

GREATER YARMOUTH

# **GREATER YARMOUTH TOURISM BUSINESS IMPROVEMENT DISTRICT** BUSINESS PLAN | 2014-2019



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The Greater Yarmouth Tourism Business Improvement District (BID) seeks to raise the profile of Greater Yarmouth as a destination, highlighting the unique and differentiated offer of the area as a whole. The goal ultimately is to bring more visitors, increase spend and drive more businesses to local traders.

The BID will be run by an independent, private sector led not-for-profit limited company. The board will be elected by and accountable to you for delivering this business plan, ensuring that your money is spent wisely.

This is your opportunity to choose how £2.4 million is invested over the next five years to increase the number of people coming to Greater Yarmouth and to ensure they stay longer, explore farther, spend more in local shops and come back again and again.

# IN BRIEF

#### MANAGED BY YOU

#### FUNDED BY YOU

The Greater Yarmouth Tourism BID will be funded by a levy based on the rateable value of the eligible businesses in the BID area. Over 80% of the businesses will contribute £225 per year or less, yet some £2.4 million will be invested to make Greater Yarmouth a better place for you to do business.

#### YOUR CHOICE

The choice is yours - voting papers will be sent out at the beginning of May and you will have until 02 June 2014 to vote. If the majority of those who vote are in favour and they represent over 50% of the rateable value represented by the ballots cast, the BID will go ahead and the levy will be mandatory.

#### **DELIVERING ON YOUR PRIORITIES**

Voting YES for the BID will deliver the priorities you identified as helping to increase your business, including:

- Increase your turnover and profitability, whilst reducing your business costs
- Bring you more customers
- Invest more in marketing to highlight all the tremendous tourism aspects of Greater Yarmouth
- Persuade customers to stay longer and spend more
- Increase events to attract more people
- Improve the signage in and around Greater Yarmouth and improve overall access
- Ensure a cleaner, safer environment with necessary amenities for guests
- Attract more money and investment into Greater Yarmouth
- Act as a powerful business lobby for you

# NOW IS THE TIME FOR CHANGE.

Vote YES to a BID for Greater Yarmouth and help make this an extraordinary destination and place to do business.

# A MESSAGE FROM THE BID CHAIRMAN

#### **ONE TIME ONLY**

Business support agencies are everywhere but only one programme offers businesses the opportunity to agree a wide scope of measures that can AND do have a very tangible impact.

By voting on a set of measures to be implemented over a period of 5 years, knowing that those self same businesses will then be paying for them, really does ensure complete focus on achievability and accountability.



Gone are the days when a minority number of tourism businesses help support projects that protect and promote our great resort. Under the proposed Tourism Business Improvement District (BID), tourism businesses are offered a self help scheme.

From special events to illuminations to television advertising campaigns, all the types of projects that our members have been supporting can now be built upon and sustained with every tourism related business playing its part.

Historically public agencies and voluntary partnerships have taken the lead in developing, promoting and managing tourism. A BID offers a crucial and exciting opportunity for businesses to take control of their and the resort's future. By leading, funding and managing the tourism effort in a true partnership a great deal more can be achieved.

The chance to build on this opportunity and the timing is NOW, this opportunity will not come again and we should as an industry give it our wholehearted support and build and work with local authority so that we remain competitive. Other major UK seaside resorts are going down the BIDs route and raising substantial funds in order to attract visitors and investment and it is imperative that we do not get left behind.

The BID will have 5 years to prove that it works for our businesses and our industry and our resort. I appeal to you to vote yes and give it a chance. This is the best chance we have had in decades to influence our own business futures.

#### AND SO IT TRULY IS 'ONE TIME ONLY' VOTE YES FOR A GREATER YARMOUTH TOURISM BID

- DAVID MARSH CHAIR OF BID TASK GROUP



# WHY DO WE NEED A BID?

Greater Yarmouth is home to one of the UK's top beach resorts and is well known as a destination for family fun and fantastic days out. From our beautiful seaside location to the distinctive character of our heritage and our built and natural environments. Greater Yarmouth provides compelling reasons for people to visit, stay, explore and enjoy. However for all the opportunity our fabulous destination provides, we've yet to reach our full potential. Competition will continue to grow from other resort areas that are also creating BIDs to attract more visitors and presenting a distinctive and enjoyable experience, so it is imperative that Greater Yarmouth acts now.

It's for that reason that Greater Yarmouth businesses, along with local partners, have been exploring the creation of a Business Improvement District (BID). A BID can help us take Greater Yarmouth to the next level and build on our already exceptional offer to deliver a truly great experience for locals and visitors alike, by making all of us collective investors in Greater Yarmouth's future.

This business plan sets out how a BID for Greater Yarmouth would operate, and what together we could achieve ¬ through it. Over the past few months, businesses in Greater Yarmouth have participated in open business meetings, surveys, one-to-one discussions and presentations that have brought forth opportunities and priorities for how best to strengthen and grow Greater Yarmouth.

In evaluating the opportunity and potential to unify Greater Yarmouth's offer and market ourselves competitively, clear priorities have emerged. Now, your support is essential.

This document sets out what a BID can do for Greater Yarmouth and what a BID can do for you. You can be a part of creating a more welcoming and economically vibrant Greater Yarmouth. Participating in the Greater Yarmouth BID makes you an important investor in the area's future.

Making the BID happen means you must vote YES. We believe this is a tremendous opportunity to help Greater Yarmouth realise our potential.

PLEASE SUPPORT A BID FOR GREATER YARMOUTH.

# A BID FOR GREATER YARMOUTH

A Business Improvement District (BID) is an arrangement whereby **businesses** get together, decide what **additional improvements** they want to make, how they are going to **manage and deliver** those improvements and what it will cost. A **business plan** is developed which is then **voted** on by all those who would have to pay. The BID can last for a maximum of five years and must be able to demonstrate how it has benefited businesses who have funded it.

