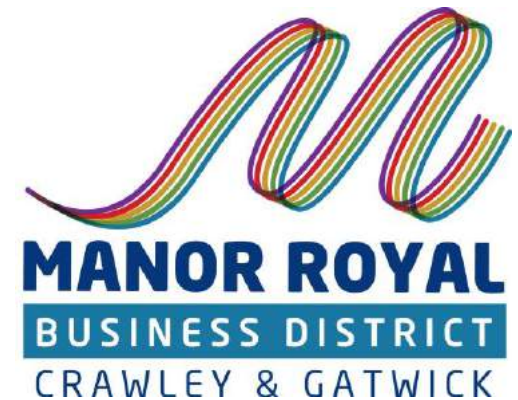


# Manor Royal Matters

*A decade of delivery*

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# Manor Royal Matters 2023

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# WELCOME

Trevor Williams, Chair

#ManorRoyalMatters



# Agenda

# #ManorRoyalMatters

0945 to 1030

Annual Review

Welcome

AGM

Annual Review

Coffee and Networking

1100 to 1140

Seminars

Gatwick Matters

Innovation & Skills  
Matters

Sustainability  
Matters

Dash to the main room

1145 to 1215

Plenary

Decade of  
delivery (*Film*)

Our possible  
tomorrow

End & Lunch



# Annual Review

*Our year in review & AGM*

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# Annual General Meeting

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## AGENDA

1. Approve minutes
2. Approve accounts
3. Authorise the Board to appoint auditors & agree remuneration
4. Election and re-election of Directors of the Board





