

# Chelmsford Business Support Guide 2026



# Supporting Business

Running a business today means navigating a landscape that is constantly changing. From rising costs and supply chain pressures to skills gaps and digital security risks, the challenges are real—and we see the impact they have on our local economy every day.

But Chelmsford is a city of opportunity. Our businesses are innovative, adaptable, and determined, and that gives us confidence for the future. At Chelmsford City Council and Invest Chelmsford, we believe our role is to help you access the tools, advice, and connections you need to succeed—whatever the circumstances.

This business support booklet is designed to make that easier. Inside, you'll find details of the support available to help your business grow, stay compliant, secure funding, and even find the right premises. We work closely with local and regional partners to ensure Chelmsford businesses have the backing they need to thrive.

The road ahead may not be simple, but by working together we can build a stronger, more resilient economy—one that benefits businesses, employees, and our wider community. If you need support, please reach out. We're here to help.



**Councillor Simon Goldman**

Cabinet Member for Economic Development & Property



**Councillor Stephen Robinson**

Leader of Chelmsford City Council

## Contents

- 02 Invest Chelmsford Business
- 03 Business Rates
- 06 Commercial Recycling & Waste
- 07 Procurement
- 09 Business Compliance
- 10 Planning
- 12 Riverside Leisure Centre
- 17 Other Business Support Organisations
- 25 Chelmsford Co-Working

## Connect with us

[investchelmsford.co.uk](https://investchelmsford.co.uk)

 [@ChelmsCouncil](#)  
[@Chelmsfordbusiness](#)

 [@invest-chelmsford-business](#)

### Subscribe to keep updated with Invest Chelmsford Business



Subscribe to our newsletter for Chelmsford business updates and signposting to funding, business support opportunities and events.



### For more information

**E** [economy@chelmsford.gov.uk](mailto:economy@chelmsford.gov.uk)

**T** 01245 606568

**W** [investchelmsford.co.uk/business-support](http://investchelmsford.co.uk/business-support)

# Invest Chelmsford Business

Invest Chelmsford Business - Chelmsford City Council's Economic Development Team - is here to support businesses of all sizes and sectors across the Chelmsford local authority area, including our towns, villages and rural communities.

Our mission is to strengthen Chelmsford's economy, foster growth, and create new opportunities. By promoting Chelmsford as a leading destination for investment, we aim to attract start-ups, encourage innovation and support job creation.

Every business is unique, and we tailor our support to meet your needs. Working closely with local and regional partners, we can connect you with the right advice, resources and opportunities to help your business thrive.

## Our Support Includes

- ➔ **Business Guidance** advice and information across a wide range of topics.
- ➔ **Signposting** connecting you to specialist providers, funding opportunities and financial support.
- ➔ **Training and Development** local and regional programs to build skills and drive growth.
- ➔ **Property Search Assistance** helping you find the right commercial space for expansion or relocation.
- ➔ **Business News and Updates** Stay informed through our e-bulletins and social media channels.
- ➔ **Business Grants** providing and managing grant schemes to support business start-up, growth and investment.

Whatever stage your business is at, we are here to help you achieve your goals and contribute to a vibrant and prosperous Chelmsford economy.

# Business Rates

Every three years the Valuation Office Agency (VOA) updates the rateable values of commercial properties in England and Wales. The next revaluation comes into effect on **1 April 2026**.

The Council uses these rateable values to calculate business rates bills.

From April 2026, the government has also created two additional, lower multipliers for retail, hospitality and leisure businesses. Councils will be responsible for deciding which businesses are eligible, in line with government guidance.

As your council, we are responsible for anything to do with your business rates bill including adding any relief you might be eligible for. Please visit [chelmsford.gov.uk/ratesrelief](https://chelmsford.gov.uk/ratesrelief) for the latest information about this.

## Contacting the Valuation Office Agency

The VOA is responsible for the valuation of your property. You should contact the VOA with any questions about your property's rateable value.