#### YOUR OPPORTUNITY

This is your chance to contribute to an investment of more than £2.4m over five years on projects and priorities that matter to your business and help promote tourism through a BID for Greater Yarmouth.

#### YOUR GOALS

You have told us what you want to achieve through a tourism-focused BID for Greater Yarmouth. Your goals are:

- 1. To increase the number of people visiting and staying in Greater Yarmouth
- **2.** To improve the visitor experience and increase repeat visits
- 3. To encourage people to stay longer and visit more attractions
- 4. To provide incentives and opportunities to spend more in local businesses

#### YOUR PRIORITIES

The BID will be dedicated to delivering projects, programmes and services to businesses in Greater Yarmouth with a particular focus on promoting and enhancing tourism. You have told us you would like the BID to focus on the following four key priority areas:

#### • MARKETING, PROMOTION AND EVENTS – 5-YEAR BUDGET: £1,600,000

Strategic and coordinated marketing and communications will be enhanced to bring visitors to the area. These efforts will be supported by unique and diverse events that bolster tourism and drive footfall to local businesses. Targeted promotions will ensure an economy that is vibrant both in the daytime and evening. Some funds will also be dedicated for area-specific campaigns to ensure that the distinctive offers of each different location are highlighted and supported.

#### • ACCESS – 5-YEAR BUDGET: £400,000

Creating a positive experience for visitors means providing a welcoming experience from arrival until departure. The BID will work to achieve this by creating a more accessible environment through the implementation of coordinated wayfinding and the development of transport promotions to help visitors move more effectively around the Borough.

#### • FACILITIES AND MAINTENANCE – 5-YEAR BUDGET: £250,000

Our unique physical environment is our most important asset, and the BID will undertake efforts to protect and enhance this through supplemental cleaning of the beach and seaside. Additionally, the BID will provide improved visitor amenities that makes for a comfortable environment and encourage guests to stay longer during each visit.

#### • BUSINESS SUPPORT – 5-YEAR BUDGET: £150,000

The BID will help to support businesses to survive and thrive by working to reduce business costs through initiatives such as central procurement. Additionally the BID will provide data, information and training to make trading in Greater Yarmouth easier and more profitable.

#### YOUR BID COMPANY

The BID will be run as an independent, not-for-profit company that will be led by a board elected from businesses paying the levy within the BID area. The board will be accountable to all levy payers and will work in partnership with the public sector and other local agencies. The BID will last for five years and in that time it will have to show how it is benefiting your business.

#### YOUR INVESTMENT

The Greater Yarmouth BID will be funded by a levy on the rateable value of each eligible business within the BID area. Businesses with a rateable value of below £2,500 pa will be exempt but not excluded from paying the levy. In total, the levy will raise approximately £470,000 per year for five years and will leverage additional income for a total investment of more than £2.4m over five years to deliver improvements that will directly benefit you.

#### YOUR DECISION

You decide whether the Greater Yarmouth BID should go ahead by voting in the BID ballot.

# YOUR VOTE

BID ballot papers will be sent to you by 5th May 2014 and you will have until 02 June 2014 to cast your vote.

For the BID ballot to be successful, two conditions must be met:

- More than 50% of businesses that vote must do so in favour of the BID; and
- Of the businesses that do vote, those in favour must represent more than 50% of the total rateable value of all votes cast.

If both these conditions are met, the BID will be established and the BID levy will be mandatory for all eligible businesses in the BID area.





# BUSINESS IMPROVEMENT DISTRICTS EXPLAINED

A BID is a local, democratically elected, private sector led organisation that focuses on delivering the improvements businesses in a defined area want to see. BIDs invest in and deliver projects and priorities to improve the local trading environment, drive down business costs and raise the profile of an area. BIDs are led and controlled by businesses; they are independent, not-for-profit organisations with ring-fenced resources and finances.

BIDs raise their revenue principally through a levy. This levy is an investment by businesses in return for projects and services from the BID Company – those that invest in the BID Company benefit from it. BIDs operate for a maximum of five years, in which time they have to demonstrate how they are making a difference. After five years, a re-ballot must be held to enable the BID to continue.

In order for a BID to be established, a ballot of all eligible businesses in the BID area is held. For the ballot to be successful, two conditions must be met:

- 1. More than 50% of businesses who vote must vote in favour of the BID; and
- 2. Of the businesses that do vote, those in favour must represent more than 50% of the total rateable value of all votes cast. If both these conditions are met the levy will be mandatory on everyone.

BIDs offer businesses an opportunity to take control of their own priorities and invest in projects and services that benefit them, their customers, clients, visitors and employees. The BID Company monitors results and performance. BIDs are lean organisations, designed to be flexible and agile to respond to local circumstances and areas of priority, as well as carry the credibility and resources to get things done in a cost effective, efficient way.

There are more than 180 BIDs operating all over the UK, including those in areas which compete for the same tourists as Greater Yarmouth. Moreover, 9 out of 10 BIDs that seek re-ballot after their first term are met with business approval, with a higher turnout and a higher vote in favour. This is a real testament to the ability of BIDs to deliver results that benefit business

Clear priorities have emerged for the BID and the opportunity and potential exist to make the BID a reality, but your support is essential. This document sets out the plan for advancing a BID in Greater Yarmouth and for delivering important strategic and operational projects.

The success of the BID initiative is dependent on your business voting YES to a BID for the Greater Yarmouth area.

## FOR A BID BALLOT TO BE SUCCESSFUL, TWO CONDITIONS MUST BE MET:

A STRAIGHT MAJORITY BY THE NUMBER OF THOSE VOTING

# BY A MAJORITY IN THE RATEABLE VALUE OF THOSE VOTING

The BID Task Group met with more than 200 business owners and organisations throughout the year to inform them about the BID, share emerging ideas, and receive feedback. This allowed us to understand which projects are important to businesses and should be included for consideration in the BID business plan.

