

Notice of Ballot

and arrangements for the ballot

Local Government Act 2003

The Business Improvement District (England) Regulations 2004

A ballot will be held on a proposal to renew the Chelmsford Business Improvement District (BID).

The ballot will be conducted by the Ballot Holder, Nick Eveleigh and will be taken entirely by post, with the deadline to return votes 5pm on Thursday 24th November 2022.

Who can vote?

Persons entitled to vote in the ballot will be those liable for non-domestic rates within the geographical area of the BID with a rateable value of over £15,000 as of the date of this notice. Ratepayers that are exempt from paying the BID Levy will not be eligible to vote.

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.

A preliminary letter was sent to ratepayers in the BID area in October to help identify the ratepayer eligible to vote in the ballot. In the absence of any response to that letter naming the voter, the ballot paper will be sent addressed to 'The Ratepayer' at the address of the hereditament.

Issue of ballot papers

Voting packs will be sent around Monday 17th October with a pre-paid envelope to return your vote.

Other than where a proxy vote is set up, ballot papers can only be sent to the hereditament or the principal place of business of the person entitled to vote.

Close of ballot

The ballot will be taken entirely by post. Ballot papers should be returned as soon as possible after they are received to avoid possible postal delays. To be counted, ballot papers must be returned to The Ballot Holder by the close of the ballot at 5pm on Thursday 24th November 2022.

Ballot papers can be returned via post or by hand delivery to the Civic Centre during opening hours, or the purple post box outside the Civic Centre outside of opening hours.

Appointing someone else to vote on your behalf (a proxy voter)

The person entitled to vote in the BID ballot may appoint someone else to vote on his or her behalf (a proxy) e.g. if that person is ill in hospital, living abroad or going to be away at the time of the ballot. The governing regulations state that a ballot paper cannot be sent outside

England, so any BID voter with a registered address outside England must designate another person to vote on his/her behalf as a proxy from an address in England.

You can download an application to vote by proxy and return your completed form via our website www.chelmsford.gov.uk/BID

The deadline to appoint a proxy voter will be 5pm on Monday 14th November 2022.

Lost ballot papers

If a voter has not received their ballot paper by Friday 18th November 2022, they may apply for their ballot paper to be reissued. An application may be made using the form available via our website www.chelmsford.gov.uk/BID or in any form provided that it is:

- Signed by the voter
- Includes the necessary evidence (e.g. copy of national non-domestic rating bill for the hereditament or personal ID such as passport or driving licence)

Please do not send original copies of this evidence.

Applications can be uploaded to our website or delivered via post.

Replacement ballot papers can be issued via post or collected from the Civic Centre, at your request.

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 the Ballot Holder at the Civic Centre.

On receipt of the spoilt ballot paper, the Ballot Holder will issue a replacement. No replacements can be issued if the spoilt ballot paper is received by the Ballot Holder later than 5pm on Monday 21st November.

Replacement ballot papers can be issued via post or collected from the Civic Centre, at your request.

The count

Ballot papers will be counted on Friday 25th November and the result will be published on the council's website www.chelmsford.gov.uk/BID

For the BID ballot to be successful there must be a majority of those voting in favour of the proposal, both in terms of the numbers voting AND also the aggregate rateable value represented by those voting.

Rejected votes

If a ballot paper is duplicated and two are returned bearing the same number, 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.

BID proposer

Civic Centre, Duke Street, Chelmsford, Essex, CM1 1JE

Nick Eveleigh
Ballot holder
6th October 2022

You can find out more about the BID renewal proposals and request a copy of the proposals from the BID proposer, Chelmsford For You.

6a High Street
Chelmsford
Essex
CM1 1BE

Website: www.chelmsfordforyou.co.uk

Telephone: 01245 260 009

Email: info@chelmsfordforyou.co.uk

List of persons entitle to vote and their proxies (if any)

A list of each non-domestic ratepayer and the address and rateable value of each hereditament in the geographical area of the proposed BID, is available for inspection at: Civic Centre, Duke Street, Chelmsford, Essex, CM1 1JE. An appointment is required.

The Ballot Holder can supply a copy of the list, but only for the purpose of canvassing persons entitled to vote in the BID ballot. The list can be requested in writing by the BID proposer, or any person, or group of persons, who represent 5% or more of the persons who are to be liable for any proposed BID levy.