



Business
Improvement
District

Globe Business Park

Globe Business Park BID
Business Plan
2020 – 2025



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Mission Statement and Vision

A Diverse and Vibrant Trading Environment Working to Establish a Thriving Community

Mission Statement:

The Globe Business Park (GBP) Business Improvement District (BID) works to develop and enhance the facilities, accessibility, productivity and overall appearance of GBP to maintain and develop a diverse and vibrant trading environment.

The BID aims to promote and foster economic growth by making GBP an attractive place to work and do business.

Our mission is to promote the business park as a location of choice for both employers and employees across the Thames Valley, by working in partnership with businesses and key stakeholders.

Vision:

Our vision is to develop the business park into one of the premier trading environments within the Thames Valley capable of attracting and supporting a broad spectrum of companies by:

- Developing multi layer business activity and opportunity;
- Fostering growth;
- Promoting a sense of community; and
- Improving facilities and image.



Message from the Chair



As a mixed use Business Park with multiple stakeholders and some key issues GBP is a prime location for a Business Improvement District. Since initial inception in 2015 the BID has faced many challenges and it is fair to say there have been many lessons learnt. However, working collectively and strategically the BID team have had demonstrable successes and developments across the Business Park.

It became clear early in the GBP BID journey that the key issues facing GBP and its users were long term projects that would require navigating and negotiating with specific partners and agencies. This has been a sometimes frustrating process but we can now see the benefits as projects relating to parking, access/egress and highway infrastructure unfold.

The BID Board have worked with consistency and perseverance to enable GBP to fulfil its potential as a thriving business park and place of choice to do business. GBP sits in

the heart of the Thames Valley and remains economically important to Marlow and the wider geographical area.

Despite our success there remains a lot of work to be done and we are excited about this and truly believe a BID is the best vehicle to see GBP develop and thrive.

Ultimately you get to decide the benefit of the BID to you and your business. We hope the succession of a 2nd BID term for GBP is an easy decision for you to make.



Gareth Hughes
Procurement and Property Director, Whistl



Message from the BID Manager

It's been a pleasure to work with so many of you over the past 5 years. Understanding that the key issues facing businesses had longer term solutions has proven challenging but with key parking and access schemes due to be delivered I hope the work to get these into reality will help shape the GBP of the future.

As a mixed use & mixed ownership business park we often face complex solutions to what appear to be straightforward issues. Through commitment of the BID Board and many other GBP businesses and stakeholders we've made great strides in securing the

foundations to build on, to create a Business Park of choice.

There's still lots to be done and I'm here to answer any questions you have about the BID, past, present or future.

Please feel free to contact me on:

07850310592
margaret.mccarthy@groundwork.org.uk

Margaret McCarthy
GBP BID Manager



As a co-opted member on the Bid Board, we are very keen to see the success of the Bid 2 application. The Business Improvement District has to date made a very important impact on the Business Park, as well as attracting more businesses to the area. The success of the Business Park is key to the overall vibrancy of the town and something we are very keen to see maintained. Having a representative on the Bid Board, has enabled us to contribute knowledge and expertise to assist in many areas of the improvements that have been achieved. Joined up thinking is such a major part of a town's success, the town needs the business park and the business park needs the town, the two work well in tandem.

It is also important to take into account the many actions that have taken place to improve the business park during the first Bid term, which without Bid may not have happened. These improvements are attracting more businesses to the park, which again is really helpful for the town. There is more work to be done, some of which is already in the pipeline and needs to come to fruition, especially with regards to access and egress to the business park. I would wholeheartedly support the application for BID 2 as we believe it is essential to grow the talent and investment into Globe Business Park, which will result in a vibrant busy town with increased revenues and growth for both the private and public sector.



Jocelyn Towns
Leader of Marlow Town Council 2019-20

The Executive Board

The BID Board is made up of volunteers from businesses on GBP and co-opted members to provide a team of competent and dynamic individuals who are passionate about GBP. The Board determines how the BID can strategically manage and improve the GBP for all users.

The Board is made up of the following:

Gareth Hughes – BID Board Chair	Procurement & Property Director	Whistl
Martin Kolaszynski – BID Board Vice Chair	Operations Director	Koppers Performance Chemicals
Clive Capp	SVP - Group HR & Recruitment	PJ Investments UK
Jon Williams	COO	The Marlow Club
Matt Jones	Sales Director	Softcat
Emma Palfrey	Facilities Manager	Amicus Therapeutics
Co-opted members:		
Paul Deriaz	Director	Deriaz Campsie
Jocelyn Towns	Leader of the Council 2019-20	Marlow Town Council
Steve Bramhall	Managing Partner	Cheriton Financials

Nominations for the BID Board can be made at any time through the BID Project Manager

Members of the Executive Board are responsible for:

- Guiding and directing the Project Manager in the delivery of the business improvement programme;
- Ensuring that the governing body is held accountable for expenditure of programme monies;
- Approving eligible expenditure in line with the delegated powers detailed within the financial regulations;
- Monitoring and reporting to members of the Wider Group on the achievements of the business improvement programme and its overall performance.



What is a Business Improvement District (BID)?

A Business Improvement District enables groups of businesses to commission projects that will lead to improvements in their local trading environment funded through an additional levy charged through the business rates system. BIDS are fundamentally a fair and equitable mechanism to deliver additional projects and services that improve trading environments.

The funding cannot be used to support or pay for services that are a statutory provision of the public sector, and can only be invested in line with the aims and objectives determined by the business community, contained in this proposal. Once collected the funding is ring fenced locally and used to commission and

deliver projects or services as agreed by the Globe Business Park community.

In summary a BID:

- Can only be formed following consultation with businesses and a ballot in which businesses vote on a BID Proposal for the area.
- Is adopted following a ballot run by the local authority.
- Can only go ahead if the ballot is won on two counts: majority yes votes by number and majority of the rateable value vote.
- Runs for a maximum five-year term.
- Gives businesses a co-ordinated voice for change.



Key Partners



Key to a successful Business Park is working effectively in partnership with:



Vote Yes

Reasons to vote YES!



Connected business voice and representation - BID

representatives not only attend regular meetings and events on behalf of GBP we also host and initiate open dialogue with key stakeholders to ensure the best outcome for GBP.



Positive Promotion of GBP – We promote the Business Park as an important economic area and good place to do business.



Ability to apply for key funding opportunities (not available to individual businesses) – As a BID we are well placed to apply for

additional funding to support economic growth, implement projects and schemes that link in with the wider community and local strategic plans.



GBP Events – Keeping business connected is key to maintaining a vibrant working environment. Holding regular business meetings and wider community events provides opportunities to network, keep informed and enjoy the local area. Our ever popular led walks, (with a free lunch) continue to attract walkers from across the Business Park. New outdoor initiatives are planned for 2020.



Shared services and benefits – By working together we can operate schemes and initiatives across the business park at no cost or greatly reduced cost to businesses.



Improved Facilities - We champion new developments and look for opportunities to provide improved facilities for regular users and visitors to the Business Park. This enables variety and choice to a working day for business and leisure activities.

The consequences of voting no....

The consequences of not having a BID for GBP go wider than just stopping the project work we do and the improvements we make. Our valuable lobbying and representative role (often unseen) would also cease, leaving the business community without influence.

GBP has reached an important stage in its development with long awaited key successes about to be delivered. Without a BID there is currently no other mechanism to ensure the business needs are addressed and the collective business voices heard.

