

# Manor Royal BID BID Levy Leaflet

Term 3 | Year 3 | 2025 - 26



*Be part of it!*

## Your BID Levy Bill explained

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

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 1.1% of the rateable value of the property with a cap of £4,000.

A 2.5% increase on levy bills has been applied to allow for inflation, which amounts to an increase of between £3.30 to a maximum of £100 per annum.

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 upon request or at [www.manorroyal.org](http://www.manorroyal.org)

## FOCUSSED ON CHANGE

Originally set up in June 2013, businesses have twice voted to keep the Manor Royal BID going. In March 2023 businesses voted for the BID to continue for another 5 years until 31 March 2028.

This leaflet highlights some of the work and achievements of the past year. None of this would have happened without the BID, which is managed by Manor Royal businesses.

To satisfy print deadlines this leaflet was prepared before the year end. 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 contact the BID Office or visit [www.manorroyal.org](http://www.manorroyal.org)

## WHAT THE MANOR ROYAL BID DOES

In March 2023, 88.8% of voting Manor Royal businesses, accounting for 93.4% by rateable value, voted "yes" to continue the Manor Royal BID for a third five-year term (2023-28). This provided the mandate for the BID to draw down an investment package of over £5m solely focussed on the improvement of Manor Royal as a place to trade and work.

The Manor Royal BID is the only organisation solely focussed on improving Manor Royal, which it does by delivering additional services, projects and events exclusively for Manor Royal businesses and people.

To read the new Business Plan and to see what will be delivered over the next five years visit [www.manorroyal.org/BID3](http://www.manorroyal.org/BID3)

# *The Levy explained*

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

# A look back at last year

## How the BID levy was spent

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

INCOME	£	%
BID Levy	552,700	71%
Other income	226,000	29%
<b>Total Income</b>	<b>778,700</b>	

EXPENDITURE	£	%
Project costs (by business plan priority)		
Objective 1: Promote & influence	42,813	5%
Objective 2: Trade & save	97,530	13%
Objective 3: Infrastructure & facilities	261,776	34%
Objective 4: Sustain & renew	193,190	25%
Objective 5: Manage & maintain	221,442	28%
<b>Total project costs</b>	<b>816,750</b>	<b>105%</b>
Central costs	78,733	10%
Renewal costs	0	0%
Levy collection fee	16,830	2%
<b>Total expenditure</b>	<b>912,314</b>	<b>117%</b>
Operating balance (anticipated)	(133,614)	
Fund carried forward from prior year	138,456	
<b>Closing balance (anticipated)</b>	<b>4,841</b>	



This year marks 75 years since Princess Elizabeth (later Queen Elizabeth II) named Manor Royal.

To mark the occasion we have launched the free to enter Manor Royal Recognition Awards Scheme to celebrate the great work of the people and companies of Manor Royal.

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

## Working for a better Manor Royal

As well as investing in better services and facilities, the Manor Royal BID operates at a strategic level to ensure the area is well-placed to benefit from new investment. The Manor Royal BID is a key part of the Crawley Town Deal Board that has already attracted significant funding to help deliver new park areas and facilities.

In the remaining years of this BID Term (2023-28) this new funding stream, in combination with Crawley Growth Programme funding, means that the Business District is set to benefit from multi-million pounds of additional funds to improve the public realm, create new facilities and make Manor Royal more sustainable.

## What the Manor Royal BID has delivered

Throughout the year the Manor Royal BID has continued to deliver core services and projects exclusively to Manor Royal companies, including: 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, free on-line training, representation and lobbying and a dedicated programme of events.

View our Projects at [www.manorroyal.org/projects](http://www.manorroyal.org/projects)

View our Services at [www.manorroyal.org/benefits](http://www.manorroyal.org/benefits)

View our Events at [www.manorroyal.org/events](http://www.manorroyal.org/events)

## Objective 1, Promote & influence

- Manor Royal News distributed quarterly to every business
- Monthly eBulletins issued to circa 2,000 subscribers each month
- 8 events delivered including Know Your Neighbour, Manor Royal Matters, People Conference, and Christmas Event attended by circa 1,000 people
- Manor Royal Recognition Award Scheme launched
- Manor Royal Gratitude Scheme, in partnership with Crawley Town FC, recognising the work of Manor Royal companies and people.
- Charity 6-a-side Football and Christmas event raise over £2,000 for good causes
- Manor Royal Careers Fair delivered in partnership with DWP
- Quarterly programme of free informal “Connected Crawley” networking, in partnership with Gatwick Diamond Business, Crawley Town Centre BID and Freedom Works
- Manor Royal represented on Crawley Town Deal Board, where the BID is a delivery partner for multi-million pounds of investment allocated to Manor Royal projects
- Regular managed social media content (Facebook, Twitter, Instagram, LinkedIn)
- Manor Royal represented on national industry bodies: British BIDs
- Manor Royal BID a key deliver partner as part of the £multi-million Crawley Growth Programme.

