



St John's Innovation Centre Business Support Sign-Posting for SMEs

This document is designed for use by local SMEs to help them locate sources of business support, help and information. It is not intended to be a directory of businesses or business support organisations, which can best be found through the Business Link website (see below). A great deal of business information and contacts can also be found through the two Technopole Reports listed below.

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General Business Support & Information

Business Link Website

Business Link is the government's online resource for businesses. It contains essential information on support and services relevant to your business – whether you work for a large organisation or are on your way to starting up.

Simple to use, up to date and practical, Business Link is the first place to go to find guidance on regulations and to access government services. It also has a number of useful online tools, calculators, and best practice case studies. Business Link provides access to funding options, as well as wider support. Go to:

0845 600 9006

<http://www.businesslink.gov.uk>

Business Support Finder

Business Support Finder is a searchable database operated by Business Link that can help you find publicly-funded sources of assistance for which you may be eligible to apply. Support may be available in a number of forms, including financial assistance and free or subsidised advice services. From time to time, specific initiatives are available to help with starting up, managing or growing a business.

<http://improve.businesslink.gov.uk/resources/business-support-finder>

Business Mentoring

mentorsme.co.uk is Britain's first online gateway for small and medium-sized enterprises looking for mentoring services. The free site offers businesses access to a list of quality-assured business mentoring organisations across Britain. An easy-to-use search engine allows businesses to refine their searches according to the life stage of their business and their location in Britain.

The site also allows business professionals to offer their services as a business mentor via the mentoring organisations listed. Aspiring mentors may want to work in a particular area of Britain and have a particular area of expertise to offer. The mentorsme search engine allows them to locate mentoring organisations that are the closest match to their profile.

<http://www.mentorsme.co.uk/>



Cambridge & East of England Technopole Reports

The Cambridge and East of England Technopole Reports provide a host of useful information on the local and regional economies, available business support and useful contacts for business property, investment, consultancy, networks and professional services, including:

- Enterprise hubs
- Universities
- Conferences
- Networks
- Science parks & incubators
- Venture capital, business angels & investor networks
- Professional service providers including banks, accountants and lawyers
- Support for new and growing ventures
- Technology consultancies
- Higher education and corporate R & D organisations

The reports can be downloaded free from the following addresses:-

Cambridge Technopole Report 2011:

<http://www.ifm.eng.cam.ac.uk/ctm/teg/documents/CambridgeTechnopole2011v1.1.pdf>

East of England Technopole Report:

<http://www.ifm.eng.cam.ac.uk/ctm/teg/documents/EastEnglandTechnopole.pdf>

Local Enterprise Partnerships

Greater Cambridge Greater Peterborough Enterprise Partnership covers the whole of Cambridgeshire and Peterborough as well as the North Hertfordshire, Uttlesford, St Edmundsbury, Forest Heath and King's Lynn and West Norfolk districts. It has been created to help drive forward sustainable economic growth in the area – with local business, education providers, the third sector and the public sector working together to achieve this.

Strategic areas of focus are:

- Skills and employment
- Strategic economic vision, infrastructure, housing and planning
- Economic development and support for high growth business
- Funding, including EU funding, regional growth funding and private sector funding

For further details of what the Greater Cambridge Greater Peterborough LEP has to offer contact:

01733 602009 or 01223 967009

<http://www.yourlocalenterprisepartnership.co.uk>



New Anglia Enterprise Partnership covers Norfolk and Suffolk

New Anglia LEP has been established as a catalyst to create jobs and remove barriers to growth. Its primary areas of focus are:

- Growing important business sectors
- Providing information and support for small and medium sized enterprises
- Improving infrastructure to enable businesses to thrive

For further details of what the New Anglia LEP has to offer contact:

01603 274427

<http://www.newanglia.co.uk/>

Grants, Loans & Finance

Technology Strategy Board

The Technology Strategy Board is the UK's national innovation agency. Its goal is to accelerate economic growth by stimulating and supporting business-led innovation. The Technology Strategy Board promotes, supports and invests in technology research, development and commercialisation through partnerships, competitions and the awarding of grants to successful applicants. For example it administers the Grant for R & D programme (now known as Smart) which is available to pre start-ups, start-ups, and small and medium-sized businesses from all sectors across the UK.