Address Long-term funding for GBP (BID, WDC, BCC)

New signage at Westhorpe & on the park (BCC, WDC, BID)

Marketing of GBP, advertising & publicity (WDC and BID)

Need for ongoing & senior corporate commitment (WDC, BCC, BID)

New developments inc. Travelodge Hotel, The Ralph (Fourth Avenue), Leo Gym (Fieldhouse Lane), & part of the Koppers site (BID, WDC, BCC, various)



Transforming Globe Business Park

Major redevelopment & refurbishment schemes including Crowne Plaza & the Marlow Club (BID, WDC, BCC, various)

Cycle Scheme (BID, WDC)

Sustainable Transport Strategy (BID/BCC/WDC)

Liftshare & PTP scheme (BID)

Development of the Marlow Branch Line (BID/Others)

Walking maps and promotions (BID, BCC, Living Streets)

On Demand Bus service (BID, WDC)

New road safety signage to reduce speeding (BID)



SUSTAINABLE TRANSPORT



CONSTRUCTION PROJECTS



FUNDING & SUPPORT



MARKETING, ADVERTISING, PUBLICITY



Newtown Pit CP
(BID, Developer)

TTRO for FHL
(BID, TfB)

Permanent TRO
Fieldhouse Lane
(BID, TfB)

Permanent TRO
Fieldhouse Lane
(BID, TfB)

Parking Controls on
Parkway allied to
new paving and kerb
realignment (BID, TfB)

Marlow Club Car Park
(TMC)

New parking at Marlow
Rugby Club (BID and
MRFC)

Security scheme (BID)

What is Needed (& by whom)



Improvements to HE
network, including
Westhorpe (HE, BCC,
Steering Group)

Improvements to local
roads (BCC/Steering
Group)

Improved Vehicular
Access /Egress to Marlow
International (Marlow
International, BID)

Landscaping Initiatives
(BID)

Improve Newt Ditch &
the water pipeline under
the A404 (BCC, BID,
landowner)

Resurfacing of poor
quality roads
(TfB, others)



PARKING
IMPROVEMENTS



ENVIRONMENTAL
/SURFACE WATER



HIGHWAY
IMPROVEMENTS

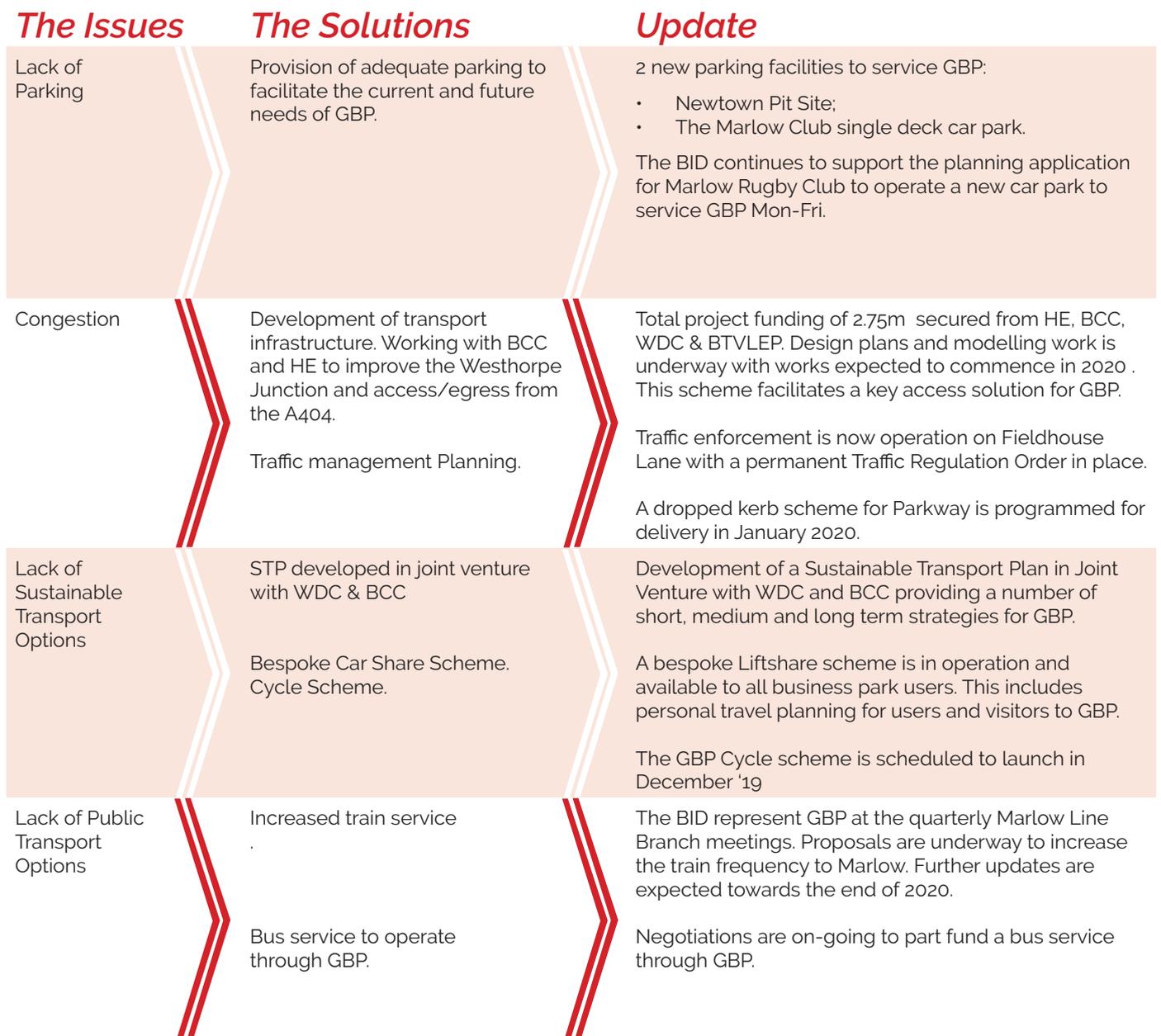


SECURITY

The Story so Far...

Over the past 5 years we've built a solid foundation for GBP to thrive and prosper. Working with key stakeholders we've achieved some significant successes since commencement in 2015. Below is an update on where we are to date:

Sustainable Transport, Parking, Congestion and Highways



Parking I

Primary issue for GBP at commencement of GBP BID in 2015:

Progress to date: Two new parking facilities in place and one parking option currently in planning.

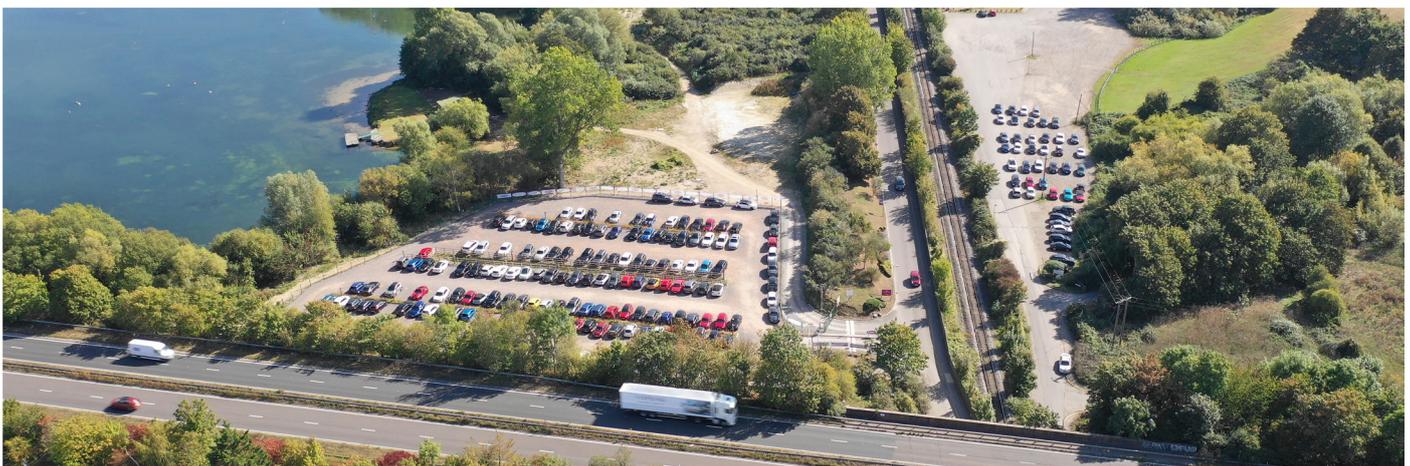
Newtown Pit

Planning application funded by GBP BID Board through funding agreement. Planning successful and car park now fully operational providing 200 off road spaces.

