



## Adur and Worthing Business Partnership Partnership Meeting

Tuesday 7 November 2017  
14:40 to 16:50  
Nautilus House  
90-100 Albion Street  
Southwick BN42 4ED

### Minutes

1. **Welcome and Apologies** John Haffenden; Ann Felberg; Ann Swain

**Present:** Andrew Swayne (Chairman), Wendy Francis, Jess Estcourt, Peter Webb, Caroline Wood, Martin Sacree, Martin Randall, Tina Tilley, Kevin Jenkins, Tim Hague, Julian Cioffi, Damian Pulford, Sandra Coley, Chris Coopey, Lynda Dine, Brian Boggis

**In attendance:** Beki Tonks, Jon Stroud, Andrew Lee, Kelly O’Haire

2. **Board Membership Changes**

Andrew Swayne, Martin Sacree and John Haffenden were re-elected for a further 3 years. New Directors confirmed at the Board AGM were Chris Coopey, Tim Hague, Kevin Jenkins and Peter Webb.

3. **Minutes & Matters Arising from the meeting held on 18 July**

Agreed

**Actions** – business portal link circulated and final version to be circulated prior to going live

**Actions** - CW circulated the YouTube link of Big Bang 2017 Event

**Actions** – British Science Festival – AS said that this had delivered more than expected and there is now a focus on legacy. Evaluation to be shared when issued. Looking at potential to provide a Greater Brighton Science Festival from 2019 onwards. The British Science Festival was programmed for Hull in 2018.

**4. Business in the Community - Jon Stroud, Business Connector for Worthing**  
JS provided an introduction, noting that Worthing is unusual in that it has Chamber and CVS to assist. Kelly O'Haire then introduced a new free website for CSR 'Forward Steps' [www.forwardsteps.org.uk](http://www.forwardsteps.org.uk) which allows businesses to offer CSR activities such as meeting rooms, training, surplus products etc for community purposes. Any offer posted remains anonymous until a business accepts it, to ensure that businesses are not inundated with requests.

**5. Enterprise Advisor Network and Young Enterprise - Rebecca Tonks, C2C**  
(presentation attached)  
Following a specific request from Beki, AWBP agreed to fund Oak Grove College students the sum of £500 for their business project.

**6. Coastal STEMfest 2018 - Caroline Wood, CWS**  
Caroline provided an overview of the Coastal STEMFest programme (copy of evaluation report from last year attached). The Big Bang event is the culmination of the STEMFest programme and will take place on 8<sup>th</sup> March 2018. Currently looking for even more business engagement in next years event. Also looking forward to challenge how to further develop the programme and target if needed, for example to increase participation amongst girls. Looking to encourage further school participation next year, support is available to help with travel and transport. AWBP contributing £3K for 2018, with £2K to general programme support and £1K specifically allocated for work with A&W schools. STEM skills are a priority for the Partnership and will continue to be so as part of the revised Action Plan.

STEM ambassador opportunity – contact Caroline if have staff who are interested in getting involved. Need to understand that STEM is a broad agenda, not just about Science. It was agreed that Big Bang should be open to all but recognised that could target and access Pupil Premium for youngsters who may not typically engage.

At early stage of planning the programme, further updates to follow.

**7. Presentation on the South Downs Economy - Andrew Lee, SDNP**  
(presentation attached)  
National Parks are not just about landscape also about people accessing, enjoying and supporting the economy. SDNP is a £5 Billion economy with 5000 employees in its area. The SDNP have 25% of the visits of the 15 national parks but only 6% of the value.

**8. Updates:**  
**New Monks Farm - AS/MR**  
The Application is in and consultation periods are due to be extended. The application is due go to planning committee in February/March 2018. AWC have a duty to go back to the applicants to ask for a response to a number of questions that have been raised.

**Greater Brighton Economic Board - AS/LD**

Presentation on the outcomes of the recent workshop Charette organised with the Cities and Local Growth Unit is attached, together with a copy of the GBEB's latest Annual Report.

**Business Awards - PW**

Everything is in place for the Awards Event on Friday and all that remains now is a big thank you to all of the team involved in putting the event in place.

**Business Grants - DP**

(report attached)

The Scheme ran March – Sept 2017 and was a great success. All of the grant funding has been allocated.

**Economic Strategy - LD**

Next meeting will focus on revised action plan, following publication of the Economic Strategy by the end of 2017.

**9. AOB**

MR: Next Monday at the Adur Planning Committee a 24 000 sq feet office block will be going up for determination (the old Civic Centre site). The Council is designing and building it, and a pre-let agreement is in place with Southwick-based FOCUS group, who will occupy the space.

**Next meeting 6 February 2018  
14:40 - 17:00  
MET Northbrook Broadwater Campus  
Worthing**