# Our Annual Report 2022-23

Copies for all

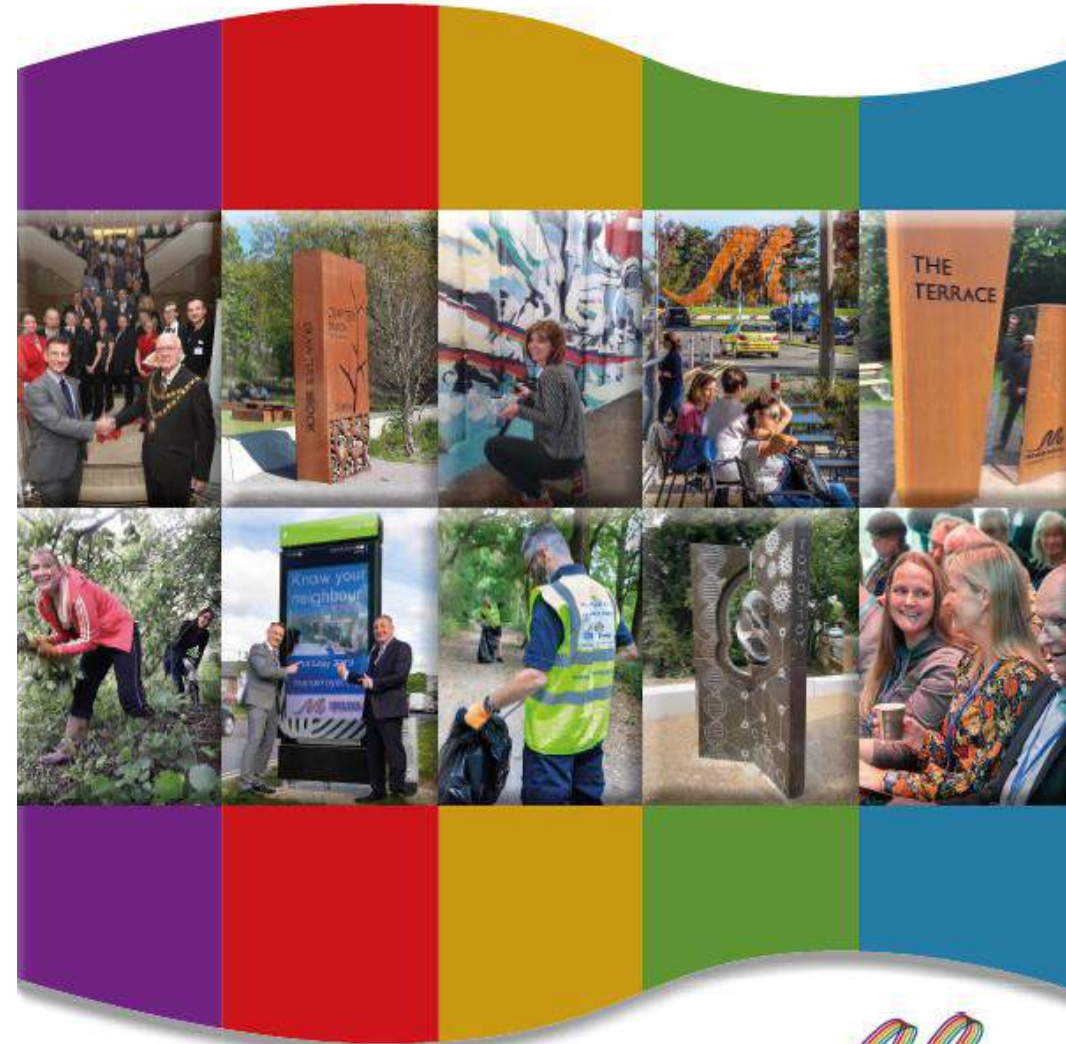
Available online

Plus full audited accounts



## Manor Royal BID

Annual Report 2022/23



*Our year in review*



# Manor Royal Matters 2023

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## 1. PROPOSAL: TO APPROVE MINUTES



# We exist to improve Manor Royal



Manor Royal Business Improvement District (BID)

Business Plan Prospectus  
(2018-2023)



1: Promote & influence



2: Trade & save



3: Infrastructure & facilities



4: Manage & maintain

## Vision

“For Manor Royal to be widely regarded as the place where companies and people choose to be for the strength of its business community and the quality of its trading and working environment.”

## Purpose

“Improve the trading and working environment of Manor Royal for the companies that trade here and the people that work here.”

## Method

Providing additional services, projects, events, improvements and investment exclusively for Manor Royal businesses and employees that otherwise would not happen.



# Business Plan (2023-28)

5 Years. 5 Objectives. 1 Manor Royal.

-  Promote and influence
-  Trade and save
-  Infrastructure and facilities
-  Sustain and renew
-  Manage and maintain



Manor Royal Business Improvement District (BID)

Business Plan Prospectus  
(2023-2028)



*"5 years. 5 Objectives. 1 Manor Royal."*



# Vision

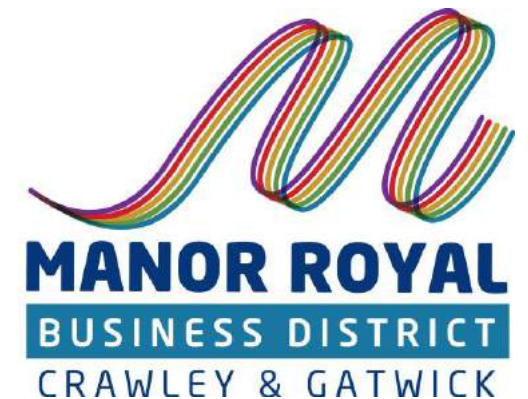
*“ For Manor Royal to be widely regarded as the place where companies and people choose to be for the strength of its community and the quality of its trading and working environment.”*



# We welcome your involvement

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- The BID is run by Manor Royal businesses
- The BID works for the benefit of all in the BID area
- Any levy payer can become a member of the company – it's free!
- Only members can vote and become a Director





# How we compare

## Levy rates

MRBD = 1.1%

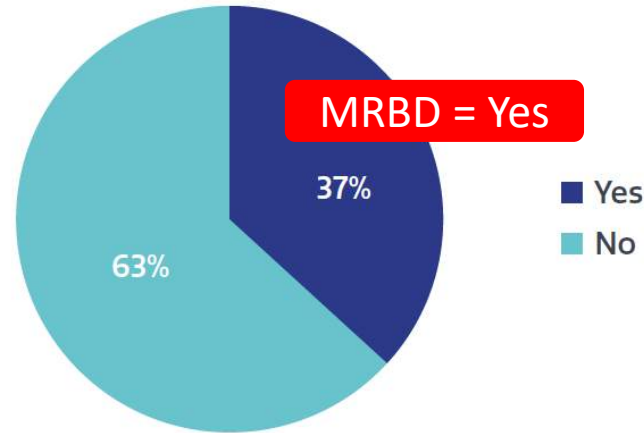
Measure	Levy Rates in % of RV
Quartile 1	1.1 ←
Median	1.5
Quartile 3	1.5
Maximum	6