Before



After



Parking II

The Marlow Club

Single deck car park providing 160 spaces, operated by WDC and The Marlow Club.

Before



After



Marlow Rugby Club

Planning application funded by GBP BID Board with planning currently in progress . A successful outcome will provide 180 spaces to serve GBP Mon-Fri 8 am - 6 pm.



Congestion & Parking Enforcement

Critical issues with **congestion** particularly around the Fieldhouse Lane area (centre of GBP). **Parked vehicles** on the public highway, including corners, caused daily issues for GBP with the BP often grinding to a halt as HGVs were unable to navigate parked vehicles.

A Temporary Traffic Regulation Order (TRO) was approved in 2017 for double **yellow lines** and **kerb blips**. Order made permanent in 2019. The application process and all associated works were funded by the BID.

Before



After



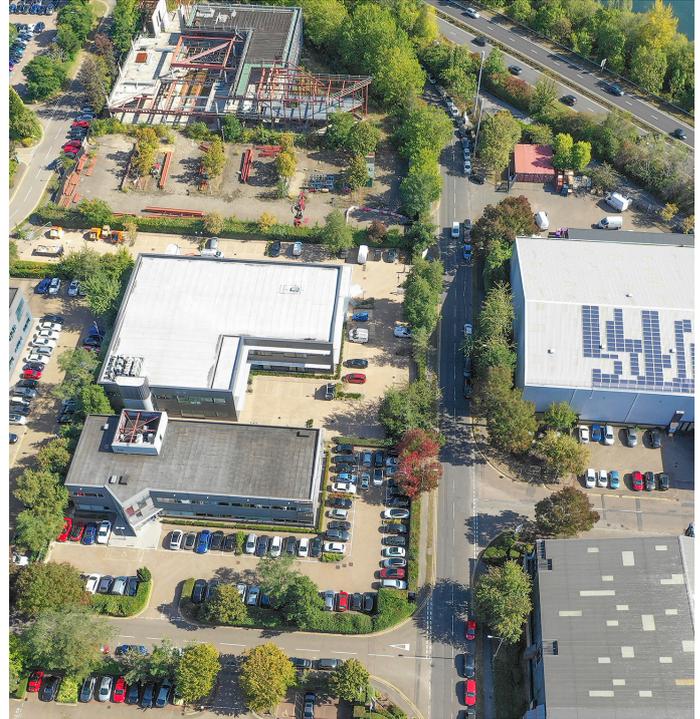
Parkway Drop Kerb Scheme

Vehicles parking on public highway on both sides of the main entry road into GBP. This causes significant safety concerns, discourages new businesses and hinders potential investment.

Successful **CIL funding** awarded for a **dropped kerb scheme** for the length of Parkway. This will create bespoke parking bays and the remaining road will be parking enforced.

Consultation has been completed and works have been programmed to be undertaken in January 2020.

Scheme coming in January 2020.



Highways Improvements

£2.75m funding secured* for Westthorpe Interchange Upgrade.

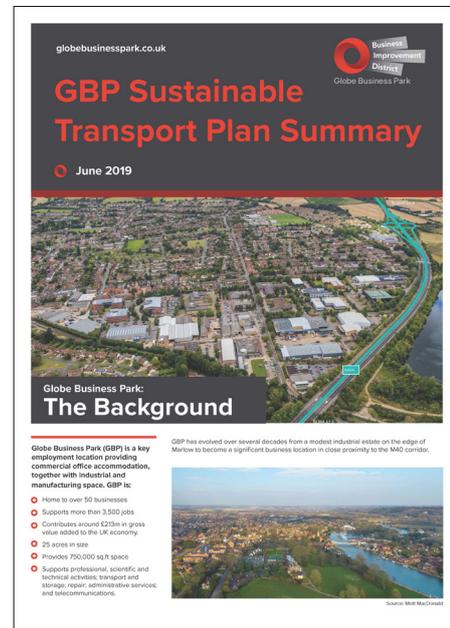
The aim of this work is to **improve peak time access** to and from GBP by putting in place integrated measures that will enable traffic movements to operate with greater efficiency. Congestion on this busy interchange is not only an issue for people working on GBP - but for local traffic too.



Sustainable Transport I

Sustainable Transport Plan

Joint venture with Wycombe DC & Buckinghamshire CC. Established short, medium and long terms options specifically for Globe Business Park.



Making sustainable business travel a reality.

6th September 2018



Liftshare

5-year service plan for a bespoke car share scheme for GBP including personal travel planning for all users.

On Demand Transport Service

5-month trial operated with Zeelo. Trial included services from Maidenhead rail station and High Wycombe rail station to GBP. Data from trail has been analysed and a funding request has been made for a 5-year delivery plan.



Sustainable Transport II

Cycle Scheme

Funding secured for a 40 cycle 'Boris Bike' type scheme. The scheme is aimed at businesses and visitors getting around the business park and local area during business hours. Scheme is programmed go live in December 2019.



New for 2020

BID2 work is underway to bring a Zipcar scheme to the business park.



The BID has come a long way in ensuring that Globe Business Park is recognised as a valued commercial centre within the South East area. In particular, improved signage has led to better locating of businesses, greater community awareness has resulted from involving both businesses and residents in regular group meetings and improved road safety has resulted from revised road markings and parking arrangements. Most importantly, the BID Board has cemented relationships with the various Local & National Authorities, essential in improving the commercial environment for attracting fresh business to this well-located area.

The BID has ambitious plans for the future prosperity of Globe Business Park in Marlow and has proven that it can deliver the necessary improvements for the benefit of businesses and residents alike.

Clive Capp – PJ Investment Group
SVP – Group HR & Recruitment



The Story so Far...

Connected and Co-ordinated

The Issues

Lack of Co-ordination Between the Business Community

No Resource Capacity to Lobby for Change

No Co-ordinated Plan to Attract Investors

No Mechanism to Encourage businesses to Network and Develop Inter-trading Opportunities.

The Solutions

Main point of contact for all business and associated stakeholders through Business Park Manager

Provision of a Business Park Manager

Targeted marketing campaign

Wider Group meetings held every April and October

Update

Business Park Manager in place.

Globe Business Park website set up detailing information, useful links and contact details.

Funds have been allocated for 2020 to develop an appropriate marketing strategy following increased occupancy during 2019.

All businesses and associated stakeholders are invited to attend Wider Group meetings held in April and October every year.



We started with a handful of walkers initially. It is a testament to Margaret's personality and good nature, as well as her communication, organisational and managing skills the group has grown close to around a hundred walkers. I am sure that all involved have realised both the health and social benefits gained, and even though these walks are fairly short due to lunch break restrictions everybody thoroughly enjoys them, especially the snacks afterwards !

