

FACT SHEET: BUSINESS SUPPORT SERVICES

Whether a business is employing 1,000 employee's, or a lot less, whether they are a start-up or plc, high-tech, low-tech, manufacturing or providing a service, a host of business support services in West Sussex can be accessed, please see below.

Action In Rural Sussex

Sussex House
212 High St
Lewes
BN7 2NH
Jeremy Leggett (Chief Exec)
T: 01273 473422
F: 01273 483109
E: info@ruralsussex.org.uk
www.ruralsussex.org.uk

Action in rural Sussex (AirS) works with rural communities to find new opportunities for local and sustainable economic activity. It assists villages and towns to develop their own parish and town plans and helps in the development of rural community and social enterprise initiatives. It runs the Village Shop Support Programme and seeks to assist communities where the village shop is under threat of closure. It also works to help promote local produce within Sussex beyond.

Business Link Sussex

Greenacre Court
Station Road
Burgess Hill
RH15 9DS
T: 0845 830345
F: 01444 259255
E: info@sussexenterprise.co.uk
www.sussexenterprise.co.uk

A subsidiary of Sussex Enterprise and backed by the DTI, Business Link Sussex provides access to a range of high-quality and impartial advice and support services tailored to meet the needs of small- and medium-sized businesses. Many of its services are free and subsidies of up to 50% may be available. One-to-one advice seminars and workshops are available on all issues affecting business.

CADIA

International Business Centre
Spindle Way
Crawley
RH10 1TG
Jeremy Taylor (Chief Exec)
T: 01293 440088
F: 01293 440030
E: info@cadia.org.uk
www.cadia.org.uk

CADIA is the premier independent business association in Sussex and Surrey. CADIA provides a wide range of connections for networking and business development opportunities as well as speaking up for businesses with central, regional and local government.

Department of Trade and Industry

Government Office for the South East, Bridge House
1 Walnut Tree Close
Guildford, Surrey GU1 4GA
T: 02072 155000
F: 02072 150105
E: dti.enquiries@dti.gsi.gov.uk
www.dti.gov.uk

Advice and assistance for businesses including exporting, marketing, business planning and training. Working with businesses, employees and consumers to drive up UK productivity and competitiveness to deliver prosperity for all.

Startup Co

2nd Floor Greenacre Court
Station Road
Burgess Hill
West Sussex
RH15 9DS
T: 0845 STARTUP (7827887)
F: 08452 301064
E: info@startupco.co.uk
www.enterprise-centre.co.uk

Startup Co have over 25 years experience of assisting people, and statistics show that those they have helped have a greater chance of both starting up successfully and succeeding in the longer term. They have a team of highly skilled advisors and trainers, and can offer you a comprehensive range of free or very cost-effective advice, workshops, seminars and other services.

Federation of Small Businesses

Unit 20 Linot Square
Fairbank Road
Southwater
West Sussex
RH13 9LA
Judy O'Callaghan/Pat Edwards
T: 01403 734257
F: 01403 732439
E: fsbr150@fsbdial.co.uk
www.fsb.org.uk

Formed in 1974, the Federation of Small Businesses (FSB) is Britain's biggest business organisation with 190,000 members, existing to protect and promote the interests of the self-employed and all those who run their own businesses. The FSB offers an unbeatable combination of benefits to members including access to a 24 hour telephone legal advice line.

GOSE

Bridge House
1 Walnut Tree Close
Guildford
GU1 4GA
T: 01483 882255
F: 01483 882259
www.go-se.gov.uk

Competitiveness and DTI programmes.

BNI (Business Network International)

Wolstanton House
Lyminster
BN17 7QF
John Rees
T: 08708 810922
E: johnrees.bni@btinternet.com
www.bni-europe.com

BNI is the most successful business networking referral organisation in the world, with 3,800 groups in 26 countries. The Horsham chapter has a weekly breakfast meeting at 6:45am at South Lodge Hotel, Lower Beeding, where attendees are allowed 60 seconds to present their business. Membership to BNI is selective, allowing only one member from each trade or profession to a chapter. Horsham has vacancies in a few categories and welcomes visitors.

Breakfast for Business

C/o Cannon Healthcare
Shelly House, Tylden Way
Horsham RH12 5JB
Steve Snowdon (07860 759595)
T: 01403 248911
E: steve@snowdon.biz
www.breakfastforthebusiness.co.uk

Breakfast for Business is a British organisation and is proud of its reputation as a friendly business networking club with a professional agenda to help its members develop. They only allow one classification per club, for example only one accountant.

Central Sussex College

College Road
Crawley
West Sussex
RH10 1NR
T: 01293 442200
F: 01293 442399
www.centralsussex.ac.uk

Central Sussex College is a Centre of Vocational Excellence (CoVE) for Care and Construction (www.scc.ac.uk). Almost £9 million has recently been invested in its training facilities and the college now operates from six centres throughout central Sussex, as well as providing bespoke training solutions for business in-company. The college is able to design and develop appropriate training across all vocational areas to specifically meet the needs of local employers, and also has Learn direct centres based in Crawley and East Grinstead.