## Hereditaments

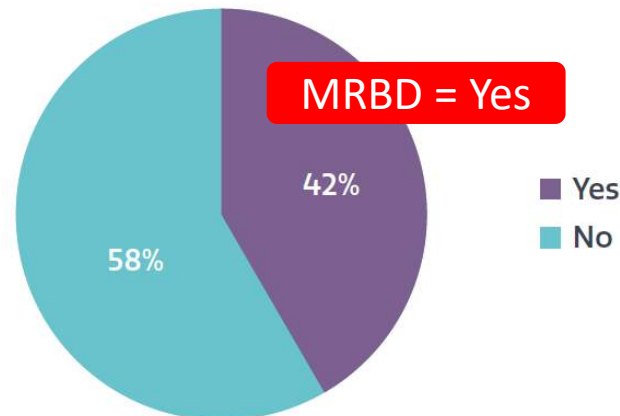
MRBD = 533

Measure	Number of hereditaments
Minimum	29
Quartile 1	265
Median	394
Quartile 3	537 ←
Maximum	3,000

## Use of inflation



## Use of caps



## Thresholds

MRBD = £12,000

Measures	Thresholds £
Lower Quartile	£3,875
Median	£7,500
Upper Quartile	£12,000 ←
Maximum	£400,000

## Caps

MRBD = £4,000

Measure of cap	£ amount of cap
Lower Quartile	£5,500 ←
Median	£12,000
Upper Quartile	£22,500
Maximum	£45,000

Source: British BIDs Annual BID Survey (2021)

# What this means is....

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## Manor Royal BID is...

- *One of the UK's biggest BIDS*
- *The levy rate is among the lowest*
- *The threshold is one of the highest*
- *The cap is amongst the lowest*

**So, the Manor Royal BID asks for less than most BIDs in the UK**





# Manor Royal Matters 2023

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## 2. Our accounts

The money and how we're spending it



## 2. Approval of accounts – spend in the year

	BUDGET		ACTUAL	
	£	% of income	£	% of income
Levy Income	540,686	91%	480,473	70%
Other income	54,122	9%	205,831	30%
<b>Total Income</b>	<b>594,808</b>		<b>686,304</b>	
Central costs	57,039	10%	66,325	10%
Levy Collection	16,236	3%	16,236	2%
Accrual	8,118	1%	-(2,257)	0%
Obj1: Promote & Influence	59,043	10%	43,001	6%
Obj2: Trade & Save	129,130	23%	133,636	19%
Obj3: Infrastructure & Facilities	115,387	20%	314,221	46%
Obj4: Manage & Maintain	199,000	35%	218,035	32%
Contingency	10,824	2%	-	0%
<b>Total</b>	<b>594,777</b>	<b>104%</b>	<b>789,197</b>	<b>115%</b>
Surplus (Deficit)	31		-(102,893)	
Balance at the start of the year	-		-	
<b>Reserves</b>	<b>31</b>		<b>-(102,893)</b>	

**Members Funds at year end £125,337 /// Cash at bank at year end £145,465 /// Clean set of accounts**

## 2. Approval of accounts – spend to date

	BUDGET		ACTUAL	
	£	% of income	£	% of income
Levy Income	2,599,470	91%	2,595,031	68%
Other income	260,202	9%	1,201,918	32%
<b>Total Income</b>	<b>2,859,672</b>		<b>3,796,950</b>	
Central costs	274,228	10%	312,798	8%
Levy Collection	78,060	3%	78,060	2%
Accrual	39,030	1%	15,745	0%
Obj1: Promote & Influence	283,861	10%	230,010	6%
Obj2: Trade & Save	620,821	22%	609,354	16%
Obj3: Infrastructure & Facilities	564,751	20%	1,542,210	41%
Obj4: Manage & Maintain	956,742	33%	890,815	23%
Contingency	52,040	2%	-	0%
<b>Total</b>	<b>2,869,533</b>	<b>100%</b>	<b>3,678,992</b>	<b>97%</b>
Surplus (Deficit)	-(9,861)		117,958	
Balance at the start of the year	10,000		7,377	
<b>Reserves</b>	<b>139</b>		<b>125,335</b>	<b>3%</b>

