

Manor Royal BID BID Levy Leaflet

Term 2 | Year 4 | 2021 - 22

Your BID Levy Bill explained

This leaflet provides information concerning the activities of the Manor Royal Business Improvement District (BID) in the last year and explains how the BID levy will be invested this year.

The Manor Royal BID was originally set up in June 2013. In March 2018 businesses voted to continue the BID for another 5 years (2018-2023).

All businesses responsible for a property of £12,000 rateable value or more contribute annually in the form of a levy to a fund that they manage through the BID to deliver the improvements and services outlined in the agreed Business Plan.

The levy rate is 1% of the rateable value of the property with a cap of £3,500 -so no property attracts a levy of more than £3,500.

An allowance for inflation in line with RPI can be applied. However, the BID Board has again elected not to apply any increase this year.

Every penny of the BID Levy is re-invested in Manor Royal by the Manor Royal BID Company (MRBD Limited) - a not for profit company whose directors are drawn from fellow Manor Royal businesses who give their time voluntarily.

The Business Plan, Annual Reports, financial accounts and other information about the Manor Royal BID is publically available at www.manorroyal.org or by request.

FOCUSSED ON CHANGE

This leaflet summarises the work and achievements of the Manor Royal BID over the past year.

None of this could have happened without the BID, which is managed by Manor Royal businesses.

To satisfy print deadlines this BID Levy Leaflet was prepared in February. All details are correct as of that date. The financial figures include actuals and fair estimates of committed spend to the end of the financial year (31st March).

If you want to know more about the Manor Royal BID or to get involved, please visit www.manorroyal.org or contact the BID Office.

A NOTE ON COVID - PLEASE PAY YOUR BID LEVY

The Manor Royal BID has continued to deliver services and projects throughout the coronavirus crisis. It has continued to progress core projects, adapted to online delivery where relevant, developed new virtual services and pursued additional investment to ensure the business district is well-placed to recover. Prompt payment secures the future of the BID, allowing it to build on the investments and progress of the past 8 years, plan positively for the future and to effectively represent the interests of Manor Royal.

We thank you for your continued support and encourage you to keep in touch with the BID Team.



The Levy explained

Be part of it!

A look back at last year

How the BID levy was spent

These figures are based on unaudited figures direct from the BID financial records. They are correct as at 31 January and include fair estimates of spend to the year end.

INCOME	£	%
BID Levy	451,087	92%
Other income ⁽¹⁾	38,952	8%
Total Income	490,039	

EXPENDITURE	£	%
Project costs (by business plan priority)		
Objective 1: Promote & influence	40,976	8%
Objective 2: Trade & save	93,958	19%
Objective 3: Infrastructure & facilities	174,533	36%
Objective 4: Manage & maintain	159,545	33%
Total project costs	469,012	96%
Central costs	61,789	13%
Accrual for renewal	9,000	2%
Levy collection fee	15,555	3%
Total expenditure	555,356	113%
Operating balance (anticipated)	(65,317)	
Fund carried forward from prior year	147,797	
Closing balance (anticipated)	82,480	



What the Manor Royal BID Delivered

Throughout the year the Manor Royal BID has continued to deliver core services and projects exclusively to Manor Royal companies. This includes: production and distribution of Manor Royal News, monthly eBulletins, website maintenance and social media management, free business listings, free to access Business Watch scheme, reduced cost training, easit travel scheme, free to access Jobs Board, representation and lobbying and a dedicated programme of events.

Adapting and delivering during lockdown

In response to the COVID crisis, the Manor Royal BID has also developed new online services (e.g. the free to access MicroLearn eLearning Platform), delivered online training, events and seminars, set up new online advice pages covering COVID and BREXIT (www.manorroyal.org/covid), worked with Crawley Borough Council to ensure Manor Royal businesses accessed any available grant funding and represented the area on the Crawley Economic Recovery Taskforce.

