



## Adur and Worthing Business Partnership Meeting

Tuesday 6 February 2018  
14:40 to 17:00

Centre for Leadership MET Broadwater Campus Broadwater Road Worthing BN14 8HJ

### MINUTES

1. **Present:** Angela Crane, Chris Coopey, Cllr Kevin Jenkins, Wendy Francis, Martin Randall, Anne Felberg, Helen Keller, Andrew Swayne, Peter Webb, Tim Hague, John Haffenden, Damian Pulford, Cllr Brian Boggis, Julian Cioffe, Andy Willems, Cllr George Barton, Becky Tonks, Ann Swain, Jess Escourt, Caroline Wood  
**Apologies:** Tina Tilley, Martin Sacree

**Resignations/appointments:** Lynda Dine has resigned and until a replacement is in post it was proposed and agreed by the Board to install Martin Randall as interim Company Secretary

2. **Minutes & Matters Arising from the meeting held on 7 November 2017**  
Approved.

Adur and Worthing Business Awards went very well and were reviewed at Board meeting. The team are preparing for this year and the Board approved continuing gold sponsorship. The 2018 Awards launch event will be held at Hummingbird Restaurant Brighton City Airport on 6 June.

3. **Major Sites Update: presentation - James Appleton/Martin Randall**  
Permission was granted for 24,000<sup>2</sup> (net) of office space on the **Adur Civic Centre former car park site** with the build programme due to start in next few weeks. The building will be leased to the Focus group, a company which has grown significantly and will bring more jobs to the area.

The **main Adur Civic Centre site** will come to the market shortly - there have already been a number of expressions of interest.

At **Teville Gate** a deed of variation is required and once signed demolition contractors will be on site with preparatory work already going ahead. The Developer has done some consultation and there are interesting ideas but the site is still in need of additional funding.

The Council has recently completed on the purchase of **Union Place** following a successful award of £3.6m from the Local Growth Fund (C2C) in order to develop the site long term. Short term use of the site is also being considered.

The **Worthing Civic Quarter Project** is working with a combination of 7 different health providers and essentially the project is now viable. The **New Monks Farm** application is likely to come to Committee in March.

The Council were successful in being awarded £10m for **Free Wharf site**. At **Decoy Farm** AWC awaiting a series of studies to be returned to find out exactly what levels of contamination are there and what opportunities for development there may be. We are working with a partners on the **Grafton Site** to see if we can bring it to the market sooner rather than later. Again carrying out huge amount of due diligence.

Development opportunities in Adur and Worthing are being taken back to Site Match in London again this year.

4. Adur & Worthing Economic Strategy: presentation - Andy Willems  
With the previous Strategy some years out of date, Andy took the Partnership through the work carried out at the latter half of last year to prepare the vision and solutions which make up the new Economic Strategy. It is live on the Adur Worthing Councils website and details including the presentation can be found [here](#).
5. AWBP Action Plan: Review of Priorities - Andrew Swayne/Martin Randall  
Deferred until April meeting
6. Small Business Grants: round two - Damien Pulford  
For 2018 the available funding is £71k for each pot in both Adur and Worthing. Both the application process and panel remain the same but the eligibility criteria is to be tweaked slightly. The launch of this new 2018 round should be in the next fortnight or so, once funding is received from WSCC.
7. AWBP Business Portal, e-bulletin and Promotional Banners – Andy Willems/Angela Crane  
The new live and refreshed [portal](#) demonstrated by Andy and Angela was received positively by the Partnership. As part of this new site AC will be sending out a regular E Bulletin. Examples of available templates were shown with the first example being preferred and there was some discussion about newsletter items. It was agreed for the Partnership minutes to appear in on the Portal and they can be published as soon as they have been agreed by Martin and Andrew. AC reported that she had already made a great start and signed up 40 people at the Better Business Show.
8. Updates:  
Greater Brighton Economic Board - Andrew Swayne/Martin Randall  
Crawley and Gatwick Airport Ltd have now joined the Board. The One Public Estate Programme was updated at the meeting earlier today. Brighton Mainline Alliance is campaigning for Windmill Hill investment. Network Rail are spending on tunnel maintenance between Brighton and Three Bridges. STEM was also a source of discussion.

#### Better Business Event - Tina Tilley

In Tina's absence, Chris Coopey reported that this was again a very successful event. There were 95 exhibitors and approximately 600 attendees, great engagement on social media - all up on last year. Also good attendance was received on speaker sessions. Feedback from students who were invited was also very positive. The idea of walking through the main Town Hall entrance to the event worked very well- yet again Tina was spot on! A final evaluation report from Tina is eagerly awaited.

#### 9. AOB:

AC Following a discussion at the AWBA, Egalite Care are keen to see another Care Event in the area to help raise awareness of jobs available in care and also for use as a recruiting tool. AF reported that METs specialist skills team had been in contact with Egalite with a view to organising this. MR requested that it takes place in AWC area.

Helen Keller gave a short introduction to MET International, based in Brighton and working across all 5 sites, the team bring in some £800k of income. Last year saw 539 students working in 4 main areas: English language training; Incoming projects through European colleagues with Erasmus funding; Tier 4, students on long visas who come to study. The final area is the provision of host families and arranging student activities. The largest contingent are from Denmark, Italy, France and China.

JH reported on Air quality. Approximately one week ago the air quality monitor in Shoreham High Street was removed. MR reported that a partnership with WSCC and AWC is now in place to ensure the monitors are updated and all working.

BT advised that the government released a Careers Strategy in December to ensure that schools are working to best practice in careers education. BT was invited to come and give some thoughts around this at the next meeting in April.

Next Meeting

17 April 2018

Ricardo Innovation Centre  
Shoreham By Sea