**Members Funds at year end £125,335 /// Cash at bank at year end £145,465 /// Clean set of accounts**

## 2. Approval of accounts –the surplus (note 11)

BID Reserve (in line with policy)	50,000
Launch of ReEnergise Manor Royal / roof top solar project*	550,000
Facilities upgrades (MicroPark delivery Phase 2)*	200,000
Superhub bus top detailed design**	100,000
Security camera upgrades ***	30,000
Introduction of the “Move it” Sustainable Travel Project**	25,000
<b>Total</b>	<b>775,000</b>

### Points to note:

\*Third party contributions from the Crawley Towns Fund will help meet the cost of this project

\*\*Third party contributions from the Crawley Growth Programme will help meet the cost of this project

\*\*\*A grant from the Safer Sussex Partnership will help meet the cost of this project.

## 2. Approval of accounts – key points

- Clean set of accounts & BID remains a going concern
- Significant income attracted from third parties (30%)
- Central costs remain low, and below industry good practice level
- Significant spend on infrastructure – Microparks & facilities (46%)
- Investment in security and maintenance (32%)

## 2. PROPOSAL: TO APPROVE ACCOUNTS





# Manor Royal Matters 2023

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## 3. Proposal: To authorise Board to appoint auditors



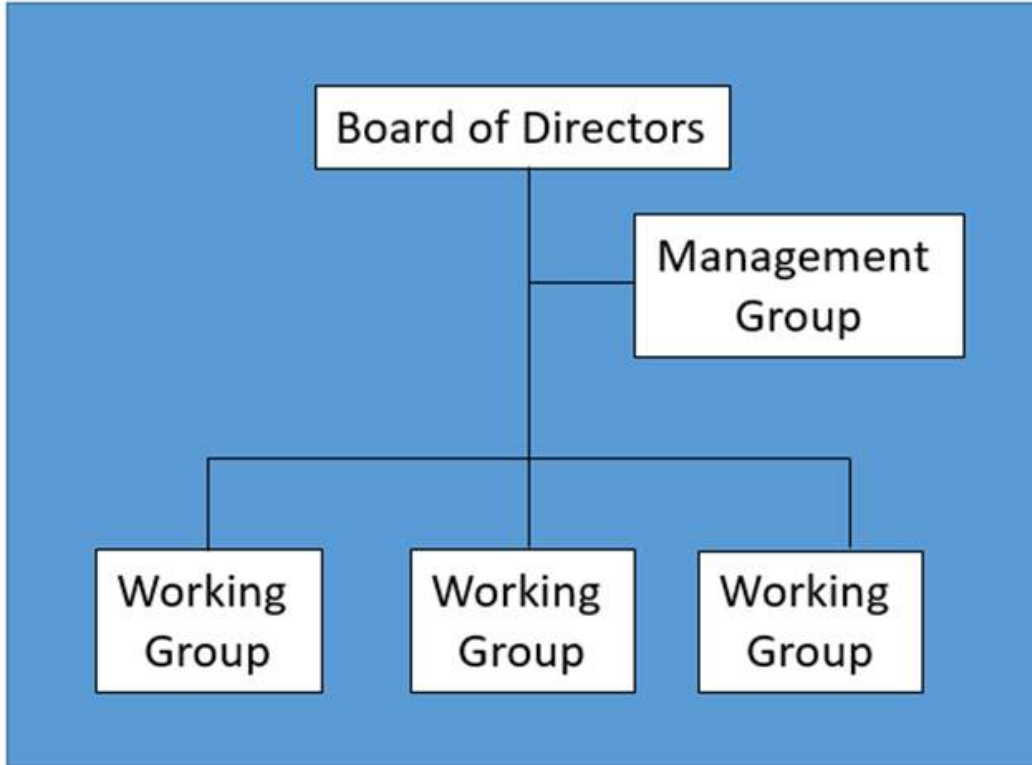
# Manor Royal Matters 2023

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## 4. Elections, re-elections and retirements



# Governance



## THE BOARD

11 people, plus advisers. Meets quarterly. Accountable body.