# HEARING YOUR THOUGHTS

Working together, businesses in the Greater Yarmouth area have been developing a plan to ensure a vibrant and healthy future for the area. Open business meetings, surveys, one-to-one discussions and presentations have brought forth opportunities and priorities for how best to achieve this. For the past year, the BID team has consulted with you on a wide range of platforms to get your views on a BID for Greater Yarmouth. The BID provides an opportunity to create a company that represents your business and delivers for your town, so we have spent time making sure we listen to your priorities. Our engagement has included:

#### FEASIBILITY STUDY

This has included research on the impact of BIDs in other comparable towns and cities, engagement with Greater Yarmouth business owners and stakeholders to better understand the main problems they are facing and how a BID could help, and the development of a conceptual approach to creating a BID in Greater Yarmouth.

#### **BUSINESS SURVEY**

A survey was sent out to all eligible businesses within the proposed BID area (approximately 1,200) to build upon the foundations of the feasibility study. The survey generated a 10% response giving us a good impression of the business priorities for investment in the town.

#### FACE-TO-FACE MEETINGS

#### **BUSINESS MEETINGS**

Open meetings were held for different business sectors to give them an opportunity to provide input into the proposed BID plan, along with an understanding of how much businesses were willing to pay for improvements. Nearly 100 business people attended these meetings, and through them enthusiasm for a BID grew and the business plan started to take shape.

#### SUMMARY BUSINESS PLAN

A summary version of this business plan was distributed to all eligible businesses within the BID area (approximately 1,200) to allow them to feedback any suggestions prior to creation of this full plan.

#### NEWSLETTERS

Throughout the BID consultation and planning process, newsletters have been distributed via post, delivered in person, and made available online.

#### **BUSINESS PLAN**

This business plan will be sent to all 1,200 eligible businesses before the ballot papers go out. This plan comprehensively details what the BID will do, who will deliver the BID services, how much the levy will be, the total BID budget and performance indicators, amongst a wealth of other required information.

As a result of this engagement, hundreds of businesses have had their say and have told us what they want to see happen in Greater Yarmouth. This business plan sets out your priorities, including:

- The action you want to see taken
- The projects you want to see happen
- The services your business, staff and customers can benefit from
- How the BID will deliver for your business



# THE PROJECTS & PRIORITIES

BUSINESS SUPPORT

ACCESS

£400.000



# EVENTS, MARKETING & PROMOTION

OVER 5 YEARS: £1,600,000

## YOU SAID ...

Marketing and promoting Greater Yarmouth is our highest priority. A strategic approach to promoting the town's amenities and assets needs to be carried out collectively, coherently and consistently.

#### The BID will:

Professionally deliver and manage effective, high-profile marketing of Greater Yarmouth, promoting its many assets as a vibrant and family-friendly seaside tourism destination. A significant majority of survey respondents see marketing and events as key to the future success of Greater Yarmouth, as well as attracting business and group visitors, and the BID will respond by delivering services to meet these needs.



### The Projects:

#### DELIVER QUALITY EVENTS

The BID will support strategic events that bolster tourism, drive footfall and spend in local businesses which will promote and complement Greater Yarmouth's unique offer. Existing events will be reviewed aiming for an integrated involvement across Greater Yarmouth so that multiple locations can benefit. As new events are developed, the BID will consider high-quality entertainment that can be offered during both the summer and winter seasons. Overall, the goal will be to celebrate the unique heritage and geography that Greater Yarmouth has to offer.

#### TARGETED ADVERTISING AND MARKETING

The BID will promote the full extent of Greater Yarmouth's offer in a coordinated way, developing targeted regional and national advertising and marketing. The BID will also conduct area-specific and thematic campaigns, where appropriate, to promote the unique offer of the various destinations around Greater Yarmouth. By developing marketing that can be delivered consistently over five years, the BID will build momentum and presence. Subsequently by making the best use of television, radio, print and online resources we can get our message across to boost tourism and trade year-round.

#### A STRONG ONLINE PRESENCE

The BID will invest resources in strengthening Greater Yarmouth's online presence. We will achieve this by working with existing organisations to consolidate and enhance our digital profile and this will be augmented by the latest social media and marketing technologies.

#### INVIGORATE THE EVENING ECONOMY

Creating an offer within Greater Yarmouth that encourages not only daytime activity and visits but also a vibrant evening economy is important to creating a strong tourism destination. The BID will develop specific projects, promotions, activities and campaigns to energise Greater Yarmouth in the evening with a diverse range of things to do for all types of visitors.

"In this competitive world the BID is our best chance to stay ahead with everyone pulling together – it's the only way forward. With the extra money the BID will raise we can give Greater Yarmouth the promotion it needs! And deserves!"

PETER JAY HIPPODROME CIRCUS



# ACCESS OVER 5 YEARS: £400,000

## YOU SAID ...

*We need to provide effective and user-friendly access* into Greater Yarmouth and help make the overall visitor experience more enjoyable.

### The BID will:

Create a pleasant, efficient and accessible environment for visitors, whether they are travelling by vehicle or on foot, to ensure that the Greater Yarmouth experience is a positive one.



### The Projects:

#### TRANSPORT PROMOTIONS

The BID will work with relevant organisations to develop and implement transport promotions that make the visitor experience more accessible and welcoming. To help circulate visitors around the area allowing them to park once and easily explore the entire Greater Yarmouth area outside of their vehicle.

#### TOURISM AMBASSADORS/HOSTS

The BID will work with tourism ambassadors/hosts to be a welcoming face and resource for both visitors and businesses in Greater Yarmouth. The ambassadors will be mobile visitor information providers while also helping to communicate with and convey information to businesses in Greater Yarmouth.

"The BID is an ideal opportunity for Gorleston to help put the Greater back into Yarmouth with an opportunity for the businesses of Gorleston to help increase footfall and opportunities in the area, It is down to us to make that happen because there simply is no alternative."