Andy Proniw
Sorb Engineers Ltd



Connected and Co-ordinated II

Newsletter

Informative newsletters for all on Globe Business Park.



Health and Wellbeing

Quarterly walks with 50-60 regular walkers run in conjunction with Living Streets.



Website

Globe Business Park specific website with news, events and information.



New for 2020

Globe Business Park app and interactive information hubs!



The Story so Far...

Image enhancement and a Greener Trading Environment

The Issues

Inadequate Signage

Poorly Maintained Landscaping

No Single Identity for the Business Park

The Solutions

Introduction of entrance and directional signage.

Upgrade to existing statutory signage.

Management programme for signage and landscaping.

Work with WDC street naming team to communicate single identity – Globe Business Park.

Update

Complex issues due to planning are now resolved, with the anticipated signage scheme due to commence at the end of 2019.

Outdated road signage has been identified and a programme has been scheduled to replace signage throughout the local network. Following negotiations with the local authority this will be part funded by BID in a joint venture operation.

Landscaping options are on-going as required. This aspect has not been prioritised whilst infrastructure projects await commission.

Completed in 2018.



Despite my initial reservations, the BID group has, over their current term, really made a substantial impact with the changes and progress they have been able to achieve.

Parking and traffic flow was always my main concern and over the past couple of years some excellent work, to introduce provisions and make restrictions, have been implemented to vastly improve the situation.

I dearly hope they can continue the positive momentum.

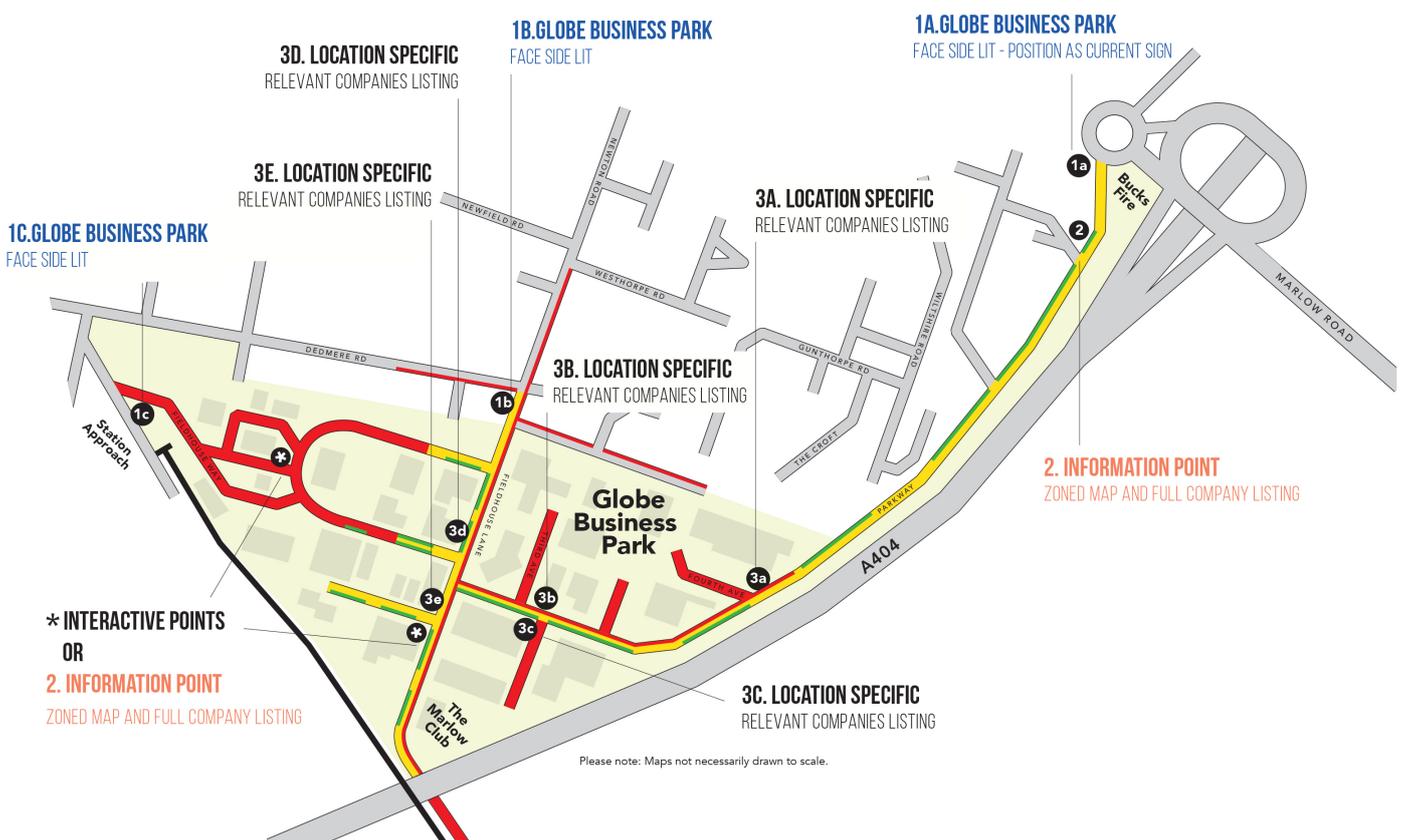
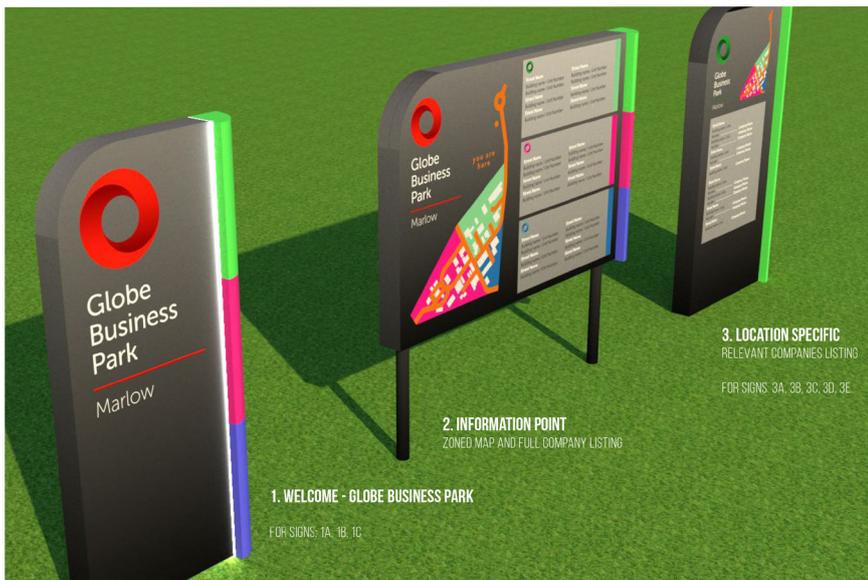
Mike Simpson
Sorb Engineers Ltd



Image Enhancement

Signage and Wayfinding

Initial planning approved for entrance signage with full scheme to be rolled out by December 2019.



Key BID successes to date



Funding Secured

Over **£3million** in funding has been secured by the BID for specific GBP projects:

£2.75m for Highways Scheme for **Westhorpe Interchange**.

£200k CIL funding for **dropped kerb scheme** and **sustainable transport** initiatives.

£50k from WDC pooled business rates allocations for **cycle scheme**.

This is equivalent to around **£37 match funding** for every **£1** of BID levy.



Vacant Units

Vacancy rate reduced from 37% in 2015 to 20% in 2019.