## MANAGEMENT GROUP

Approx 15-20 people. Meets 2 times per year. Provides scrutiny, challenge & test for new projects and initiatives. Meetings to include (1) a planning meeting in January and (2) an accountability meeting July.

## WORKING GROUPS

These are thematic groups based around a theme, project or task. They can be on-going or job and finish. They are as big as they need to be and meet when they need to, which will vary from group to group



# The Board – split into two portfolio areas

## Portfolio 1: Governance, Finance and HR

Name	Company
Patrick Heath -Lay	People's Partnership
Martha Burnige	Gatwick School
Trevor Williams	Thales UK
Ann Horne	Harwoods JLR
Paul Searle	P&H Motorcycles

## Advisers

Name	Company
Julie Kapsalis	Coast to Capital LEP
Nick Burrell	West Sussex County Council
Clem Smith	Crawley Borough Council
Robert Lanzer	West Sussex County Council

## Portfolio 2: Projects, Services and Partnerships

Name	Company
Markus Wood	Avensys
Anthony Maynard	CGG
Michael Deacon-Jackson	FTD Johns
Yvonne Taylor	PPL Insights
Tim Rose	Elekta
Cllr Atif Nawaz	Crawley Borough Council



# Management Group

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- 30 people, but can be more
- Meets twice a year
  - Jan: planning
  - July: accountability
- Feeding into the Board
- Providing scrutiny
- Generating ideas

More open  
More engagement  
More input  
Less meetings



# Manor Royal Matters 2023

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## 4. Elections, re-elections and retirements



# The Board



**Trevor Williams**  
Thales UK



**Yvonne Taylor**  
PPL Insights



**Paul Searle**  
P&H Motorcycles



**Markus Wood**  
Avensys



**Martha Burnige**  
Gatwick School



**Tim Rose**  
Elekta



**Michael Deacon-  
Jackson**  
FTD Johns



**Cllr Atif Nawaz**  
Crawley Borough  
Council



**Ann Horne**  
Harwoods



**Anthony Maynard**  
CGG



**Patrick Heath-Lay**  
The People's  
Partnership

# 4. Elections, re-elections and retirements

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## *Retirements (without re-election)*

1. Yvonne Taylor, PPL Insights
- 

## *Directors standing for re-election*

1. Tim Rose, Elekta
  2. Michael Deacon-Jackson, FTD Johns
- 

## *Members standing for election*

1. Gary Tomlinson, SOS Systems Ltd



# 4. Elections, re-elections and retirements

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## *Members standing for election*

### 1. Gary Tomlinson, SOS Systems Ltd

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Gary is a Solutions Director at SOS Systems Ltd based in County Oak, where he has been for 10 years.

He is interested in using his technology and digital transformation expertise to help propel Manor Royal into a digitally-enabled, thriving business community.



# Annual Report

*Our year in review*

*Performance highlights*





# Performance by numbers



1

New Micropark

7

events

10,000

Copies of Manor  
Royal News to all

80 hours per  
week additional  
security

3 charity events  
raise over £2,000

60km

additional winter  
gritting

38

training  
sessions saving  
circa £38k

89%

sbusinesses vote  
"YES" to renew BID

300+

Training delegates

200+

Business Watch  
members

180 hours of  
volunteering

238

security  
alerts

889

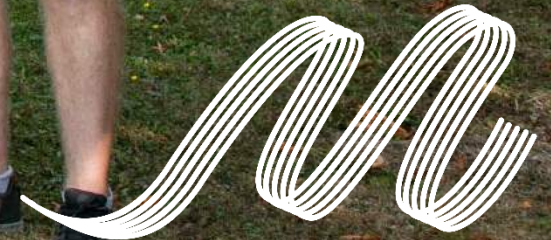
jobs on  
the jobs board  
saving over £200k