Applications under Smart may cover:

- Proof of market grants
- Proof of concept grants
- Development of prototype grants

The Technology Strategy Board also runs a range of valuable networks for innovators seeking information or collaboration partners.

For further details including how to apply for grants, go to:

01793 442700

<http://www.innovateuk.org>



Finance East

Finance East is a commercially focused, independent fund manager based in Ipswich. As part of the [FSE group](#), Finance East provides growth finance to innovative, ambitious businesses and entrepreneurs across the East of England region. For general information on Finance East, case studies, and other information, contact:

0845 180 0580

<http://www.financeeast.com>

Finance East delivers the Regional Growth Loan Scheme and also manages the Suffolk Investor Club, a business angel network operating across the region. Its two principal schemes are:

The East of England Regional Growth Loan Scheme is a mezzanine loan scheme, filling the gap between traditional debt and equity funding. To be eligible, businesses must have a minimum annualised turnover of £500,000. It can be a stand-alone funding source but is complementary to other sources of finance e.g. traditional bank borrowing, including the Enterprise Finance Guarantee scheme and equity. The scheme is effective in unlocking other forms of finance and in many of the deals agreed it has formed part of a larger finance package. Further details including how to apply can be found at:

http://www.financeeast.com/regional_growth_loan_scheme.html

The Business Angel Co-investment Loan facility is a matched loan to equity scheme designed to facilitate investments into early stage businesses with high growth potential based in the East of England (Essex, Suffolk, Norfolk, Cambridgeshire, Bedfordshire and Hertfordshire) - who are seeking to match Business Angel investment. Further details including how to apply can be found at:

<http://www.financeeast.com/BusinessAngelCo-investmentLoan.html>

Foundation East

Foundation East is an Industrial and Provident Society and registered charity. The Society makes loans (up to £50,000) to viable, but not bankable businesses, in Cambridgeshire, Bedfordshire, Suffolk, Hertfordshire, Norfolk and Essex. The Society is open to good quality applications from those with a poor credit history and lacking the usually-required security. For further details, including application forms and procedures, contact:

0845 293 7751

<http://www.foundationeast.org>



Export Assistance

UK Trade & Investment (UKTI)

UK Trade & Investment (UKTI) works with UK-based businesses to ensure their success in international markets. They offer a range of services helping with all aspects of exporting including local advice and support from our team of International Trade Advisers to develop your export strategy and access to commercial posts at British Embassies across the world to help you explore and make new connections in overseas markets.

UKTI can support as follows:

- Professional and impartial advice
- Help with developing successful international strategies
- In-depth knowledge of your target market
- In-market help & support from commercial specialists at British Embassies around the world
 - Help with finding potential agents and distributors
 - Market research
 - Advice on market entry strategies
 - Advice local language and culture
- Sector-specific expertise
- Business opportunities
- Networking opportunities at home and abroad
- Full support to win in a global market

For further information on the range of schemes aimed at helping exporters from novice to expert, contact:

0845 641 9955

www.ukti.gov.uk/export/howwehelp or info@uktieast.org.uk

Membership Organisations

Chambers of Commerce

Chambers of Commerce exist in all counties. They are membership organisations for local businesses of all descriptions offering representation and lobbying as well as a range of B2B, training, networking, export and sector-specific services.

Cambridgeshire Chambers of Commerce – 01223 237414 - <http://www.cambridgeshirechamber.co.uk>

Norfolk Chamber of Commerce – 01603 625977 - <http://www.norfolkchamber.co.uk>

Suffolk Chamber of Commerce – 01473 680600 - <http://www.suffolkchamber.co.uk>



ST JOHN'S INNOVATION CENTRE

Federation of Small Businesses

The Federation of Small Businesses is the UK's largest campaigning pressure group promoting and protecting the interests of the self-employed and owners of small firms. Formed in 1974, it now has 200,000 members across 33 regions and 194 branches.

For further details of FSB membership including the wide range of business services available to members, contact:

0808 20 20 888

<http://www.fsb.org.uk/>

Cambridge Network

Cambridge Network is a commercial business networking organisation that brings together a broad range of business people and academics working in technology fields.

