

### Delegated Decision Notification Form

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| <b>1. Subject</b>  | Administration and collection of the BID levy by the Heart of Manchester BID company.  |  |
| <b>2. Decision</b> including:<br>(a) details:<br><br>(b) reasons:<br><br>(c) alternatives considered and rejected: | The contract relates to the billing, collection and recovery of the Business Improvement District (BID) levy for the Heart of Manchester (HoM) BID company. This is currently carried out by the Council alongside the collection of Business Rates. The contract will see this responsibility transferred to the HoM company in it's entirety. The only responsibility left with the Council is to provide monthly updates on the occupants of all of the premises (heraditaments) included in the BID.<br><br>See attached report to the Deputy Chief Executive<br><br>See attached report to the Deputy Chief Executive |  |
| <b>3. Name of Executive Member / Committee Chair and Vice Chair consulted (as appropriate)</b>                     | Councillor Craig   |  |
| <b>4. Reports</b>  | Please attach the report or reports (or part only if contains confidential / exempt information) provided to the decision maker:<br>Report to Deputy Chief Executive attached  |  |
| <b>5. Background Papers</b>  | Please attach the background papers provided to the decision maker:<br>n/a   |  |
| <b>6. Declaration of Conflict of Interest by any Councillor Consulted</b> (including Executive Members)            | Interest declared?<br>n/a<br><br>Councillor's name:<br><br>Date and details of dispensation given by the Chief Executive (if any):   |  |
| <b>7 Contact Person</b>  | Name: Charles Metcalfe<br><br>Telephone number (external): 079576065843<br>Email: Charles.metcalfe@manchester.gov.uk   |  |

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| <b>8. Decision Maker</b><br>/ Authorised Signatory | Name: Paul Marshall | Role Title Deputy Chief Executive |
| <b>9. Date of Decision</b>                         | 1 July 2024         |                                   |