£200k+  
additional funding

12 monthly  
bulletins



# Maintenance team - Expanded



**MANOR ROYAL**  
**BUSINESS DISTRICT**  
CRAWLEY & GATWICK



# Manor Royal BID Jobs Board

**73%** *increase in jobs being advertised on the Manor Royal BID Jobs Board*







Funded by  
UK Government



POWERED BY  
**LEVELLING**  
**— UP —**



# Training sessions

**38** *training sessions  
organised, attended by over  
300 learners collectively  
saving over £38,000*



# About the Manor Royal Training Programme

*"Thanks for your ongoing help with all these courses. I get really good feedback from my team every time they go on one as to how useful it is"*

**Metrobus**



# Charity fundraising events





# Manor Royal BID events

**7** *events organised by the BID, attended by circa 1,000 delegates*





Dedicated additional security





# About Security support

*"Wow that's amazing and shows why the BID is so important to the community in Manor Royal. Grateful for your time and effort in this matter.."*

**Virgin Atlantic**

# Manor Royal Careers Fair

EMPLOY  
CRAWLEY  
Your free local service

Help in your search for work

Interview tips

Cover letter

Personal advisor

Job search

For more information or to  
appointment please  
employ





# About the Careers Fair

*"I wanted to share two success stories from the careers fair...I feel this was a very successful event for us as we are for the first time since March fully staff and raring to go in 2023!"*

**Delta Security Management**

# MANOR ROYAL BUSINESS DISTRICT

Business Improvement District (BID)

## Projects Pack

2023 -2028

FINAL DRAFT  
11th AUGUST 2022





**Manor Royal BID Renewed**  
**88% by number**  
**93% by Ratable value**



# About the Manor Royal BID Renewal

*"The difference you make is significant. Hopefully, those voting will continue to back you so that you can continue to implement an excellent service for the residents of Manor Royal."*

**Manor Royal Business Owner**



# Thank you

---



Coast to  
Capital





# What next 2023-24?

- Launch new energy and utilities savings partnership (**Eden Utilities**)
- Finalise new **Projects Pack** and area-wide Environmental Audit
- Start delivery of the Manor Royal **Sustainability Action Plan**
- Finalise plans and secure consent for first **Woolborough Lane Linear Park**
- Establish the **Manor Royal “Move It”** to support sustainable travel
- Complete Phase 2 of the **Crawley Growth Programme** transport infrastructure improvements
- Finalise plans and secure planning consent for first **“Superhub” bus stop**
- Launch **Re-energise Manor Royal** (Local Energy Community)
- Oversee and deliver the Manor Royal elements of the **Crawley Town Deal**
- Review and invest in additional **CCTV & ANPR** camera infrastructure



Promote  
and influence



Trade  
and save



Infrastructure  
and facilities



Sustain  
and renew



Manage  
and maintain

# Quality



## ReEnergise Manor Royal

Association of Decentralised Energy Award

West Sussex CC recognized, working with  
Manor Royal BID and Crawley BC



[www.manorroyal.org/energy](http://www.manorroyal.org/energy)

# Quality



## South & South East In Bloom Winners 2023

### Categories

Conservation area (Crawter's Brook)

Business Improvement District

[www.manorroyal.org/projects](http://www.manorroyal.org/projects)



# Eden Utilities - new partnership



**Go talk to Sue about tapping into**

- Competitive utilities pricing
- More strategic utility buying
- Free energy audits
- Energy forecasting & cost risk management
- Access monitoring & consumption platform

[www.manorroyal.org/utilities](http://www.manorroyal.org/utilities)

# Manor Royal Matters 2023

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ANY questions?





# Agenda

# #ManorRoyalMatters

0945 to 1030

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Innovation & Skills  
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Sustainability  
Matters

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Plenary

Decade of  
delivery (*Film*)

Our possible  
tomorrow

End & Lunch



# Thank you

*For a decade of dedication*

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**Trevor Williams**  
Thales UK



**Michael Deacon-  
Jackson**  
FTD Johns



**Paul Searle**  
P&H Motorcycles