**KEVIN HUGGINS** FUSION HAIR CONSULTANTS LTD







# **FACILITIES AND MAINTENANCE**

OVER 5 YEARS: £250,000

## YOU SAID..

We need to create a cleaner, friendlier, more welcoming seaside environment that encourages long visits and return

### The BID will:

Ensure a well-maintained consistently cleansed environment whilst also investing in important public facilities that will help to make the visitor experience more comfortable.

#### The Projects:

#### A CLEANER, SAFER SEASIDE

The BID will explore supplemental beach cleaning to ensure a sparkling and safe seaside environment for families and visitors of all generations. This service will include removal of rubbish and litter, pavement and pedestrian area cleansing and more general overall maintenance services.

#### IMPROVE PUBLIC FACILITIES

Having good public facilities are fundamentally very important to the visitor experience. The BID will invest to ensure basic visitor needs are met. Ideally these amenities will also encourage visitors to spend more time exploring Greater Yarmouth.



"As BID levy payers, Potters Resort, is keen to play our part alongside all private sector partners to ensure we maintain a strong tourism industry in the Borough. We are backing the BID."

JOHN POTTER POTTERS RESORT





### YOU SAID ...

Businesses need help to thrive in Greater Yarmouth. including with operational support, bringing down basic business costs, and supporting each other.

#### The BID will work to:

Serve as an advocate for businesses, helping to negotiate shared services and reduce overall costs, while also providing support, training and programs to create a stronger business environment and arm individual businesses with the information they need to succeed and be more profitable.



#### The Projects:

#### DRIVING DOWN COSTS

Acting as a collective body, the BID will have the ability to help businesses benefit from economies of scale on basic overheads. The BID can negotiate on your behalf and centrally procure services such as trade waste and recycling collection, insurance and accommodation services (such as laundry, housekeeping and property maintenance) to drive down the costs of these contracts, whilst also maintaining a high standard of service and saving you time. In other BID areas, savings have been used by businesses to offset the BID levy.

#### DATA AND INFORMATION

Being armed with data about the local trading environment is invaluable for businesses. The BID will invest in monitoring software, expert research and studies to understand the trade market and opportunities for growth and enhancements to the business mix. This information will be published regularly as a tool for businesses to use to help appropriately adjust business practices and monitor performance of the area.

#### CREATING A STRONGER BUSINESS ENVIRONMENT

One of the key roles of the BID organisation will be to provide support for both existing and new businesses and serve as a conduit of important information. Through networking and social events that encourage partnerships and business development, the BID will facilitate business connections and partnerships.

#### SUPPORT TOURISM

Tourism is in many ways the lifeblood of Greater Yarmouth and the BID funds will be used to support and grow the tourism industry. The BID intends to create a funding pot to encourage tourism groups within Greater Yarmouth to work together to develop projects or campaigns for their area, whilst simultaneously working with businesses to improve the quality of attractions and accommodation to the best standard possible.

"We are looking forward to the BID being successful, as we feel more can be achieved when all parties work together and contribute both financially and with enthusiastic support."

Ve as a Borough are responsible for our future and must do all we can to vork together to help Greater Yarmouth continue to grow and prosper.

ere is no room or time for complacency, if we are going to make a ference we need to act now.

ILEEN MOBBS PERIAL HOTEL

In order for the BID to be established, it must be democratically voted for.

The BID provides an opportunity to make a real difference in Greater Yarmouth and will mark a step-change across the priorities outlined in this plan. This is a business plan that aims to work for you.

# **VOTING YES FOR THE GREATER YARMOUTH BID**

#### **VOTING YES TO A BID FOR GREATER YARMOUTH MEANS:**

- For your modest investment, the BID will be able to leverage more than £2.4m over five years to deliver on business priorities for you and the Borough. The money will be spent in a transparent way, according to the priorities set out in this business plan.
- The BID's resources and revenue are ring-fenced. The BID funds will be spent in Greater Yarmouth for Greater Yarmouth.
- Through the BID company you will have an opportunity to take control of your trading environment and influence change. The BID will represent you and all businesses in the BID area collectively, to get things done and be a champion for the business community.
- The BID can work to increase tourism and footfall, welcome new businesses, manage the town better, monitor its performance and offer a way of competing.
- Instead of just talking about ideas, the BID will be able to deliver on ideas via a professional, well-resourced and networked company.

We know there is a great deal of energy and enthusiasm throughout the area and people will continue to want Greater Yarmouth to do better. The BID offers a chance to actually do better with a clear plan, the right resources and a credible business voice championing Greater Yarmouth and its offer.

This is your unique opportunity to vote YES for a positive and focused approach to helping Greater Yarmouth improve and grow.



# **GREATER YARMOUTH TOURISM BID BUDGET** 2014-2019

	2014/2015	2015/2016	2016/2017	2017/2018	2018/2019	TOTALS
INCOME						
Bid Levy	£469,300	£469,300	£469,300	£469,300	£469,300	£2,346,500
Additional Income*	£90,000	£90,000	£90,000	£90,000	£90,000	£450,000
TOTAL INCOME	£559,300	£559,300	£559,300	£559,300	£559,300	£2,796,500
EXPENDITURE						
Projects & Services						
Marketing, Promotion & Events	£306,000	£318,500	£318,500	£318,500	£318,500	£1,580,000
Access	£90,000	£90,000	£90,000	£90,000	£90,000	£450,000
Facilities and Maintenance	£50,000	£50,000	£50,000	£50,000	£50,000	£250,000
Business Support	£30,000	£30,000	£30,000	£30,000	£30,000	£150,000
Staff	£45,000	£45,000	£45,000	£45,000	£45,000	£225,000
Training	£500	£500	£500	£500	£500	£2,500
Office and IT Support	£7,500	£7,500	£7,500	£7,500	£7,500	£37,500
Insurance	£1,500	£1,500	£1,500	£1,500	£1,500	£7,500
Levy Collection Costs**	£18,100	£5,600	£5,600	£5,600	£5,600	£40,500
Professional Fees	£1,500	£1,500	£1,500	£1,500	£1,500	£7,500
Bank Charges	£200	£200	£200	£200	£200	£1,000
Contingency	£9,000	£9,000	£9,000	£9,000	£9,000	£45,000
TOTAL EXPENDITURE	£559,300	£559,300	£559,300	£559,300	£559,300	£2,796,500
Net Surplus	0	0	0	0	0	

\* The additional Income is based on the average (20% of total annual levy) generated by a BID over a five-year lifetime.