Parking Options

400 new parking spaces and a further 200 in planning.



Parking Enforcement

TRO in place for Fieldhouse Land and works programmed for dropped kerb scheme on Parkway.



Signage and Wayfinding

Planning approved for **new signage** and **wayfinding**.



The Future 2020-2025

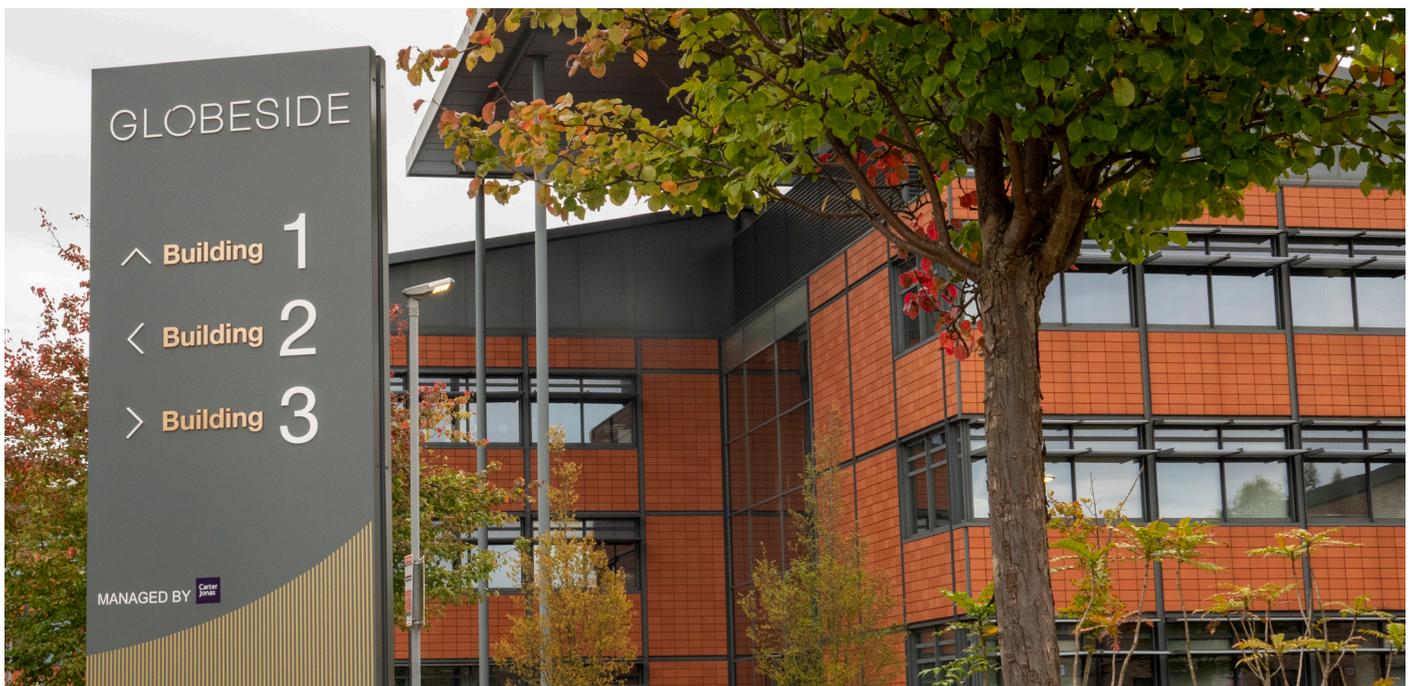
The Future GBP BID

Businesses have told us they want to continue the work on creating a functional and effective operating environment. Whilst a considerable amount of progress has been made, priorities of businesses remain roads, access, parking and transport options.

In addition to transport and infrastructure projects GBP is evolving and maintains a strong desire to

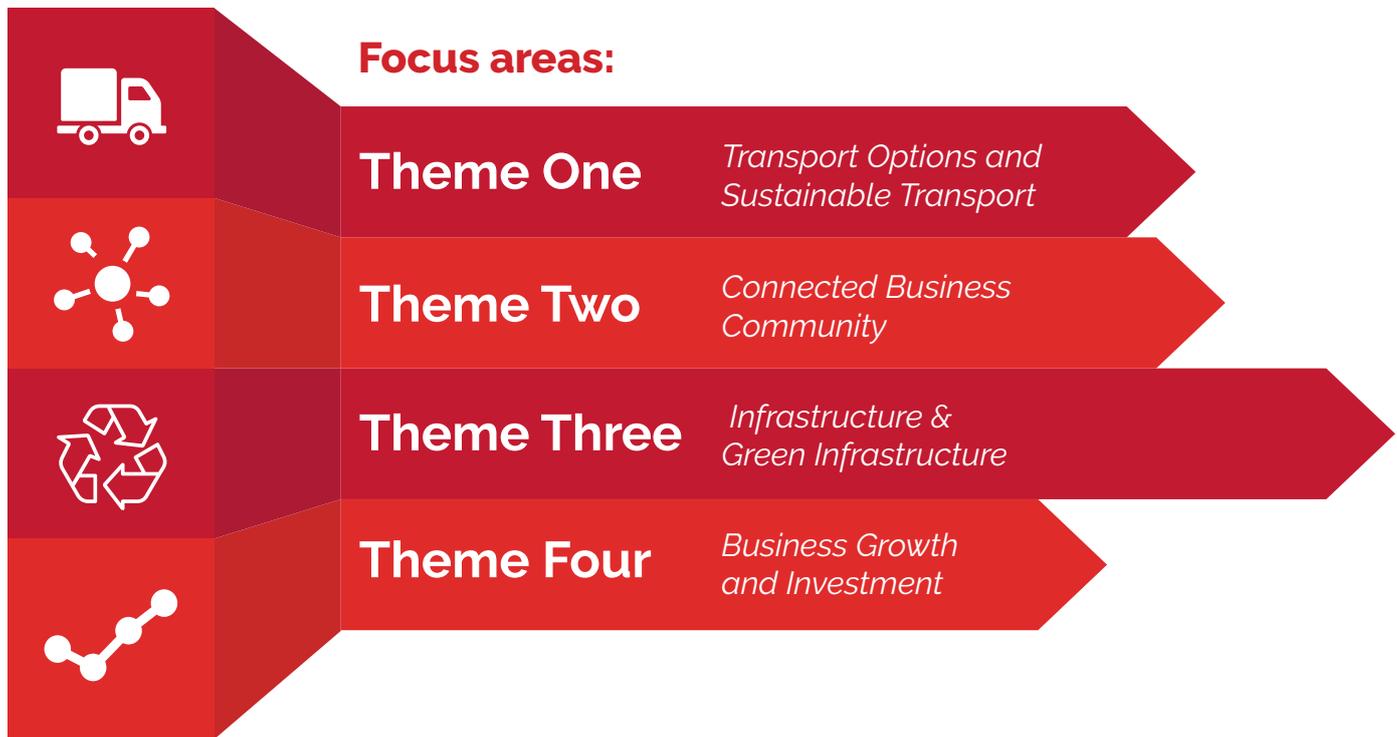
develop a business community hub which includes developing smart technology to keep businesses informed.

The changing trends and requirements of businesses together with the success of BID1 in establishing a solid platform for working cohesively and implementing change have been reflected in feedback from businesses and in the preparation of this plan.



The Future 2020-2025

Priorities for 2020-2025



Theme 1 – Transport Options and Sustainable Transport - in line with the GBP STP

Board Commitment: Offer a suite of transport options for GBP employees and visitors to enable diverse and appropriate methods of travel for a growing mixed use Business Park.