Central Sussex College, Horsham

Hurst Road
Horsham
RH12 2DN
T: 01403 218181
F: 01403 217733

Central Sussex College provides a comprehensive range of further and higher education, including staff development courses in a variety of subjects at all levels. A wide variety of training is offered within areas such as interior design, English as a foreign language, care training, hairdressing. Customised training can also be organised on request.

Chichester College, Brinsbury Campus

North Heath
Pulborough
West Sussex
RH20 1DL
T: 01243 786321
F: 01798 875222
E: info@chichester.ac.uk
www.chichester.ac.uk

Brinsbury College specialises in training for the land-based industries, offering full, part-time and short courses. Set in the heart of a 570 acre country estate, it offers conference facilities and meeting rooms for hire is the ideal place for study or business.

Diamond Enterprise Hub

Basepoint Business & Innovation Centre
Metcalf Way
Crawley RH11 7XX
T: 01293 817700
F: 01293 817701
E: info@diamondhub.co.uk
www.diamondhub.co.uk

Provides support for companies or individuals within the Gatwick Diamond area who wish to make a large business from an idea particularly in engineering, electronics or the knowledge-based sectors. As well as opportunities to meet like-minded business people at seminars and events, the Hub can either help directly with planning, raising money and personal development or point to someone else who can. Funded by SEEDA and delivered by Sussex Enterprise, Hub services are free or highly subsidised.

FairPlay South East

23 Lintot Square
Southwater
Horsham
RH13 9HQ
Contact: Ann Swain
T: 01403 738739
F: 01403 734432
E: info@fairplayse.org.uk

A not for profit organisation established with support from EOC to provide businesses and other organisations with information, advice and training on removing barriers including gender, ethnicity, disability, sexuality, age etc which may hinder individuals from fulfilling their potential. Specialities include advice on developing, implementing and monitoring equal opportunity policies, staff training and awareness raising, managing diversity, discrimination, legislation compliance, work-life and balance employment policies.

Sussex Enterprise

Greenacre Court
Station Road
Burgess Hill
West Sussex
RH15 9DS
T: 08456 788867
www.sussexenterprise.co.uk

Sussex Enterprise provides you with a portal to a range of businesses services. Whatever you need to set your business on the road to success, their team of advisors will be able to help you to find the most appropriate solution to your request.

Sussex Learning and Skills Council

Learning & Skills Council SE,
Princes House, 53 Queens
Road, Brighton BN1 3XB
T: 01273 783555
F: 01273 783507
E: info@lsc.gov.uk
www.lsc.gov.uk

Funds a wide range of initiatives designed to benefit 14-19 age group, adult learners and employers.

Adur Economic Partnership (AEP)
Local Business Partnership

HM Revenue & Customs (HMRC)

Capitalise Business Support Ltd

Microbiz

South East England Development Agency (SEEDA)

Chichester District Council

T: 01273 263245
www.theaep.co.uk

www.hmrc.gov.uk

Capitalise Business Support Ltd
Summerfields Business Centre
Bohemia Road, Hastings
East Sussex TN34 1UT
Mike Trotter (Loan Fund Manager)
T: 08456 018326
F: 01243 205501
E: mike.trotter@capitalise.org
www.capitalise.org

Contact Horsham's Economic Development Unit
T: 01293 438704

SEEDA
Cross Lanes
Guildford
GU1 1YA
Chris Chapman (Investor Development Manager)
T: 07973 908748
E: christopherchapman@seeda.co.uk
www.seeda.co.uk

Chichester District Council
East Pallant House
East Pallant
Chichester
West Sussex
PO19 1TY
T: 01243 534669
E: business.support@chichester.gov.uk

Offers business advice.

Tax-related advice for new and existing businesses.

Capitalise Business Support Ltd is a not for private profit organisation which means all funds are reinvested for the benefits of their clients. They are a subsidiary of Ten Sixty Six Enterprise Limited, the local enterprise agency for Hastings and Rother. Ten Sixty Six Enterprise has a well-established, comprehensive programme of support for those who wish to start up a new business and also to provide ongoing guidance and support for the established businesses.

Free entry, training and advice with seminars including: Finance & Legal, Marketing, IT & Web Design, Tax & National Insurance.

SEEDA are the Regional Development Agency and offers practical advice and support on transport and infrastructure, relocation and planning, recruitment, retention and training, broadband connectivity, lean manufacturing, management development, access to local government, venture capital and grant aid and transport planning.

Whether you are starting-up in business, already established or maybe thinking of relocating to the area. Chichester District Council have aimed to provide you with all of the information relevant to your individual needs. If you wish to make an enquiry related to your business, please contact them directly for support.