



Adur and Worthing Business Partnership

Partnership Meeting

Tuesday 24th January 2017, 10.50am-1.00pm

Technical Centre Ricardo, Shoreham by Sea

MINUTES

Attendance: Andrew Swayne (Chairman/Ricardo), Janet Mockridge (WSCC), John Haffenden, Julian Cioffi (Fitzhugh Gates), Peter Webb (ETI), Trevor Constable(FSB), Ann Swayne (FSB) Damien Pulford (Sussex Transport), Joel Hufford (Southern Water), Caroline Wood (CWS), Cllr Brian Boggis (ADC), Cllr Bryan Turner (WBC), Peter Bennett (A&W Chamber), Tina Tilley (A&W Chamber), Lynda Dine (A&W Councils)

1. Welcome and Apologies

Andrew Swayne (AS) welcomed everyone to the meeting. Apologies were noted from: Sue Dare, Martin Sacree and Martin Randall.

2. Minutes of the meeting held on 20th October 2016

Minutes of the meeting had been circulated in advance and were noted as correct.

3. Matters Arising

3.1 New Monks Farm

A pre-application business event was being hosted by Ricardo later in the day. A public exhibition of the proposals was being held on Friday 21st/Saturday 22nd January at the Shoreham Centre.

Separate, although of relevance to this scheme, was the Examination in Public of the Adur Local Plan. This starts on Tuesday 31st January and is being held at the Shoreham Centre.

3.2 British Science Festival

Briefing notes had been circulated as agreed at the last meeting of the Partnership. A further update would be provided at either the May or July meetings.

Action: Agenda Item



3.3 Business Forum

Peter Webb (PW) confirmed the arrangements for the planned event taking place at Shoreham Airport on 10th March. This included presentations by Tim Loughton MP, Geoff Edwards of B&W Group, Jonathan Candelon/Andrew Swayne from Shoreham Airport/Ricardo, and Adur & Worthing Councils.

Of 30 businesses invited to attend the event, 22 had so far confirmed their attendance.

4. **A27 Proposals**

AS introduced this item, highlighting the following key points:

- A public meeting had taken place in October from which a number of lessons had been learnt about how best to manage such events in the future;
- Highways England funding is still available for Worthing/Lancing improvements;
- Intention is for consultation during summer 2017;
- Residents are increasingly becoming aware that a by-pass is not on the table, there is a need to increase understanding that the alternative to improvements is growing congestion on the A27 at Worthing;
- There is a need for data and greater transparency from Highways England to accompany the designs and help make the case;
- Need to develop a collective on behalf of the business community. AWBP to be the vehicle for this as it provides an independent voice. Suggest in principle support for improvements to the A27 which offer best value for money, as long as there is demonstrable evidence of economic benefit to Adur & Worthing and local residents.

AS advised that Martin Randall (MR) was leading on the collective response on behalf of business and the Councils. Caroline Wood (CW) mentioned previous work undertaken by Parsons Binkerhoff which may be of assistance.

The effect of disruption on Southern Rail was highlighted as a factor in increased congestion. Consideration needed to be given to the impact of rail strikes, including anecdotal evidence such as increased use of car parks.

Other sources of data and impacts to be considered included traffic flow/mobile phone data and the impact of a regional retail offering at New Monks Farm.

Following a period of discussion it was agreed that a draft collective response should be prepared and available to the Board a week before the next Board meeting (9th May). Engagement was needed with WSCC to align and add weight to the response. CW agreed to liaise with MR to help bring the business and local authority voice together.

Action: Martin Randall/Caroline Wood

5. **Environmental Issues**

John Haffenden (JH) introduced this item, with particular reference to air quality issues on the A259 in the centre of Shoreham.



JH listed a number of failings of equipment and problems causing congestion and safety concerns. The latter included no road markings to help control traffic flows outside Ropetackle and the amalgamation of bus stops/encroachment of buses onto pedestrian areas.

JH had attended an initial meeting to discuss these concerns and had subsequently been invited to join the Adur & Worthing Air Quality Action Planning Group. JH's involvement was welcomed by members and he agreed to report back to the Partnership in due course.

6. Small Business Grants Programme

Lynda Dine (LD) outlined the opportunities, funding limits and criteria for a small business grants programme which is being launched across Adur & Worthing using monies awarded from West Sussex County Council pooled business rates. Approximately £71K is available for each area with grants of up to £2.5K for micro-businesses and up to £1.5K to support new apprenticeships in businesses with up to 50 employees. All funding requires at least 50% match funding. Adur & Worthing Councils will be responsible for administering the scheme administration and reporting on outputs.