Theme 2 – Connected Business Community

BID Board Commitment: Connect the business community by providing:

- A GBP hub and smart technology for all users
- Shared services across a wide range of business needs providing opportunities for shared working and cost savings
- Crime prevention and safety, working closely with the local policing team and other stakeholders to maintain a safe and secure working environment.

Theme 3 – Infrastructure & Green Infrastructure

BID Board Commitment: Provide outstanding infrastructure and smart working environment for businesses to operate. Allow all GBP users to operate effectively in and around GBP safely and without unnecessary disruption, in an environmentally sound way.

Theme 4 – Business Growth and Investment

BID Board Commitment: Support business to grow and develop by providing a thriving trading environment and identifying opportunities for investment to develop GBP to reach full potential as an economically vital business area.



The Future 2020-2025



Theme 1 – Transport Options and Sustainable Transport

Priorities:

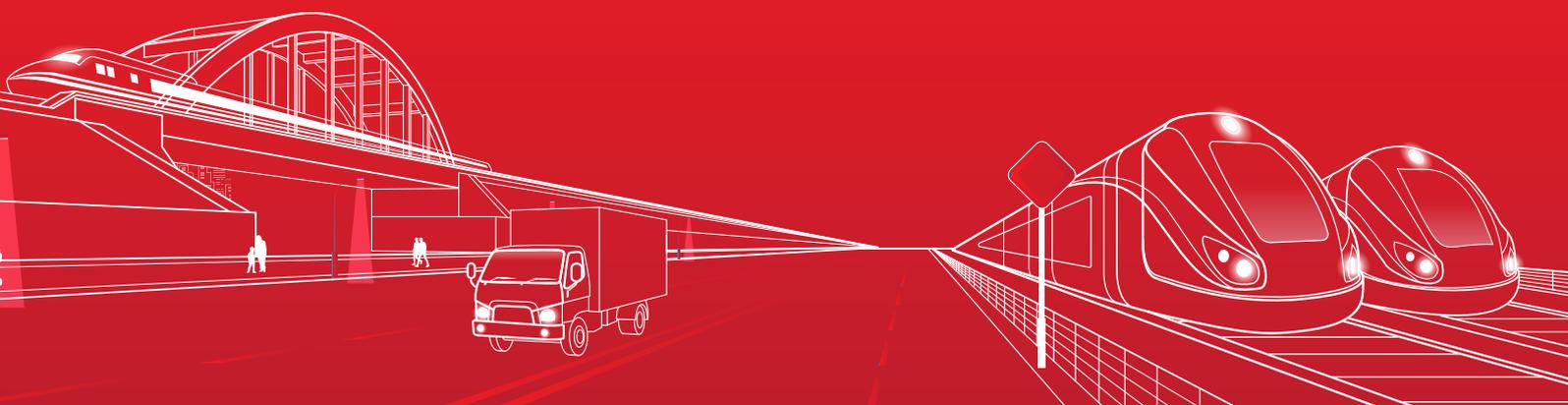
- Public transport options and connections
- Sustainable transport options
- Current and forecasted parking needs, based on occupancy rates
- Road maintenance and improvements
- Congestion at peak times

What can we deliver if you vote YES to BID 2



Projects and Initiatives

1. On Demand Shuttle Service from High Wycombe & Maidenhead to GBP – The BID Board have applied for a 96k funding for this initiative to enable this service to operate over a 5yr service period (2020-2025). This potential funding is only available to the BID and therefore cannot be fulfilled without the BID to operate the service.
2. Liftshare and Personal Travel Planning - The BID will continue to administrate the GBP Bespoke Liftshare service and provide marketing events to ensure registered liftsharers are able to match with suitable sharers.
3. Cycle Scheme – Monitoring, maintenance and expansion of the GBP cycle scheme that will commence at the end of 2019.
4. Bring a Zipcar service to GBP – This would provide GBP users with an additional option for their journey to GBP and also movements during the working day. Offering flexibility to use a car for business irrespective of which mode of transport is used to get to and from work. This will also open up further opportunities for people to use public transport or Liftshare as part of their weekly commute.



The Future 2020-2025



Theme 2 – Connected Business Community

Priorities:

- GBP Hub for connecting businesses, access to information and smart technology;
- Crime prevention and safety;
- Opportunities to enable shared services and potential cost savings;
- Provide links with local schools and education providers with a view to retain local talent.

What can we deliver if you vote YES to BID 2



Projects and Initiatives

1. A connected hub - to enable a focus point for businesses to connect and share ideas.
2. New GBP App – providing all GBP users and visitors with up to date information on news and events for GBP.
3. Crime prevention - information, bulletins and alerts across the business community. Maintain and develop the information and intelligence flow between all partners and business security teams. Develop a suitable security strategy to work effectively across the varying needs of businesses to secure the whole Business Park.
4. The BID will facilitate an Enterprise Advisor to work with local schools, colleges and universities. Working in educational partnership to identify opportunities for work experience, careers events apprenticeship schemes and graduate placements. This programme will identify local skill gaps and work in partnership with educational establishments to bridge identified gaps.
5. Workforce Well Being – develop schemes, benefits and events for GBP that promote a feeling of community. A sense of well being encourages staff retention and productivity.

We will continue to:



Lobby for funding to highlight improvement points and speed up the development of projects



Promote GBP as a thriving business community and good place to do business



Provide regular news and updates via e-mail, newsletter and GBP website



The Future 2020-2025



Theme 3 – Infrastructure & Green Infrastructure

Priorities:

- Footpaths for pedestrians;
- Access/egress and congestion;
- Flood prevention;
- Monitoring Broadband and Electricity Supply.

What can we deliver if you vote YES to BID 2



Projects and Initiatives

1. Improved roads and footpaths - work with authority agencies to improve the condition and appearance of roads and footpaths.
2. Cycle Paths - identify opportunities for development of cycle paths on GBP and in the wider highway network.
3. Lighting and Vulnerable Points - lobby for improved lighting on roads and footpaths and selected vulnerable points.
4. Egress Solution – commence negotiations with key partners to establish a suitable egress option for GBP. To work in conjunction with the access solution: Westhorpe Interchange Upgrade.
5. Parking – manage parking solutions across the business community. Work with commercial enterprises to identify suitable future options to maintain a sustainable balance along with sustainable transport options.
6. Flood Prevention – work with local authorities and appropriate agencies to ensure the risk of ground flooding in the area is managed and minimised wherever possible. Lobby for funding to secure GBP, noted as a high risk flood area.
7. Drainage – act as a catalyst to establish ownership and associated repair costs for drainage issues in identified at risk areas and across the wider GBP site.
8. Broadband and Electricity Supply – ensure broadband, digital communication and IT infrastructure across the Business Park continues to evolve and meet the needs of businesses.

