



16.03.09

Dear colleagues, I hope you had an enjoyable weekend and this finds you well. Lots of support for your business in this edition, from free advice clinics, free money for training to grants for going green. There's even a few potential money earners! Can't be bad. Please make use of these services where possible, and let me know your feedback. Please keep the stories coming from the business parks; my colleague Miriam and I are always looking to meet and keep in touch with our businesses, so if you can spare the time and a cuppa and you're interested in finding out exactly what the council can offer your business, please get in touch!

Business Link Clinics Places Available For March/April

ARUN DISTRICT COUNCIL
Arun is OPEN FOR BUSINESS

Improve your business at our FREE Arun Business Clinics
Do you run your business or does your business run you

Places at the Business Link clinics are getting filled quickly! There are places now available for 31st March, 21st April, 12th May and 21st June. To book Read More...

[CALL BUSINESS LINK NOW ON 0845 6009006 and quote "Arun Business Clinics"](tel:08456009006)

Next Dates: March 31st 2009, April 21st, 12th May and 16th June

Venue: Chichester College IT Centre, Littlehampton, [BN17 5AG](#).

Click on postcode for map & directions

Cost: FREE

Arun Business Clinics are open to any business, limited or sole trader that has been in operation for more than two years

Business Link is a national business advisory service funded via the South East England Development Agency (SEEDA). We look forward to helping you help your business.

In the daily challenge of running a business, it's often difficult to take a step back and look at the bigger picture. Just when you should be keeping your

eye on the future, the day-to-day challenges take your time and attention away from your vision and plans.

It's so easy to get caught up working in your business, not on your business.

Arun District Council and Business Link have put together a series of Arun Business Clinics. These are designed to offer you a time and a place away from your business to talk over your business concerns, with an independent expert.

These FREE clinics have been designed to provide local enterprises with a face-to-face review with an experienced Business Link adviser. During the session the adviser will share information and ideas to develop an action plan that will help you progress towards your business goals. You can discuss finance, sales & marketing, staffing, operations or regulatory requirements -- whatever is causing concern at the moment. And if you need specialist help or support, the business adviser can help you find that too.

The clinics are being held at Chichester College IT Centre, Littlehampton once a month. Each session will last an hour so that your time away from your business will be kept to a minimum. Four slots are available during that day.

Arun is OPEN FOR BUSINESS

www.arun.gov.uk/business

Train To Gain – Grants Available

I've been working closely with train to gain recently as my last newsletter revealed. Train To Gain is a great service which will help your staff access training, which will help your business become more productive. As well as NVQ's, they're even offering £500 for senior management to benefit from any management training!

More about Train To Gain (newsletter)
Leadership & Management grant info

Looking for staff?

A company in Bognor Regis recently informed me of some redundancies in the hope that these staff might find work elsewhere locally. If you can help

From
The redundant positions were;

Production/Assembly – 5 staff.
Sales Admin – 1

On the production / assembly side, skills included fine hand work manufacturing temperature sensors and thermocouple connectors, use of mig/tig welders, very much working within a team, showing initiative, very hard working.

On the sales admin side, general sales admin work incl. order processing, answering telephone enquiries, word and excel, general office duties. Again all conducted very efficiently and accurately within a close knit team environment.

I can vouch for each and every person made redundant today, some of whom have over 10 years experience with us, and one in fact had 25 years experience.

Many thanks
Martin Riddett
Managing Director
Labfacility Ltd
(m) 07712 841430

HMRC – Help For Small Businesses

HMRC are offering support for SME's through their Business Payment Support Programme. You can find out more about this here....

<http://www.hmrc.gov.uk/pbr2008/business-payment.htm>

Start Up Workshops

Want to be your own boss?
Or know someone who wants to work for themselves?

Know someone who is thinking about setting up their own business, or has just started (0-6months)?

These free courses in Bognor Regis could be for you (or them!). To book your place call Business Link today on 0845 600 9 006.

Many people dream of owning their own business and being their own boss.

Whatever the reason for wanting a change you are far more likely to succeed if you access training and advice before you start. That is where Business Link and the Arun Business Partnership can help.

The Business Link Start-Up Programme offers free training and advice and is available right on your doorstep!

Where?

University of Chichester's Bognor Regis campus

When?

Foundations for Success (24 March 2009)

Planning for Success (21 April 2009)

How to Win and Keep Customers (5 May 2009)

Managing Money (19 May 2009)

What Time?

6pm – 9pm

The topics covered are essential to the successful start up of a new business, and are provided by experienced trainers.

To book your place call Business Link today on 0845 600 9 006.