\*\*Levy Collection Costs for Year 1 are high due to the capital cost to buy the necessary software. Subsequent years require allowance for maintenance cost only. Where this software is used by other BIDs in the area, Greater Yarmouth BID may apportion and recoup the purchase and annual maintenance cost.

In addition to the BID levy money, we are negotiating the continuance of the Great Yarmouth Borough Council's Tourism Support. This currently stands at £405,000 pa which helps increase the reach of marketing, promotions, events and visitor services.

# THE BID LEVY

The Greater Yarmouth BID will be financed through an annual levy on businesses within the BID area. The levy payable is set out in the table below and is based on the rateable value of the business. Businesses with a rateable value of below £2,500 pa will be exempt from paying the levy but not excluded from being part of the BID.

In totality, the levy will raise approximately £470,000 each year for five years, and will leverage additional income, for a total five-year budget of nearly £2.4m to deliver improvements that will directly benefit you.



All of the funding for the BID will be ring-fenced and can only be spent on additional projects and services that you have agreed to in this business plan. The levy is an investment. In return for your investment you benefit from projects and services you would not get without a BID. The BID company will be able tell you what you are receiving for your investment; it will be accountable for every pound it receives or generates.

The following table demonstrates the approximate BID levy businesses will pay:

ATEABLE VALUE	MAXIMUM ANNUAL LEVY	MAXIMUM DAILY EQUIVALENT COST		
Over £600K	£9,000	£25		
£400K - £600K	£7,500	£21		
£300K - £400K	£4,750	£13		
£200K - £300K	£3,750	£10		
£150K - £200K	£2,625	£7		
£100K - £150K	£1,875	£5		
£60K - £100K	£1,200	£3		
£40K - £60K	£750	£2		
£20K - £40K	£450	£1		
£10K - £20K	£225	62p		
£5K - £10K	£175	48p		
£2.5K - £5K	£150	41p		
Below £2.5K	Formally exempt from paying the BID Levy but can make VOLUNTARY MEMBERSHIP contribution of £100 minimum.			



#### VOLUNTARY MEMBERSHIP AND ADDITIONAL FINANCE

The BID can also seek additional financial contributions and match-funding on projects to ensure local businesses get even better value for money. Most BIDs generate on average 20% additional money in their lifetime. The BID will run a voluntary membership scheme for businesses excluded from the BID area so that they too can benefit from BID projects and services. The BID will also seek grants and project match funding to deliver even better value for money for its activities. In addition, the BID will be able to run commercial services or other income generating activities.

## THE BID OPERATING AREA

The BID will operate and focus on activities within the area outlined on this map. This list of streets confirms the BID's operating area. Same street names will be listed only once but will apply in all areas. Streets included in the Town Centre Partnership BID are exempt.

Abyssinia Road Acacia Avenue Ackland Close Acle New Road Addison Road Adele Place Admirals Quay Admiralty Road Albany Close Albany Road Albemarle Road Albert Gate Road Albert Road Albert Road Back Albert Square Albion Road Alder Close Alderson Road Alexander Close Alexandra Avenue Alexandra Road Allendale Road Alma Road Almond Close Almond Road Alpha Road Althaea Green Ambrose Road Amethyst Close Amhurst Gardens Anchor Court Anglian Way Anson Road Apollo Walk Appleton Drive Apsley Road Archers Road Arnold Avenue

Arnott Avenue Arthur Avenue Artillery Square Arundel Road Ash Green Ashby Road Ashwood Close Aspen Road Astley Cooper Place Audley Street Austin Road Avenue Road Avocet Way Avondale Road Back Chapel Lane Back Lane Back Market Lane Back Path Back Pier Plain Back Road Bailev Close Baillie Close Baker Street Baliol Road Balmoral Avenue Banting Close Barkis Road Barleycroft Barleyview Close Barn Close Barn Lane Barnard Avenue Barnard Close Barnard Crescent Barrack Road Barton Way Bately Avenue Bath Hill

Bath Hill Terrace Battery Road Baxter Court Beach Close Beach Drive Beach Road Beaconsfield Road Beatty Close Beatty Road Beauchamp Close Beaufort Way Beavans Court Beccles Road Beck Avenue Beech Lane Beech Rise Beechwood Road Beeleigh Way Beevor Road Belgrave Villas Bell Lane Bell Meadow Belle Of The East Way Bells Marsh Road Bells Road Belstead Avenue Belton New Road Belvidere Road Bendish Avenue Bensley Road Berberis Green Beresford Road Bermondsev Place East Bermondsey Place South Bermondsev Place West Bernard Road

Berry Close Bessemer Way Beverly Court Bewick Close Birch Way Biscay Gardens Bishops Walk Bittern Road Black Gate (Track) Black Street Blackbird Close Blackfriars Road Blackwall Reach Blake Drive Blake Road Blanks Close Blenheim Avenue Blocka Road Bloodhills Road Bloomfield Road Blue Sky Close Bluebell Way Bluegate Lane Blvth Road Bodleian Court Bosgate Rise Boundarv Road Bowling Green Walk Bowman Close Bracecamp Close Bracon Road Braddock Road Bradfield Drive Bradwell Avenue Bramble Gardens Branford Road Brasenose Avenue Brett Avenue