The Future 2020-2025



Theme 4 – Business Growth and Investment

Priorities:

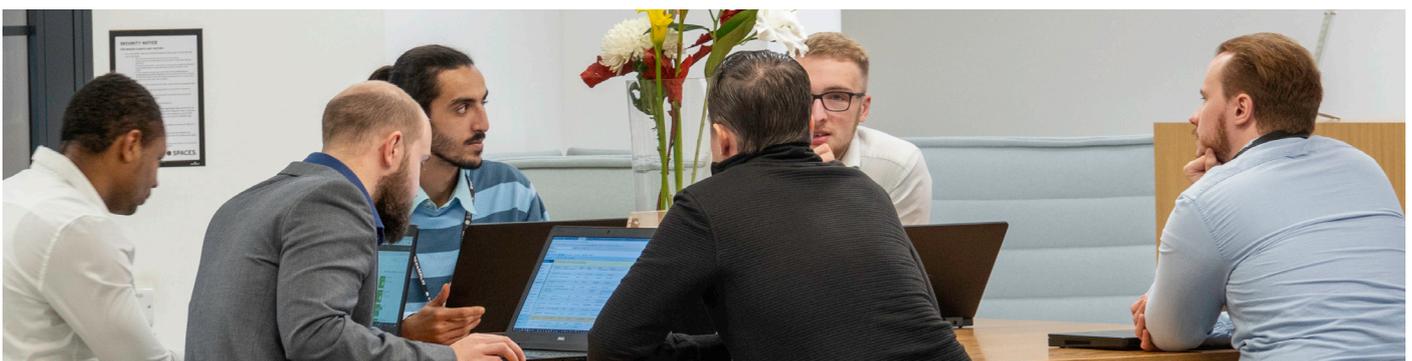
- Recruitment of the right people across a broad business base, including local recruitment;
- Facilities and Benefits across GBP to attract and retain new employees consistently.

What can we deliver if you vote YES to BID 2



Projects and Initiatives

1. Recruitment, Training and Development – support business in attracting the right employee base. Encourage relationships between business and organisations which seek to develop skills and have a positive impact on business performance and future business development.
2. Facilities and Benefits – encourage the development of more amenities where people can eat, meet or relax.
3. Business Continuity – in collaboration with the emergency services support businesses in the BID area to mitigate the impact of an event or emergency situation at GBP.
4. Information and Profiling – raise awareness, profile and significance of GBP and its business leverage. This will add value in identifying funding streams and support for the delivery of the BIDs objectives.



“

As a business within a Business Improvement District (BID) our employees are able to benefit significantly from the improved amenities the BID has been instrumental in enabling. Multiple ways to promote, enable alternative ways of travelling to work, safer roads in the business park and a wider choice of café's to buy lunch at have all helped retain the talent we have in our organisation. Employee expectation is high when they join our company and these external factors play a significant part.

Being part of the BID Board has allowed me to see at first hand how critical and central to getting wider improvements this is. The existence of a BID facilitates the pooling of key stakeholders, whether it be other businesses, Town, District or County Council or a combination. It enables 'joined up thinking' on more significant investments and of course sourcing of additional funding such as CIL to make this all possible.

Without BID1 and its very capable management it is clear that quite possibly none of the local improvements would have been achieved. These efforts are most certainly needed to continue this work to maintain the momentum of the longer term projects such as the business park access and egress challenge. I wholeheartedly support the application for BID 2 and believe it is essential to in order to grow the talent and investment into Globe Business Park, so resulting in increased revenues and growth for both private and public sector organisations.

”

Martin Kolaszynski – Koppers Performance Chemicals,
Operations Director and Vice Chair



“

The Marlow Club is pleased to support the BID renewal process. It is imperative to us that Globe Business Park prospers and continues to develop its position as a vibrant trading environment. We rely on its success.

Having invested significantly in parking provisions as well as our facilities we are truly invested in the future of GBP and the benefits this can bring across the local community.

The GBP BID has achieved many improvements and I am exited by the prospects for the future. We want to see the Business Park continue to develop and improve. For our business it is important we are accessible to people and that the business park has a people focussed environment, as well as being a good place to do business.

Having a collective voice and a point of contact to share our needs and aspirations for the Business Park, as well as for our individual business needs is of massive benefit. We look forward to continuing to work with the BID in the coming years and expanding on the improvements achieved so far.

”

Jon Williams – The Marlow Club
COO



Budget

The commencement date of the GBP BID2 will be 1st January 2020.

Total 5 Year Levy - £440,665*

Although an important Business Park GBP has a relatively small BID Levy. However, as demonstrated in BID 1 a key strength of the BID is our ability to secure funding for GBP schemes and initiatives that far out weigh the BID Levy received from businesses.

This enviable achievement is the result of tireless lobbying and negotiations which will remain a priority for BID 2, with a view to securing funding comparable to the BIDs first term. This is a unique position for a BID and we are well placed to bring significant benefits well in excess of the initial BID Levy.

There are currently no other mechanisms available to businesses on GBP to identify funding streams and co-ordinate and distribute achieved funds accordingly. The BID Board will always identify necessary schemes in line with a strategic view of GBP and future developments.

The proposed income and expenditure breakdown for the BID is detailed below and is based on the expected minimum revenue which should be viewed in conjunction with the above factors, that will increase the overall figure significantly.

**Due to a high number of new occupants to GBP in 2019, the proposed BID Levy for BID 2 total is expected to increase when final commercial valuations are confirmed*



Budget

Income	Year 1	Year 2	Year 3	Year 4	Year 5	Total	% by Total
BID Levy Revenue	£88,100	£88,100	£88,100	£88,100	£88,100	£440,500	78%
Other Income ¹	£24,400	£24,200	£24,200	£24,200	£24,200	£122,000	22%
Total Income	£112,500	£112,333	£112,333	£112,333	£112,333	£562,500	100%
Expenditure							
Theme 1 – Transport & Sustainable Transport	£22,000	£22,000	£22,000	£22,000	£22,000	£110,000	20%
Theme 2 – Connected Business Community	£14,000	£14,000	£14,000	£14,000	£14,000	£70,000	12.5%
Theme 3 – Infrastructure & Green Infrastructure	£10,000	£10,000	£10,000	£10,000	£10,000	£50,000	9%
Theme 4 – Business Growth & Investment	£7,000	£7,000	£7,000	£7,000	£7,000	£35,000	6%
Central Management Costs ²	£50,000	£50,000	£50,000	£50,000	£50,000	£250,000	44%
Levy Collection Costs ³	£5,000	£5,000	£5,000	£5,000	£5,000	£25,000	4.5%
Contingency ⁴	£4,500	£4,500	£4,500	£4,500	£4,500	£22,500	4%
Total Expenditure	£112,500	£112,500	£112,500	£112,500	£112,500	£562,500	100%

Notes :

1. Including income from grants and voluntary funding
2. Central admin, office and overheads
3. Estimated
4. Calculated as 5% of total levy billed

Management & Governance of the BID

Groundwork South has been the appointed management organisation for the BID since it began in 2015. It fulfills its role as an accountable body by managing the BID's income, overseeing the delivery of the business plan and employing the staff that work for the BID.

Strategic leadership and governance of the BID is delegated to the Executive Board, drawn from members of levy-paying businesses.

As with any company, the Board is responsible for the strategic and financial management of the BID and for ensuring that its operational activity is managed effectively.

The Board meets a minimum of six times per year to review strategy and consider recommendations from the BID Manager and working parties and to agree any actions on behalf of the BID Company.

An effective Board for the BID has two key requirements which will continue to be considered for all directors: that the Board has the right mix of skills and that it is

representative of the levy-paying business community.

The BID will produce a set of annual accounts made available to all members of the BID company, in accordance with the Companies Act 2006.

The BID will enter into agreements with Marlow Town Council, Wycombe District Council and Buckinghamshire County Council which will cover, as appropriate, the following areas:

- Baseline Agreements – these agreements set out the minimum service standards to be delivered by our public sector partners
- Operating Agreement – this agreement, between the BID and Wycombe District Council, defines the contractual arrangements for the collection and enforcement of the BID levy. The BID levy is collected on behalf of the BID by Wycombe District Council and this contractual relationship is a requirement of the BID legislation.