Download pdf

COSTS – Attention All Business Drivers

Don't forget your responsibilities! If you've not investigated your road risk policy yet, why not contact The Sussex Safer Roads Partnership (SSRP) who will be able to help you. COSTS is a project to help you for free, to make sure you and your staff are safe when driving at work. For more information about the COSTS project and what it means for businesses, visit www.sussexsaferroads.gov.uk/COSTS

Seeking Commercial Space

I have had a number of enquiries for commercial property recently. Perhaps you can help?

Firstly, for 20,000 sq ft in Littlehampton preferably by a well known brand with a high tech product. The catch is that they're only after short term (6 mths). Can you help?

Secondly, at the opposite end of the spectrum, a local wholesaler and e-tailer of electronic goods needs small secure storage space with enough room for a small office area. 500 sq ft or smaller. Preferably in Bognor Regis. Please contact me if you have space to spare that you'd like to let to either of these businesses.

Business Profile – Hendesigns

As most of you will already know my colleague and I recently visited Hendesigns who have a unit in Harwood Road, Littlehampton. They are specialists in some astonishing lighting which can save you money as well as reducing your energy consumption.

Upgrading your lighting to energy efficient lighting is one of the simplest most cost effective ways of reducing carbon emissions and reducing energy costs.

There are now energy efficient alternatives for the majority of existing lighting. Old fluorescent fittings can easily be converted to take the new T5 energy efficient tubes, this not only reduces your energy spend but enables you to re-use your existing fittings thus minimising waste. Savings of 50% can easily be achieved with this technology.

There are also excellent retrofit replacements for the majority of lighting including High Bay, Low Bay, Dichroics, Floodlights and spotlights, all of which mean you do not have to change your existing light fittings.

Hendesigns specialise in providing the best solution for upgrading your lighting, they take into account required lighting levels and can ensure that the best replacement is specified, to get the best possible energy savings without compromising required lighting levels.

All businesses are looking to reduce costs in what are challenging times and lighting is the obvious place to start as it is a "quick win" and can also reduce your carbon footprint.

Currently Business Link in Sussex are offering grant funding of up to £500 for small to medium businesses in the South East for energy efficiency projects, this includes energy efficient lighting upgrades. The scheme is called Energy Grant 500 and more details can be obtained from Hendesigns 01243 824010 or email gill@hendesigns.co.uk

Interest Free Loans are also available from the Carbon Trust for larger energy saving projects.

Hendesigns are happy to offer lighting energy surveys free of charge to show you what savings can be achieved by upgrading your lighting, for more information contact Hendesigns 01243 824010 or email gill@hendesigns.co.uk

Green Week – What is your business doing?

Its Green Week here at Arun, and we're doing more recycling, energy saving and loads of other great green initiatives to help do our bit. If you'd like to do something Green but not sure where to start click through to find out more.

Going Green – help available!

For any or all of the help below, contact Business Link on 0845 600 9 006.

Energy efficiency 500

Incentivising SME's to save carbon through supply of meters (loaned), a switch off campaign and a £500 capital grant to implement new technology and make savings. Meters will be loaned to customers together with an information pack, walk round survey and material for a "switch off" campaign (utilising Carbon Trust material).

Energy Savings Trust – support for Home Based Businesses.

For clients keen to know more about new technologies like solar panels, or old ones like insulation; or they'd like an energy review, Business Link can now broker the delivery of this service.

Enviroskills – "Skilling up" for new market opportunities including:

Micro generation e.g. solar, wind, rainwater harvesting, photovoltaic

Environmental Management Systems

Sustainable Construction

Waste

Code for Sustainable Homes

Biomass

Green Diversification

West Sussex Sustainable Business Partnership can offer:

Environmental Reviews

Green Action Grants

Helpline and advice on local recycling services

Call 01243 756869

And Finally...

Some more good news despite the economic gloom, from Omni (Brokers) Ltd, Bognor Regis

It is inevitable that everyone in business is likely to feel the effect of worldwide financial turmoil and rising unemployment although it is at times like these when employers can benefit from working closely with specialists like Omni (Brokers) Ltd., to identify areas where savings can be made whilst ensuring adequate cover is in place with regard to their Commercial Insurance needs.

The free review carried out by Omni's Commercial Specialists can often result in premium savings and improved cover.

This service is of particular value in ensuring that companies are not under insured (or uninsured!), in the event of a claim. No one in business wants to suffer a loss, particularly at times of financial pressure.

Omni demonstrate that with good impartial, professional advice businesses can be properly protected to help them through the tough times so that clients can benefit when the economy is back on track. Telephone Graham Rousell for details of how Omni can help you : 01243 864018.

Omni (Brokers) Ltd are members of: British Insurance Brokers Association & Institute of Insurance Brokers. Authorised and Regulated by the Financial Services Authority.

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Please think before you print!

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