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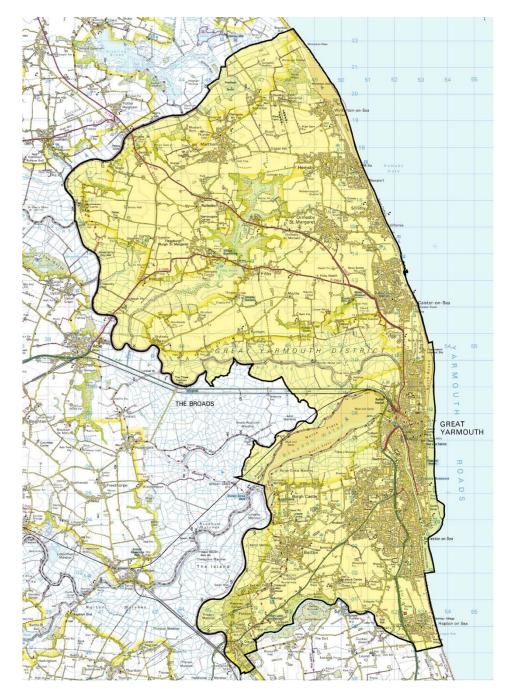
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Fritton Close Front Road Fullers Hill Fulmar Close Gablehurst Court Gainsborough Avenue Galahad Road Gannet Road Gapton Hall Road Garfield Road Garfield Terrace Garnham Road Garrison Road Gatacre Road Gate House Close Gaywood Close Gedge Road Geneva Gardens Genista Green George Beck Road George Street Germander Court Gilbert Road Girton Road Glenmore Avenue Gloucester Avenue Gonville Road Gordon Road Gorse Close Gournay Avenue Grange Road Granta Wav Granville Road Great Close Great Northern Close Great Yarmouth Lane Grebe Close Green Courts Green Lane Greenhill Avenue Grenville Place Gresham Close Greyfriars Way Groomes Close



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# THE BID OPERATING AREA (CONT.)

Grove Close Grove Road Guinevere Road Gurney Close Hales Close Half Moon Hall Close Hall Drive Hall Plain Hall Quay Hall Road Halt Road Hamilton Road Hamilton Walk Hammond Road Hampton Close Hanly Court Hanover Gardens Harbord Crescent Harbour Terrace Harfreys Road Harley Road Harpers Lane Harrisons Farm Lane Harry Miller Court Hartmann Road Harvey Lane Havelock Place Havelock Road Haven Bridge Hawkins Avenue Hawkins Close Hawthorn Crescent Hawthorn Road Haycroft Havlett Close Hazel Drive Hazel Way Headington Close Heath Green Heath Road Heather Avenue Heather Gardens Heather Road

Hebrides Wav Helen Avenue Hemsby Road Heron Close Herries Close Herringfleet Road Hertford Way Hewett Close Hewett Road Hickling Way Hickory Gardens High Mill Road High Road High Street Highfield Road Hill Avenue Hill Cottage Lane Hill View Drive Hillside Close Hingley Close Hobbs Way Hobland Lane (Track) Hobland Road Hogarth Close Holly Avenue Holly Close Holly Way Holmes Road (Track) Homefield Avenue Homestead Gardens Honeymoon Loke Honeypot Lane Hopton Gardens Hornbeam Close Horsey Road Horseys Lane Horsley Drive Howard Street North Howard Street South Howards Common Howe Road Humber Close Humber Keel Humberstone Road

Hunter Drive Hurrell Road Hyrn Close Imperial Mews Isaacs Road Isabella Square Isis Close Ives Way lvy Green Jack Chase Way Jack Plummer Way James Gray Close James Watt Close Jasmine Gardens Jasmine Green Jellicoe Road Jenner Road Jews Lane Jex Way Jimmy Brown Close John Road John Woodhouse Drive Jones (Gc) Way Jordan Road Jose Neville Close Joshua Court Jubilee Close Jubilee Terrace Jubilee Walk Julian Way Juniper Drive Jury Street Kalmia Green Keble Road Kennedy Avenue Kennel Loke Kent Avenue Kent Square Keppel Road Kestrel Close Keves Avenue Keyes Close Kidds Close Kimberley Terrace

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# THE BID OPERATING AREA (CONT.)

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The Lane The Laurels The Loke The Marrams (Track) The Mews The Naze The Orchard The Paddock The Pastures The Promenade The Staithe The Street The Walk Theatre Plain Thoroughfare Lane Thrigby Road Thurne Rise Thurne Road Thurne Way Thurtles Lane Tillett Close Tolhouse Street Tollgate Road Tottenham Street Tower Road Town Road Town Wall Mews Town Wall Road Townlands Townshend Close Trafalgar Court Trafalgar Road Trafalgar Road East Trafalgar Road West Trafalgar Square Trelawny Road Tretts Lane Trinity Avenue Trinity Place Trinity Square Trust Close Tudor Walk Turin Way Turner Close

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# **BID GOVERNANCE AND MANAGEMENT**

A new independent, not-for-profit company limited by guarantee will be established to govern the BID. This organisation will have a board of directors, elected by and directly accountable to BID levy payers for:

- Effective delivery of the projects and services as set out in the BID Business Plan.
- Upholding and promoting the BID's vision and objectives.

The BID will last for five years and in that time it will have to show how it is benefiting your business.

#### THE BID BOARD

The Board will serve voluntarily and will be composed to reflect the make-up of the BID area businesses and organisations. To ensure continuity and allow us to deliver projects straight away, members of the existing BID Task Group will serve as the Greater Yarmouth BID Board in year one, and thereafter an annual election will be held where any levy paying business or equivalent financial contributors will be eligible to stand for BID Board Director positions.

#### THE BID COMPANY

As a levy payer you will be eligible to become a member and you will have a stake in the BID Company. You will control what the BID funds are spent on and you can hold the BID Company accountable throughout the duration of the five years. The BID company will not be able to make a profit – any surplus must be spent on projects and services agreed by you and the Board of Directors.

