSINESS IMPROVEMENT DISTRICTS (ENGLAND) REGULATIONS 2004**

**NOTICE OF BALLOT**

**PROPOSED BUSINESS IMPROVEMENT DISTRICT FOR  
CLIFTON VILLAGE**

This is to give notice that a ballot is to be held on the proposal of BID Clifton Village Ltd for a Business Improvement District (BID) for Clifton Village. You should have received or will shortly receive a copy of the BID Proposal Document from the BID Promoters.

The ballot will be conducted entirely by post by the Independent Scrutineer, Civica Election Services of 33 Clarendon Road, London N8 0NW. Ballot Papers will be sent to those eligible to vote by **Thursday, 18th August 2022** for return to them by no later than **5pm on Thursday, 15th September 2022** (the “day of the ballot”).

**Who can vote in the BID Ballot?**

Persons eligible to vote in the ballot will be the non-domestic ratepayer listed on the Council’s database for each hereditament (business premise) situated in the geographical area of the proposed BID as at the date of this Notice. Each person entitled to vote in this ballot shall have one vote in respect of each hereditament occupied or (if unoccupied) owned by them in the geographical area of the proposed BID.

**Appointment of a Proxy**

Persons eligible to vote in the BID ballot may appoint someone else to vote on their behalf (for example, if they are going to be away at the time of the ballot). Applications to appoint a proxy must be submitted to Civica Election Services (CES) at the above address or by emailing a scan of the letter to [bids@cesvotes.com](mailto:bids@cesvotes.com) no later than **5pm on Monday, 5th September 2022**. An application for the appointment of a proxy must be made in writing and:

- a) state the full name and address of the person whom the person entitled to vote (the applicant) wishes to appoint as a proxy;
- b) state the address(es) of the applicant’s hereditament or hereditaments;
- c) be signed by the applicant; and
- d) contain a statement by the applicant that the proxy so named has been consulted and is capable and willing to be appointed.

A proxy appointment may be cancelled by notifying CES at the above address or by emailing a scan of the letter to [bids@cesvotes.com](mailto:bids@cesvotes.com) no later than **5pm on Saturday, 10th September 2022**.

*Please see over*

### **Lost Ballot Papers**

If a ballot paper has not been received by **Friday, 9<sup>th</sup> September 2022** you may apply to CES for a replacement paper in writing by supplying **ONE** of the following:

- a) A letter in hard copy form along with the appropriate 'evidence of identity'; or
- b) A scan of both the letter and the 'evidence of identity' attached to an email.

The letter should be addressed to The Independent Scrutineer, Civica Election Services, The Election Centre, 33 Clarendon Road, London N8 0NW. Alternatively, you can email **bids@cesvotes.com**. The letter must be signed by the Eligible Voter and evidence of the voter's identity must be provided in the form of **ONE** of the following:

- a) A signed **Letterhead** for the appropriate company; or
- b) A signed **photocopy** of the **National Non-Domestic Rating Bill** for the hereditament; or
- c) A signed **photocopy** of an item of personal ID such as a **Passport** or **Driving Licence**.

Please do not send original copies of ID or Bills.

### **Spoilt Ballot Papers**

If you inadvertently spoil your ballot paper in such a manner that it cannot be conveniently used as a ballot paper, please return it to CES (address overleaf). On receipt of the spoilt ballot paper, CES will issue a replacement. No replacements can be issued if the spoilt ballot paper is received by CES later than three working days before the day of the ballot.

### **Count of Ballot Papers**

Ballot papers will be counted on **Friday, 16<sup>th</sup> September 2022**, and the result of the ballot will be announced shortly after.

For a BID ballot to be successful there must be a majority of those voting in favour of the proposal, and those voting in favour must represent a majority of the aggregate rateable value of the hereditaments voting.

### **Rejected Ballot Papers**

If a ballot paper is duplicated and two are returned bearing the same number or barcode both will be void and not counted. Any ballot papers that are returned unsigned, unmarked or that are void for uncertainty will also be void and not counted.

### **Declaring the result**

The ballot result will declare:

- a) the total number of valid votes cast;
- b) the total aggregate rateable value of valid votes cast;
- c) the total number of valid votes cast in favour of the BID;
- d) the total aggregate rateable value of valid votes in favour of the BID; and
- e) if applicable, the total number of ballot papers rejected.

For the BID Ballot to be successful there must be:

- i. A majority in favour of the BID in the number of those voting; and
- ii. A majority in favour of the BID in the proportion of rateable value of those voting.

### **Further details of the BID Proposal**

If you require further information on the BID, please contact Peter Crawford  
Email: [bidmanager@bidcliftonvillage.co.uk](mailto:bidmanager@bidcliftonvillage.co.uk)  
Telephone: 07974 689965

Alternatively, information on the BID is available from **[www.discoverclifton.co.uk](http://www.discoverclifton.co.uk)**

Tim O'Gara, The Ballot Holder, Bristol City Council, 5th floor, B Bond, Smeaton Road, Bristol, BS1 6XN (Date of Publication Thursday, 4th August 2022)