Objective 1, Promote & influence

- Two issues of Manor Royal News distributed to every business
- 12 Monthly eBulletins and 5 additional “COVID Special” eBulletins
- 6 online seminars, virtual “Manor Royal Showcase” plus support for two Invest Crawley events
- Involvement in Crawley Economic Recovery Taskforce, including production of COVID Advice sheets and economic reports to help lobby for support
- Increased activity across all social media channels (Facebook, Twitter, Instagram, LinkedIn)
- Manor Royal represented on national industry bodies: BID Foundation and British BIDs
- Formal objections to extending permitted development (housing) in Manor Royal
- Manor Royal BID a key deliver partner as part of the £70m Crawley Growth Programme.

Objective 2, Trade & save

- 99 businesses and 15,000 employees enjoy easit transport discounts saving over £190,000 in membership fees
- Over 30 accredited training sessions delivered saving over £25,000 in fees
- Over 250 jobs advertised on the Manor Royal Jobs Board saving companies over £46,000
- Manor Royal eLearning Platform launches providing free online training for all
- Management of Manor Royal Digital Signs providing cheaper local advertising

(1) Figures do not include events or training taking place in February and March 2021

Objective 3, Infrastructure & facilities

- Artists appointed, planning obtained and funding secured to help deliver the first four micropark areas at Gatwick Road, Priestley Way, Rutherford Way and Metcalf Way providing new facilities and improved public realm
- Detailed design agreed and procurement underway to deliver the first phase of the Crawley Growth Programme transport infrastructure improvements.

Objective 4, Manage & maintain

- Dedicated Business Ranger Service (day and night time security).
- Free to access security radio scheme launched for vulnerable retailers
- Dedicated two-person Maintenance Team to improve maintenance and upkeep.
- Additional winter maintenance service deployed 14 times between Dec 2020 and Feb 2021
- Manor Royal Business Watch Scheme free to all, including access to the Safer Premises Intranet (DISC) system
- Weekly security bulletins and over 100 alerts issued to Manor Royal Business Watch Members

Awards, recognition & added value

- £565,000 granted from the Town Fund to deliver the first four Microparks.
- Champion for Gatwick / Manor Royal Freeport bid to Government.
- Fully engaged as part of the Crawley Town Deal Board to help position Manor Royal as part of the £25m Town Deal bid



A look ahead

How this year's levy will be spent

The following is an estimate of costs to support on-going services and the development and delivery of new projects. Modest assumptions have been made for generating other funds in addition to the BID Levy income, which the BID will seek to exceed.

INCOME	£	%
BID Levy	525,000	99%
Other income	4,500	1%
Total Income	529,500	
EXPENDITURE		
Project costs (as per Business Plan priorities)		
Objective 1: Promote & influence	34,913	7%
Objective 2: Trade & save	117,663	22%
Objective 3: Infrastructure & facilities	83,663	16%
Objective 4: Manage & maintain	194,390	36%
Total project costs	430,629	81%
Central costs	64,432	12%
Accrual for renewal	14,000	3%
Levy collection fee	15,920	3%
Total expenditure	524,981	99%
Operating balance (anticipated)	4,519	
Fund carried forward from prior year	82,480	
Closing balance (anticipated)	86,999	

This will deliver

In the year ahead we plan to continue to deliver and, where possible, extend and improve those core services, events and activities provided by the BID, plus we will;

- Deliver the first four Micropark areas to improve facilities and obtain planning for next phase
- Continue to work with Crawley Borough and West Sussex County Councils to design and deliver the Manor Royal elements of the Crawley Growth Programme transport improvements
- Explore options for extending and improving site maintenance and upkeep
- Continue to work with Crawley Borough and West Sussex County Councils to establish a better regime for the management and control of the public highway to assist with parking related issues caused by out of date traffic orders and rogue and inconsiderate parking.
- Continue to work with partners to progress the sustainable energy project (Re-Energise Manor Royal) for the management and trading of energy generated on-site from renewable sources
- Represent the interests of Manor Royal in respect of the Governments "Towns Fund"
- Launch new Manor Royal BID website, including bespoke business directory, offers pages and property search facility to encourage investment

Get involved

Your involvement in the Manor Royal BID is always welcome and vital to the success of the BID. Please get in touch to find out more.

www.manorroyal.org / info@manorroyal.org / 01293 813 866

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Be part of it!