#### **BID PARTNERS**

The BID will work in partnership with Great Yarmouth Borough Council, Norfolk County Council, Business and Tourism Groups, to harness the best from each organisation involved in the BID and make the most of their existing resources. The BID will not replace the existence or services of any of these organisations.

If successful at vote, Greater Yarmouth BID's term will commence in September 2014. It will run for five years and then be required to seek renewal through a new ballot.



# MEASURING PERFORMANCE

The Greater Yarmouth BID will need to show it is delivering against its objectives and delivering for your business. The board will set the key performance indicators (KPIs) and criteria upon which to measure the BID's performance. Examples of the criteria the BID will use include:

- Footfall Figures
- Visitor Numbers
- Attraction Occupancy Numbers
- Hotel Occupancy Numbers
- Business Mix
- Car Parking Usage
- Public Transport Usage
- New Business Activity
- Annual Surveys
- Business Feedback
- Consumer Feedback
- Monitor Spend Figures
- Media coverage
- Website/Social Media Interactions

These activities will be carried out at appropriately regular intervals and will be reported back to you through the following channels:

- 1. Annual Meetings
- 2. Group Forums and Briefings
- 3. Direct Communications (for example: e-bulletins, letters and face-to-face meetings)

The BID legislation of 2004 sets out the rules and regulations under which the BID ballot must be carried out, and the framework under which the BID must operate. This document can be found on the Greater Yarmouth BID website. The key points are:

## **BID RULES**

#### **BID CREATION AND THE BID BALLOT**

- Each eligible business ratepayer within the defined area will have one vote, provided they are listed on the National Non-Domestic Rates list as provided by Great Yarmouth Borough Council
- None of the costs incurred through the development of the BID, before the formal ballot, will be recovered through the BID levy.

#### THE BID LEVY AND WHO CONTRIBUTES

- The BID levy rate will be fixed as set out in the table on page 16 for the full term of the BID (five years) and will not be subject to inflation or alterations.
- The BID levy will be applied to all eligible businesses within the defined area and be updated annually for rateable value changes. The following will be exempt from paying the levy
  - Businesses with a rateable value of below £2,500
  - Businesses already in Great Yarmouth Town Centre BID
  - Businesses whose primary function does not benefit from tourism. These are defined using the VOA category description and include the following: Advertising, Ambulance Station, Cemeteries, Community Centres, Education, Factories, Fire Station, Health & Medical, Office/Commercial, Schools, Storage, Workshop, Warehouse
  - Non-retail charities with no trading income, arm or facilities, not-for-profit subscription and volunteer-based organisations
- New businesses will be charged from the point of occupation based upon the rateable value at the time they enter the rating list.
- If a business ratepayer occupies the premises for less than one year, the levy paid will be on a daily basis.
- Vacant properties, undergoing refurbishment or being demolished will be liable to pay the BID levy by the property owner or registered business ratepayer.

- The BID levy will not be affected by small business rate relief scheme, service charges paid to landlords, exemption relief or discount periods in the non-domestic rate regulations 1989 made under the local government Finance act 1988.
- VAT will not be charged on the BID levy.

#### **BID OPERATIONS AND MANAGEMENT**

- Great Yarmouth Borough Council is the only authorised body able to collect the BID levy on behalf of the BID Company.
- Collection and enforcement regulations will be in line with those applied to nondomestic business rates, with the BID Board of Directors responsible for any debt writeoff.
- The BID funding will be kept in a separate BID revenue account and transferred to the BID company.
- BID projects, costs and timescales may be altered by the Board of Directors, provided they remain in line with the overall BID objectives.
- The BID Board of Directors will meet at least six times a year. Every levy paying business will be eligible to be a member of the BID Company and vote at annual general meetings.
- The BID Company will produce a set of annual accounts made available to all company members.
- BID staff or contractors will be appointed through the BID company and will work with the appropriate agencies to deliver the programme of projects.
- The BID will last five years. At the end of the five years, a ballot must be held if businesses wish to continue with the BID.

## YOUR OUESTIONS ANSWERED

#### AM I ELIGIBLE TO VOTE?

All eligible businesses as defined in this business plan will be able to vote in the ballot.

### ISN'T THIS WHAT I PAY MY BUSINESS RATES FOR?

No. Business rates are collected by Great Yarmouth Borough Council and then re-distributed at a national level. The Council spends the allocated funding on services that are both statutory and discretionary. Businesses have very little say on which services these are.

BIDs are different. The money is collected locally, ring-fenced and controlled and managed by you. It can then only be spent on projects you have agreed to within the BID area. The BID levy does not pay for anything covered in your business rates. You know exactly how much you pay, and you know exactly what it is being spent on.

#### AREN'T BIDS JUST A WAY OF LOCAL AUTHORITIES SAVING MONEY, NOW MORE THAN EVER?

No. Baseline services provisions must be set out by all public bodies providing statutory services. Legally, a BID can only deliver services that are over and above statutory services. Part of the BID's role will be to make sure local public agencies are delivering against these statements. Statements have been established for:

- Cleansing and Maintenance
- Beach Cleaning
- Car Parking
- CCTV
- Tourism
- Markets
- Festivals and Events
- Street Furniture
- Street Lighting
- Planting and Landscaping
- Public Conveniences
- Highways and Roads
- Policing

These are available on request.

A BID is focused on investing in projects and services that will help businesses and enhance their trading environment, over and above what public bodies already provide. The Great Yarmouth Borough Council will also be a levy payer and the BID will work with them and seek further match funding on projects where possible.

Businesses see BIDs as ways of enhancing and improving issues that wouldn't otherwise be dealt with, which is why more and more locations are adopting the model, and even more so in these difficult economic times.