The programme is being launched in partnership with AWBP and a business-led Grant Panel will approve the applications. To date, two business representatives had agreed to participate (one from Adur and one from Worthing) and a third was being sought. Damien Pulford (DP) expressed interest in being the Board's business representative on the Grant Panel.

Information and application forms will be available online via the Adur & Worthing Councils website. All were encouraged to promote to their contacts and networks, including the Chamber and FSB.

7. Business Portal

LD shared some suggested designs for a new AWBP identity put forward by the Councils' Digital & Design team. Attendees were supportive of the proposal to refresh the logo and branding. Of the four options shown, one was selected as the clear favourite, subject to a minor amend and the opportunity to review a couple of different colourways, including grayscale and black/white versions. **Action: Lynda Dine to circulate**

LD then displayed a draft wireframe for the proposed business portal and outlined the intended content and purpose of each item shown on the menu.

Members were supportive of the proposal, and confirmed that they would not want to see a business directory included on the site. The opportunity to capture email addresses was welcomed to support further communications and members were encouraged to support the site by providing content and news stories.

Work will progress on the site with a view to it being operational by the spring, and available for the Partnership to review at its next meeting. **Action: Agenda Item**



8. Enterprise Pilot & STEM

Caroline Wood (CW) provided an update on the Enterprise Adviser pilot which is now being rolled out across the Coast 2 Capital area. Work is ongoing to support teachers and hold business events to support embedding activity in the curriculum.

STEMFest, which is aimed at secondary school pupils, commences on 7th February with an event at Ricardo. (At the same event, Sussex Learning Network will launch a circa £6m programme to encourage young people to stay in education and progress to higher education.)

A number of STEM events will take place during February, ahead of the Big Bang event at Butlins on 14th March. A copy of the flyer promoting the event was available for circulation and would be made available to be sent out to partners. **Action: Caroline Wood**

Discussion followed on the opportunities to engage primary schools. Whilst it was acknowledged that the University of Chichester do a lot of STEM engagement at primary level, members expressed interest in the potential for a small event that might act as a catalyst for greater engagement of primary schools in Adur & Worthing. It was agreed this might be something to consider in the future.

9. Strategic Economic Updates

9.1 Greater Brighton Economic Board

It was agreed that a link to the papers for the Board meeting to be held on 31st January would be circulated to members (see below)

<https://present.brighton-hove.gov.uk/ieListDocuments.aspx?CId=855&MId=6108&Ver=4>

9.2 Local Growth Funds

AS said that there had been a delay in confirming the Local Growth Fund allocations and the amount of money available to support prioritised projects. Coast 2 Capital had separately announced that there was approximately £46m of underspend available from earlier bidding rounds. This is being made available for 'shovel ready' schemes from both the public and private sector.

9.3 Transport for the South East

Adur & Worthing have the opportunity to input to these proposals as part of Greater Brighton and through West Sussex County Council. Proposals need to align with devolution.

9.4 Devolution

Work has been undertaken to update the Greater Brighton devolution proposals with a view to going back to Government to progress discussions and see what opportunities emerge, including as part of the Government's new industrial strategy.

10. Action Plan and Project Updates

A copy of the Action Plan and updates provided at the meeting is attached at Appendix A. It was noted that a number of actions need to be developed and/or refreshed at the next meeting. **Action: Agenda Item**



11. Any Other Business

11. Merger of Northbrook and Brighton City Colleges

Bryan Turner (BT) provided an update, confirming that on 31st March the merger will take effect. The College Board would be dissolved and the new one formed at the same time. Nick Juba will be the Chief Executive of the merged college.

There was a vacancy on the Board for someone with international marketing, audit and business links.

11.2 Southern Water

Joel Hufford (JH) updated on changes at Southern Water, including the appointment of a next Chief Executive from January. A copy of the organisation's quarterly newsletter provided more details and it was agreed that this would be made available to circulate to members of the Partnership.

JH offered to provide an overview of the business at a future AWBP meeting and/or an update of new changes affecting businesses. A site visit could be arranged for later in the year.

11.3 Farewells

AS extended thanks to Trevor Constable and Peter Bennett for all their work in support, and on behalf of, AWBP over the years. This would be their last meeting, with Ann Swayne replacing Trevor as the FSB's representative and the new President of the Worthing & Adur Chamber of Commerce expected to join the Board/Partnership once elected later in May.

All those present wished Trevor and Peter all the best for the future.

**Next Meeting - Tuesday 9th May 2017
2.50pm, Shoreham Academy**