

HR Forum
10th July 2019
Basepoint Centre

1 – Introductions

JT set the scene for the Inaugural Meeting, explaining how this group fits within Newhaven Enterprise Zone (NEZ) work of engaging with Newhaven businesses.

Although the NEZ has 8 defined sites, the ambition is to bring benefits to the whole town (business and the community) and to engage with stakeholders across the area.

2 - Update on the Enterprise Zone

CD gave an overview of the work to date carried out by NEZ and the impact to date.

The new website will be launched soon at www.newhavenenterprisezone.com

3 - Identifying your priorities

A post-it note exercise was carried out to discuss the Obstacles & Opportunities that businesses in Newhaven face

These are presented on the attached sheet

Discussion followed on:

- The aspiration and attitudes found in the local workforce
- Level of specific skills sets in local employees, particularly in areas such as metalwork & forming tooling & stonemasonry
- Concern on numeracy and literacy as well as interpersonal/interview skills
- Willingness to take on apprentices – is the provision right?
- Engagement with local education providers – schools, FE & the role of the UTC facility
- Possible use of [Open Doors](#) programme to grow Education-Business links
- Travel & transport to work – bus, rail & cycle/walking facilities
- Services & amenities for employees to ensure retention in jobs
- Methodology to support & retain employees of firms leaving the town
- Opportunity for an Employment Fair to encourage local applicants
- Lack of any dedicated recruitment companies in Newhaven
- Creation of a 'New Starter' Pack for businesses employing new staff

4 - How your local profile can help your local recruitment

Tim Cobb & Victoria Archer of Cobb PR had been invited to present on how local profile can support local recruitment. This became a discussion on how local PR (both off- & on-line) could be generated by the business community & the NEZ to develop a strong Employment Fair with an offer from Tim to spend time with any attendee exploring how to present their firm & opportunities.

Action: JT to circulate Cobb PR contact details

5 - Next steps

Frequency – 3-4 meetings pa

Venue – with businesses to encourage peer learning & 'nosey networking'

Future meetings - explore best practice & invite providers of supportive services

Action: invite Sussex Colleges & Seahaven Academy to the next meeting to explore closer working between education & employers

Action: Develop content for a 'New Starter' information pack to be used by all employees

Action: NEZ to start plans for an Employment Fair in the town & encourage businesses to bring along what they do, where practical

Action: NEZ to develop Employer Survey

6 – Next Meeting

2nd October 2019

Venue: *Who would like to host & show off their premises?*

Attendees:

Kevin Broderick	APG Cash Drawer
Mick Gray	APG Cash Drawer
Kirsti Peters	Brightwell Dispensers Ltd
Corin Jeavons	Jeavons Toffee
Ian Brooker	King & McGaw
Rosie Lincoln	Lincoln Kitchens & Granite
James Pybus	Pybus Group LLC
Grant Warden	Quintessence
Jennifer Donn	Rampion
Richard Benvenisti	Roche Diagnostics
Lee Wakefield	SCDA
Andy Tucknott	Tomsetts Transport Ltd

Employed workforce represented: 800+ with around 30% Newhaven residents

Apologies

Lucas Shone	Boutique Modern
Helen Morrell	Day Group
Luke Hobbs	Feilo Sylvania
Ian Mutton	Felcon
Allan Kay	Veolia