

Baseline Statement for Salisbury BID and Salisbury City Council

Term 1st April 2024 to 31st March 2029

This statement forms the framework for managing a procedure to determine the annual co-investment and collaboration between the two parties – Salisbury BID and Salisbury City Council.

A range of services have been transferred from Wiltshire Council through to Salisbury City Council within a Transfer and Service Delegation Agreement dated 31st March 2017, creating the requirement to agree a baseline statement between the BID and the City Council.

At the outset of the new term, a Service Review Panel will be established which will have a minimum membership of the BID Chief Executive and the City Council Clerk. Other relevant individuals from each party may be invited to join the meeting as required. The Panel will meet at least twice in each financial year.

It is fully understood by both parties that spending commitments can only be agreed annually, therefore the following procedure sets out the activity and timeline to facilitate this.

1. Annually in September, for the term of the BID, each party will prepare a draft budget covering all aspects requiring co-investment and/or co-resourcing.
2. These draft budgets will be exchanged and discussed at a Service Review Panel meeting held in October annually.
3. On approval by the Service Review Panel, these draft budgets will be submitted to each organisation for their respective approval by 1st December annually.
4. Once approved these budgets will form a contract between the two parties for the forthcoming financial year.
5. Review of the previous financial year will be undertaken by each party and presented and discussed respectively at a Service Review Panel meeting held by 1st June annually.

This statement is agreed and signed by both parties.

Salisbury BID

Chief Executive ***Robin M McGowan***

Dated 25th September 2023

Salisbury City Council

Clerk Joanna L Wood

Dated 25 September 2023

Baseline Agreement - Salisbury BID and Salisbury City Council

Year 1 - 1st April 2024 to 31st March 2025

The following forms the agreed provisional budget for co-investment and collaboration between the two parties based on the 2023/24 financial year. This will form the basis of discussions for the 24/25 financial year.

| Baseline Year - 2023/2024 | | | |
|-----------------------------------|-----------------|--|-----------------|
| Salisbury BID Contribution | | Salisbury City Council Contribution | |
| Salisbury Group Travel | £5,000 | | £9,000 |
| Experience Salisbury | £35,000 | | £10,000 |
| Place Manager | £10,000 | | £10,000 |
| Taste Salisbury | £4,000 | | £4,000 |
| City Dressing eg Bunting | £2,500 | | £2,500 |
| Christmas Marketing | £5,000 | | £5,000 |
| Christmas Activities | £15,000 | | £25,000 |
| CCTV | £25,000 | | £25,000 |
| City Centre Security Officer | £10,000 | | £30,000 |
| | | | |
| Total Contribution | £109,500 | Total Contribution | £120,500 |