## Objective 2, Trade & save

- Almost 100 businesses and 1,000s of staff benefit from easit transport, saving over £190,000 in membership fees alone
  - Over 30 accredited training sessions delivered in partnership with Crawley College, attended by almost 300 learners saving companies circa £40,000(1)
  - Over 480 job postings on the Manor Royal Jobs Board saving companies over £185,000(1)
  - Manor Royal eLearning Platform(Access) providing free online training
  - Cari Wellbeing Platform provides free to access staff and company wellbeing promotion and assessment tool.
  - 7 Free conservation-based team-building volunteering days organised in partnership with Sussex Wildlife Trust, involving 96 people and delivering 480 hours of supported volunteering
  - Management of Manor Royal Digital Signs providing cheaper local advertising
- (1) Figures do not include events, training or jobs posted taking place in January, February and March

## Objective 3, Infrastructure & facilities

- Phase 3 of the Crawley Growth Programme transport infrastructure improvements to complete the dedicated bus lane and transport corridor along Manor Royal road and undertake road repairs started.
- Design work for Woolborough Lane Linear Park completed and planning consent pending.
- Planning consent granted for Manor Royal (Central) Superhub bus stop (the town’s first) plus surrounding park area.
- Planning consent granted for phase 2 of Crawler’s Brook People’s Park (Lost Woodland Gallery and seating area)
- Installation of large-scale entranceway mural for Hazelwick Flyover (Gateway 1) scheduled March 2025.
- Prime contractor for installation of park areas and final entranceway upgrades appointed.

## Objective 4, Sustain & renew

- First phase of the “Move It” (sustainable transport) Project delivered, with Crawley Growth Programme funding
- CSR Brokerage Pilot launched, in partnership with RPD Foundation and Crawley Community Action
- ReEnergise Manor Royal (solar energy project) progressed, including the appointment of new delivery partner (BHESCo). Proposals sent to first adopters of free solar panels.
- Production of a Green Infrastructure Framework and Biodiversity Plan to improve and enhance the environment and deliver on sustainability goals.

## Objective 5, Manage & maintain

- Dedicated Business Ranger Service (security patrols, reassurance visits, police liaison) provided an additional 80 hours of dedicated security
- Provision of free to access security radio scheme for vulnerable retailers, with additional radios purchased
- Expanded Maintenance Team provides dedicated, enhanced area-wide maintenance.
- Additional winter maintenance service deployed 8 times between Dec 2023 and Feb 2024
- Manor Royal Business Watch Scheme free to all, including access to the Safer Premises Intranet (DISC) system, weekly security bulletins and security alerts issued to Members
- Operation and management of area-wide CCTV/ANPR camera system



# A look ahead



**Promote  
and influence**



**Trade  
and save**



**Infrastructure  
and facilities**



**Sustain  
and renew**



**Manage  
and maintain**

## 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. The budget aligns to the agreed vision and objectives to improve the Business District as set out in the Business Plan that businesses voted for.

INCOME	£	%
BID Levy	564,444	20%
Other income	2,220,828	80%
<b>Total Income</b>	<b>2,785,272</b>	
EXPENDITURE		
Project costs (by business plan priority)		
Objective 1: Promote & influence	45,991	2%
Objective 2: Trade & save	93,591	3%
Objective 3: Infrastructure & facilities	1,150,341	41%
Objective 4: Sustain and renew	1,094,091	39%
Objective 5: Manage & maintain	235,791	8%
<b>Total project costs</b>	<b>2,619,805</b>	<b>94%</b>
Central costs	86,379	3%
Accrual for renewal	0	0%
Levy collection fee	17,170	1%
<b>Total expenditure</b>	<b>2,723,354</b>	<b>98%</b>
Operating balance (anticipated)	61,918	
Fund carried forward from prior year	5,000	
<b>Closing balance (anticipated)</b>	<b>66,918</b>	

### This will deliver

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

- Fund the first solar installations for early adopters in support of renewable energy generation as part of ReEnergise Manor Royal (Local Energy Community), subject to legal agreements
- Liaise with Crawley Borough and West Sussex County Councils on the delivery of Phase 3 of the Crawley Growth Programme Manor Royal transport improvements, started in 2024/25
- Deliver the inaugural Manor Royal Recognition Award Scheme
- Secure planning consent and construct the planned new facilities upgrades (park areas and entranceway improvements), with the support of the Crawley Towns Fund
- Continue to deliver actions contained in the Manor Royal Sustainability Action Plan
- Deliver the Manor Royal "Move it" programme in support of sustainable travel and modal shift, supported by the Crawley Growth Programme
- Publish the Manor Royal Green Infrastructure Framework and Biodiversity Plan
- Delivery of the CSR Brokerage Pilot, with RPD Foundation and Crawley Community Action
- Explore options for upgrading area-wide CCTV and ANPR
- Represent the interests of Manor Royal on the Crawley Town Deal Board, including the rollout of gigabit broadband

### 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](http://www.manorroyal.org) / [info@manorroyal.org](mailto:info@manorroyal.org) / 01293 813 866

Unit 38 Basepoint Business Centre, Metcalf Way, Crawley, West Sussex RH11 7XX

Follow us on X @manor\_royal

Join us on Linked In

Like us on Instagram manor\_royal

Follow us on Facebook @ManorRoyalBID

Sign up to FREE monthly eBulletins via the homepage of the Manor Royal website



*Be part of it!*