Copies of these agreements can be viewed at: www.globebusinesspark.co.uk



Management & Governance Levy Rules

1. The BID levy will be charged at a rate of 1.5% of the rateable value as at 1st January 2020 based on the 2017 rating list.
2. All new hereditaments entering the rating list after this date will be charged on the prevailing values.
3. The levy will be charged annually in advance starting on 1st January 2020. In the event of a change of occupation, refunds will be given based on the number of days remaining in the year and the new occupier will be charged from the day of occupation for the remainder of that chargeable year. No other refunds will be provided.
4. For each subsequent chargeable year, the levy will be charged as at 1st January based on the 2017 rating list values at that time.
5. The BID levy will be applied to all businesses within the defined BID boundary with a rateable value of £10,000 or more, provided they are listed on the National Non-Domestic Rates List as provided by Wycombe District Council.
6. ATMs, advertising hoardings and mobile phone masts will be exempted from the BID.
7. Businesses which meet the criteria outlined above and which are located on the streets listed in the business plan will be included in the BID and will therefore be legally required to pay the BID levy.
8. Any exemptions from the BID levy for charities will be entirely at the discretion of the BID Board.
9. Vacant properties, or those undergoing refurbishment or being demolished, will be liable for the BID levy. The liability will fall to the registered business rate payer, who may be the property owner. In these circumstances, it will be the registered business rate payer at the time that the notice of ballot is issued who will be entitled to vote in the BID ballot.
10. Collection and enforcement regulations will be in line with those applied to non-domestic business rates, with the BID Board of Directors being responsible for any debt write-off.
11. Wycombe District Council or its appointed agent is the only authorised body to collect the BID levy on behalf of the Globe Business Park BID.
12. VAT will not be charged on the BID levy.
13. Voluntary BID levy payers will not be entitled to vote in the BID ballot.
14. The term of the BID will be five years.

Globe Business Park BID Area

The map shows the boundary for Globe Business Park BID's second five-year term. Businesses which meet the criteria set out on page 21 and which are located on the streets listed below will be included in the BID and will therefore be entitled to vote in the renewal ballot and will be required to pay the BID levy.

List of roads:

- First Avenue
- Fieldhouse Lane
- Fourth Avenue
- Parkway
- Station Approach
- Station Road
- Third Avenue



The BID Ballot

Details

- A ballot of defined business ratepayers in the BID area will take place from 31st October to 28th November 2019
- Ballot papers will be delivered by post to all businesses eligible to vote on 31st October
- The voter must cast their vote and return the ballot paper by 5pm on 28th November
- The BID ballot will be successful if the following two criteria are met:
 - More than 50% of businesses that vote must vote yes
 - Of the businesses which vote, the yes vote must represent more than 50% of the total rateable value of all votes cast
- The result of the ballot will be announced on 29th November 2019

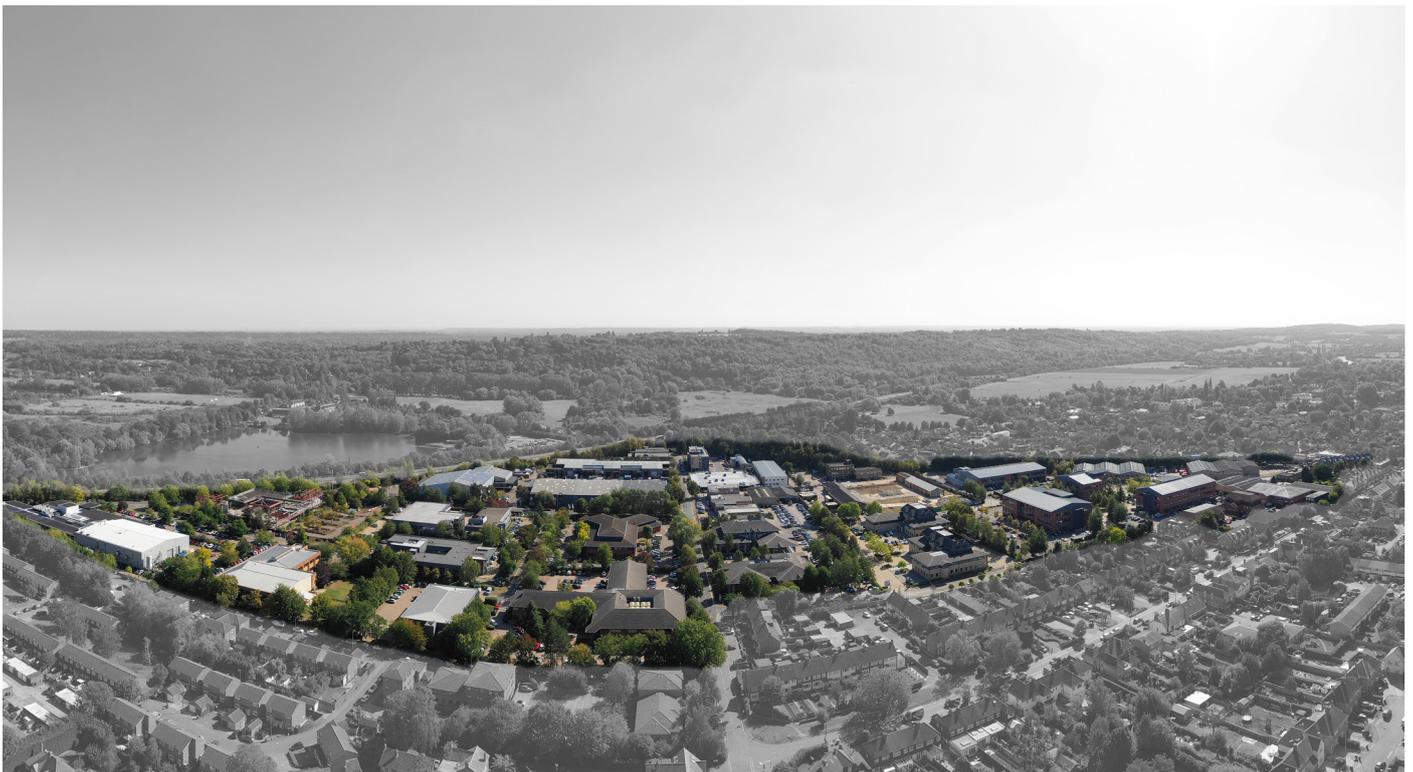
What does a Yes vote mean for Globe Business Park?

The renewal of the Globe Business Park BID for a further five years would mean:

- An additional £562,500 direct investment into the business park
- The continuation of BID projects and services
- Development of new projects as set out in this business plan
- A voice for the business community to influence the business park's future

What happens if it's a no vote?

Should the BID ballot fail to gain a positive majority vote, Globe Business Park BID will cease to exist on 31st December 2019. Under such circumstances, all projects and activities funded by the BID would terminate. There is no replacement body that will deliver these services.



“

I have joined the BID board representing Softcat just a few months ago and I am pleased to say that it has been a very positive experience. The interest shown by the BID to create an environment that would benefit businesses and their employees at many levels is really engaging. The fact that the BID has taken on projects such as improving access and parking facilities to make access to the GBP easier has had a huge impact in the local community. As being part of one of the largest companies in the park we sometimes would struggle dealing with residents regarding parking issues, at the moment I can say that we are building a better relationship with them.

It would be nice to see more leisure and retail services developed within the park where employees could get away even for half hour at lunch time as a "get away from the desk".

I foresee BID 2 will continue the work started in BID 1 and that it will bring to the park the consistency of a common brand involving all businesses.

Maria Dias – Softcat
Office Manager

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For information about Globe Business Park BID, please contact:

Email: info@globebusinesspark.co.uk
Website: www.globebusinesspark.co.uk



Globe Business Park