Its mission is simple – to collaborate for shared success and raise Cambridge's game by:

- Connecting people and companies for research and partnering
- Enabling member companies to find and attract quality recruitment candidates
- Fostering closer relationships between businesses, academia and individuals through network and member events
- Encouraging people and organisations to share high quality training and peer learning
- Facilitating co-operation and resource sharing

Membership is not geographically limited and is open to any company or organisation that is involved or interested in doing business in the Cambridge region.

01223 300148

www.cambridgenetwork.co.uk

Cambridge Wireless

Cambridge Wireless brings together over 300 companies with expertise in wireless technologies and networks through a range of events and networking opportunities. It provides members with a forum where they can learn about recent developments, debate key topics of importance to the industry, network with leading individuals as well as recruit highly skilled individuals and promote their organisations. Its major events include the annual Future of Wireless conference, 4 Founders' dinners where around 200 members meet at selected Cambridge colleges and a wide range of conferences organised by special interest groups.

01223 422365

<http://www.cambridgewireless.co.uk/>



Cambridge Cleantech

The focus of Cambridge Cleantech is on providing its members with opportunities to generate new business and to grow, from encouraging supply chain opportunities, to enabling shared experience of innovative growth businesses and to providing collective services such as access to finance, government regulatory updates and links to international partners.

Cambridge Cleantech [events](#) are designed to inform members, share information and in particular aid the development of the supply chain for companies in the environmental goods and services sector. [Special Interest Groups](#) provide the forum for in-depth information sharing from sector experts and enable networking, debate and the potential for exploring joint commercial opportunities.

Members have access to all the [Business Support](#) services offered at Cambridge Cleantech. They can also keep up to date with all the latest [cleantech news](#) and advertise [jobs](#) across the cleantech community.

01223 750017

<http://www.cambridgecleantech.org.uk/>

One Nucleus

One Nucleus is a not-for-profit membership organisation for international life science and healthcare companies, based in Cambridge and London, the heart of Europe's largest life science and healthcare cluster. More than 460 members include pharmaceutical, biotech, medical device and diagnostic companies and associated technical and commercial service providers. Membership benefits include:-

- A large pool of companies to support business-to-business interaction
- Membership of a cluster of international size, relevance and visibility
- One membership providing discounted entry to events in London and Cambridge
- Economies of scale supporting the One Nucleus group purchasing scheme
- An expanded training programme focused on the needs of members

01223 896450

<http://www.onenucleus.com/>



Specialist Support Organisations

Enterprise Europe Network

The Enterprise Europe Network is funded by the European Commission and helps small business to make the most of the European marketplace. Working through local business organisations, they can help you:

- develop your business in new markets
- source or license new technologies
- access EU finance or EU funding.

It brings together more than 580 business support organisation members from across 49 countries. They are connected through powerful databases and know Europe inside out. What's more, they have been

working together for years, some even for decades. You'll be amazed at how well your local Network contact point is connected in Europe, and even beyond.

To explore the full range of free services available from the Enterprise Europe Network, contact:

0845 641 9955

www.enterpriseuropeeast.org.uk

Manufacturing Advisory Service (MAS)

MAS is aimed at helping manufacturers to streamline their processes, reduce waste, become more energy efficient and generally to improve and grow their businesses.

Regardless of business size their experienced and highly skilled advisors can help. All with 'hands-on' experience at both shop floor and management levels, they will work with you and your workforce to ensure that your business is run in the best way possible. Initial services are FREE to Small & Medium sized manufacturers, for whom grants may also be available for more specific help.

For further details of MAS services contact:

0845 658 9600

<http://www.mymas.org/>



ST JOHN'S INNOVATION CENTRE

Business Plan Services (BPS)

BPS provides all aspects of effective business planning, strategic marketing and raising finance for businesses at all stages of development.

In addition to writing and reviewing business plans and hosting a series of business plan workshops, BPS also provides services covering all aspects of effective business planning, including:-

- Competitor analysis
- Market research
- Financial modelling
- Strategic marketing planning for new market entry and/or new product/service launch

For further information on BPS services contact:

01223 853611

www.bizplans.co.uk