### HOW WILL I KNOW IF THE BID IS DELIVERING THE CONTENTS OF THIS PLAN?

The BID will focus its resources on delivering the four objectives outlined in this plan. The BID will communicate its activity regularly and will be able to report on a variety of different performance indicators, as outlined on page 19. Ultimately, the business plan is binding and any significant or substantial change on what is set out here would need to be put to a vote of the levy payers.

#### ISN'T THIS A BAD TIME TO BE ASKING BUSINESSES FOR MONEY?

On the contrary, it's a good time to be planning ahead. We know we have a fabulous tourism destination, with top guality businesses and a unique offer. You have told us there is a huge amount of potential to be realised in Greater Yarmouth, so we want that potential met. The BID is a vehicle by which we can make this happen.

BIDs are not designed to put additional financial pressure on businesses during a time of slow economic growth. Rather, BIDs aim to drive footfall to the Borough to increase sales and improve your trading environment and save businesses money. Businesses know how to deliver this best, which is why BIDs have an ever-growing track record of improving trading environments and bringing more customers into an area.

## THE BID BALLOT

The BID ballot will be conducted through an independent and confidential postal vote. Ballot papers will be sent to all eligible voters by 5th May 2014.

You will have until 5pm on 02nd June 2014 to vote. The result will be announced on 3rd June 2014.

Each person entitled to vote will have one vote in respect of each hereditament within the Greater Yarmouth BID area where business rates are payable. A proxy vote is available and details will be sent out with ballot papers.

For the BID to proceed, the vote must meet two conditions:

- 1. Over 50% of businesses that vote must vote in favour of the BID: and
- 2. Of the businesses that vote yes, they must represent greater total rateable value than those that vote no.

# ACKNOWLEDGEMENTS

Ginos

We would like to thank the following for their help in developing this plan:

David Marsh (BID Chair) Malcolm Bird Brian Walker Michael Jeal Peter Jav Aileen Mobbs Linda Dvble James Grav Lyndon Bevan Jane Revnolds Albert Jones Tony Smith Toni Reeve Ken Sims Andrew Bowver Alan Carr Gareth Brown Darren Threadwell Karen Youngs Amv Woodvatt Kirsty Burn Terri Harris Rob Warner Kevin Huggins Oliver Hurren Mo Aswat

Classic Lodge Councillor, Great Yarmouth Borough Council Councillor, Great Yarmouth Borough Council Hippodrome Circus Imperial Hotel The Kensington Lost World Golf MB's/The Lacon Arms The Merivon The Pleasure Beach Sara's Tearooms Seadell Chalets & Shop Thrigby Hall & Wildlife Gardens Cherry Tree Holiday Park Great Yarmouth Borough Council/GYTA Haven Caister Holiday Park Britannia Pier/Wellington Pier/Pettits Greater Yarmouth Tourist Authority Vauxhall Holidav Park Great Yarmouth Borough Council Sea Life Centre California Cliffs – Park Resorts Fusion Hair Consultants Ltd Your Move The Mosaic Partnership



# **FINAL THOUGHTS**

Throughout the last few months, businesses have had the opportunity to tell us what really matters to them and how they would like to see Greater Yarmouth improved. We have listened, and have developed a business plan that will achieve these things, whilst offering you value for money.

We cannot afford to let this opportunity pass us by. Greater Yarmouth is an incredible tourism destination and a great place to live, work, shop and relax. By investing a small amount individually, we can stand together and create something really special for years to come.

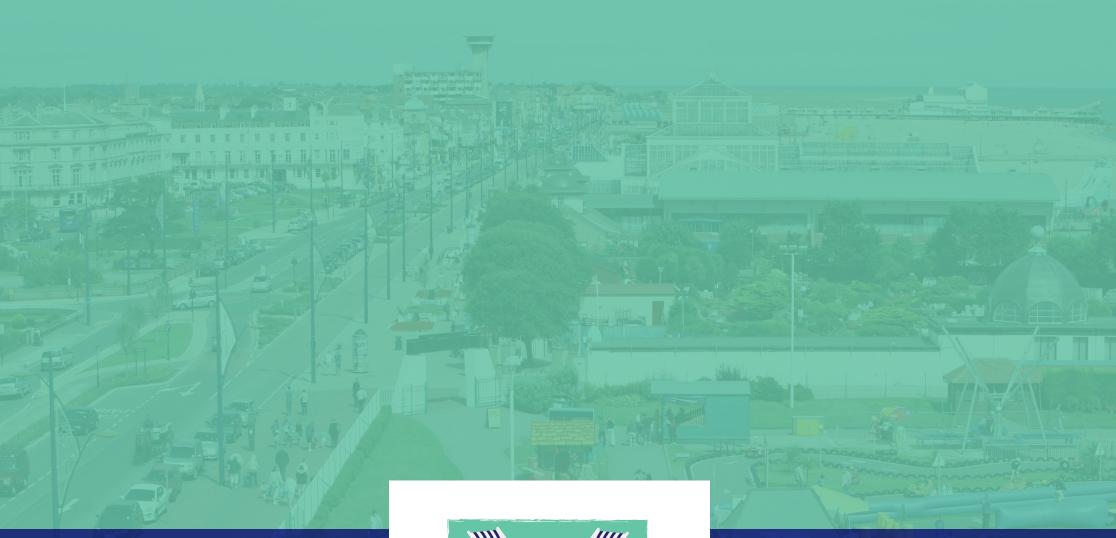
#### Voting YES for the Greater Yarmouth Tourism BID

- 1. Puts you in control in a way that has never been available to you before. These are your plans, vour ideas.
- 2. Will lead to a significant £2.4m of new money invested to improve business in your area, in the way you have chosen.
- 3. Helps to secure your business and the future success of Greater Yarmouth.

To find out more about the Greater Yarmouth BID, please contact:

#### Karen Youngs

Greater Yarmouth Tourism BID Project Manager Telephone: (01493) 846492 Mobile: 07786911936 Email: karen@greateryarmouthbid.co.uk greateryarmouthbid.co.uk







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