

Nomination Form for BID Board Director



Electing the BID Board

At the Business Improvement District (BID) ballot held in July 2017, business ratepayers voted in favour of the proposal to establish a BID in Bognor Regis town centre. The BID will be managed by Bognor Regis Business Improvement District Ltd. It will have its own ring-fenced accounts, and with membership open to nomination and election from all eligible BID levy-paying businesses and members.

An initial board of Directors has been appointed from the Shadow BID Board. One of the first tasks in setting up the Bognor Regis BID is to elect additional Directors through a process of nomination and, if needed, a ballot. In order to take part in this procedure, either as a nominee or as a voter, you must register to become a member of the Bognor Regis BID. All Bognor Regis BID levy payers will be eligible to become members and, if registered, may vote at Annual General Meetings including the inaugural meeting.

The completion and submission of the Nomination Form cannot guarantee a seat on the Board of Directors. In order to ensure that a range of relevant sectors & skills are represented on the Board, candidates will need to set out their experience and their commitment to ensuring the success of the Bognor Regis BID.

If the number of nominees exceeds the proposed number of Directors' seats, then a ballot may be held. Voting will be by registered members only and the result determined by simple majority. In the event of a tie, the decision will be deferred pending the appointment of the Chair of the Board who will carry the casting vote.

Purpose of the Board

The BID Board's purpose is to oversee the strategic direction of the BID, ensuring projects as outlined in the Business Plan are delivered within budget to meet the needs of the BID levy paying businesses, the Town Centre and making certain the BID performs its role effectively, transparently and fairly.

The Articles of Association for the Bognor Regis BID Company, BID Business Plan and BID Proposal can be found at www.brbid.co.uk

The Bognor Regis BID Board will be composed of up to 13 Directors. The key responsibilities of the BID Board include:

- To uphold the vision and four objectives of the BID
- To ensure the BID company meets all its financial, legal and employment responsibilities
- To ensure the Articles of Association are complied with
- To ensure that BID levies are collected as set out in the Business Plan
- To ensure that the projects in Bognor Regis BID Business Plan are delivered effectively
- To monitor progress and report regularly to levy payers, voluntary contributors and other stakeholders
- To elect a Chairperson/Vice Chairperson and other officers from among their number
- To manage the renewal ballot at the end of each term

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This is a voluntary role, as none of the Directors will receive any remuneration. The Board is committed to meeting at least six times per year with meetings anticipated to last no more than two hours. Sub groups may meet more frequently

Composition of the Board

The Bognor Regis BID Board will be composed of a broad cross-section of BID levy-paying businesses, organisations and individuals.

In addition to the above, Board Directors may, at their discretion, agree to invite non-voting attendees, such as:

- Persons with knowledge or information appropriate to the aims of the BID;
- Persons with professional or technical expertise to advise the Board on specific matters
- Persons to observe the workings and decision making practices of the board.

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If you wish to stand for election to the Bognor Regis BID Board, please complete the form below, providing the information requested. Completed forms should be returned to:

Toyubur Rahman, BID Manager, Bognor Regis Business Improvement District, Place St. Maur, Belmont Street, Bognor Regis, PO21 1BJ. Or return by email to: T.rahman@chi.ac.uk

NAME OF PERSON STANDING FOR ELECTION: (Must be, or be a representative of, an eligible business ratepayer)	
NAME AND ADDRESS OF COMPANY OR ORGANISATION: (Must have premises within BID area)	
WHY DO YOU WISH TO STAND? (In no more than 200 words, please explain your reasons for nomination and why you are committed to the success of the BID)	
Please tick this box to register as a member of Bognor Regis BID. You must be a member to be considered for Directorship	<input type="checkbox"/>
Signed	Date