



c/o Parafix Tapes & Conversions
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Newsletter

July 2011

Welcome the July '*electronic newsletter*' giving you a brief summary of what has happened and what is planned on the Park. We aim to produce this on a monthly basis to keep you up to date with progress.

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Reporting Criminal Activity

It is **very important** that the Police are informed of any criminal activity on the Business Park no matter how small.

This allows the Police to build a bigger picture of any crimes taking place. Crimes can be reported either over the telephone or online at www.sussex.police.uk/contact-us/report-a-crime-or-incident

If you report crime online **you will still be issued with a crime number**. Please make a note of the link for future reference.

We will also put this link on the Lancing Business Park website: [www.lancingbusinesspark.co.uk/Useful Links](http://www.lancingbusinesspark.co.uk/Useful_Links)

Road Repairs

The meeting with West Sussex Councillor Pieter Montyn went ahead as planned on the 8th July when he listened to the views and concerns of Lancing Business Park that have previously and continuously been made.

Following this meeting, LBP received some information regarding the road assessment process and the view of West Sussex County Council on the situation, details of which can be viewed at [www.lancingbusinesspark.co.uk/Road Repairs](http://www.lancingbusinesspark.co.uk/Road_Repairs)

The assessment form raises certain points that need to be followed up; the number of HGV movements that occur daily on the park is something that does not appear to have been taken into consideration during the assessment.

We will continue to work with WSCC to obtain the best possible outcome for LBP and will of course keep you informed of progress.

Grounds Enhancement

As part of the on-going enhancement plans for LBP, work will soon be undertaken to landscape the grass verge area opposite Shoreham Vehicle Auctions. These verges were dug up during the gas main installation work and their current condition leaves much to be desired.

New Sponsor



In last month's newsletter we welcomed our new Sponsor HR Smart and can now follow this up with a more informative article (written by Heidi Rush of HR Smart) on the services they provide.

HR ISSUES TAKE A SIGNIFICANT PORTION OF DIRECTORS' TIME, BUT ARE TYPICALLY DONE ON A REACTIVE BASIS." - IOD

A survey by the Institute of Directors (IOD) found that businesses often struggle to keep up with the increasing amount of employment legislation and red tape which, if not properly administered, can end up costing businesses in terms of profit & time. If this has a familiar ring to you, then help is at hand. HR SMART employs Human Resources Consultants who provide specialist human resources support services, tailored to your company's needs.

For small or medium size businesses, outsourcing your Human Resources can bring expertise and cost savings to reduce the risk of non-compliance and improve the quality of your most valuable asset – your employees. This will allow you, your managers and directors to spend more time on strategic matters and concentrate on core business activities and objectives

Our advice is practical, compliant with current legislation and takes into account your business requirements, helping you to gain a leading edge over your competitors.

We personally design the service in partnership with you to ensure your HR requirements are supported within your budgetary constraints. Our services include:

- **HR Manager Service**
- **Employment Documentation**
- **Helpline Service**
- **Specialist Projects**
- **Training and Development**
- **Management Information and Reporting**

If you would like the opportunity to discuss your HR needs, please call us on 0845 6100 651.

How you manage your employees is just as important as how you manage any other business asset.

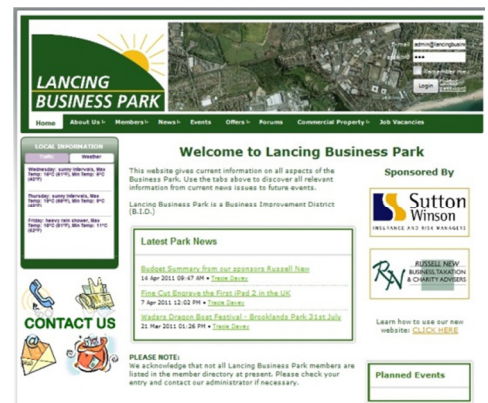
Additional Cleansing Exercise

LBP have arranged for Adur and Worthing Council Services (AWCS) to undertake some additional cleansing work around the roads on Sunday 7th August. This additional work will incorporate the sweeping and clearing of the non-highway lengths of the roads such as the 'returns' or entrances into premises around the park. It is also planned to carry out some scheduled highway cleansing at the same time when it is hoped that there will be fewer vehicles parked on the roads.

Website

The traffic on the website is increasing week on week. We have member offers regularly being added on the website alongside external offers from companies situated off the Business Park.

Remember to keep checking the website as we regularly add important news updates. If you have any good news stories please email us at admin@lancingbusinesspark.co.uk and we will add them to the website.



The listing of job vacancies is a free service we offer to all business park members so if you are looking for staff please email admin@lancingbusinesspark.co.uk and we will place your advert on the website for you.

Please take a few minutes to check your listing and inform us of anything incorrect or any changes that need to be made.



Shoreham Vehicle Auctions 50th Anniversary Celebrations

Some of you may wonder why Shoreham Vehicle Auctions, based on the Lancing Business Park is so named. It was back in 1961 when the auction first opened known then as Shoreham Lighthouse Auctions due to its close proximity to the iconic landmark, it was 15 years ago the business re located to Lancing.

To mark the 50 years of trading there will be a number of celebrations in September including charity auctions on behalf of the Chestnut Tree House, RSPCA and BEN, a Motor Trade Charity.

If anyone is interested in donating anything big or small, this does not have to be Motor related, for example The New Sussex Hotel has donated a room for the night, please contact Alan Agate on 01903 851 200 or email: alan@shorehamvehicleauctions.com

Triangle Sponsorship

Designs for the development of the Triangle have now been received from two local schools. These will be assessed to ensure that they are practical, practicable and deliverable, and then the project sponsors will be asked to select a winning design.

Joint Breakfast Meeting Summary

The Shoreham Vehicle Auctions opened early at 7.30am on July 8 for a talk organised by Worthing and Adur Chamber of Commerce on the various ways to employ an apprentice, develop your workforce and current staff. There are several training companies and colleges providing apprenticeship schemes and one option gaining in popularity is to use an agency. The local figures for success rates with apprenticeships are healthy and give



Emma Dudley and Irene Hoare (SEAC), Tina Tilley (W&A Chamber), Ken Green (Lancing Business Park) and Brenda Cook and Anne Feldberg (Northbrook College) PICTURE BY MILES DAVIES PHOTOGRAPHY

confidence to those engaging staff via apprenticeships; in fact Northbrook College has just placed its 1,000th apprentice this year alone. The agency route may not be so well known and the presentation from South Eastern Apprenticeship Company (SEAC) received great interest. SEAC take a service fee of 20 per cent based on the apprentice's wages and for this they assume full and legal employer responsibility for the apprentice including: Health and Safety, Safeguarding, Performance Management, Disciplinary and Grievance procedure and pay roll. This enables companies to engage with an apprentice without long-term commitment with a minimum term of four months. SEAC also offers a full recruitment service and support during the training period. It is also possible for the apprentice to be shared between two businesses on a part-time basis which can give more variety to the employee as well as meeting smaller business requirements. The agency could be a great option for some companies but, of course, there is still the traditional route available. Many of us are guilty of failing to understand that the apprenticeships available have changed and even though the motor mechanics, hairdressers, electricians, plumbers are still popular you may be surprised to know Customer Service and IT are also available. With around 200 options already in progress, it is fair to say that most business needs can be met through the apprenticeship route. What is obvious is that it is worthwhile seeking advice from the various providers and hopefully we can support the young people in this area to get into the workplace. For more information on providers and options available please go to www.worthingandadurchamber.co.uk/useful-documents