If you think your valuation is wrong or want to make any changes to your property details (such as floor area sizes and parking) you will need a business rates valuation account. Sign up at [gov.uk/business-rates-valuation-account](https://gov.uk/business-rates-valuation-account).

You have until 31 March 2026 to request any changes to your current rateable value. After 1 April 2026 you can only request changes to your new valuation.

### For more information

**E** [business.rates@chelmsford.gov.uk](mailto:business.rates@chelmsford.gov.uk)

**T** 01245 606805

**W** [chelmsford.gov.uk/businessrates](https://chelmsford.gov.uk/businessrates)





## Commercial Recycling & Waste

All businesses have a legal responsibility to ensure that any waste they produce is properly contained and disposed of. Chelmsford City Council offers a commercial recycling and waste collection service designed to help your business save money and reduce its environmental impact.

Our service includes:

- ➔ Flexible contracts
- ➔ Free onsite waste audits
- ➔ Tailored collections

The Commercial Recycling and Waste Team combines excellent local knowledge with an experienced, friendly collection crew to deliver a reliable and professional service.

For details on the new “Simpler Recycling” legislation and how it affects your business, please visit the [DEFRA website](#).



### For more information

**E** [tradecollections@chelmsford.gov.uk](mailto:tradecollections@chelmsford.gov.uk)

**T** 01245 615800

**W** [chelmsford.gov.uk/trade](http://chelmsford.gov.uk/trade)

# Procurement

Chelmsford City Council purchases a wide range of goods, services and works throughout the year, working with a variety of suppliers on both short and long-term contracts.

The Council procures its goods and services in a number of ways:

- ➔ Full tender (as prescribed by the Procurement Act 2023)
- ➔ Public sector frameworks (e.g. Crown Commercial Services, ESPO)
- ➔ Restricted quotations

A number of these procurements are run using Delta e-Sourcing, an external electronic procurement portal. To find out more, visit [delta-esourcing.com](https://delta-esourcing.com)

Larger open procurement opportunities are advertised to prospective suppliers via the government's 'Find a Tender' website, where suppliers can sign up for alerts on relevant opportunities.

Opportunities may also be promoted via the Council's social media channels.

The Council is committed to working with local suppliers and small and medium sized enterprises (SMEs) wherever possible, and to using its purchasing power to deliver social value objectives - including achieving carbon neutrality by 2030.

## For more information

**E** [procurement@chelmsford.gov.uk](mailto:procurement@chelmsford.gov.uk)

**T** 01245 606606

**W** [chelmsford.gov.uk/procurement](https://chelmsford.gov.uk/procurement)



# Business Compliance

Chelmsford City Council's Business Compliance Officers and Environmental Health Officers work closely with local businesses to ensure that rigorous health and safety and food hygiene standards are met.

## Food Safety

The team undertake food hygiene inspections, investigate food safety complaints and provide advice to new and existing food businesses. If you are starting a new food business online, at home or in a self-contained unit, you are required to register at least 28 days before you open.

**For more information, visit** [chelmsford.gov.uk/food](https://chelmsford.gov.uk/food)

## Health and Safety

The team investigates accidents, provides advice and registers those that undertake special treatments.

**For more information, visit** [chelmsford.gov.uk/healthandsafety](https://chelmsford.gov.uk/healthandsafety)

## Licensing & Registration

Certain activities require licensing or registration, including:

- Alcohol licensing
- Skin piercing and tattooing
- Animal licensing
- Taxi licensing
- Environmental permits
- Houses in multiple occupation
- Gambling licenses
- Charitable collections and small lotteries

**For more information, visit** [chelmsford.gov.uk/licensing](https://chelmsford.gov.uk/licensing)

### For more information

**E** [safe.support@chelmsford.gov.uk](mailto:safe.support@chelmsford.gov.uk)

**T** 01245 606606

**W** [chelmsford.gov.uk/business](https://chelmsford.gov.uk/business)



# Planning

Chelmsford City Council's Planning Team want to make the planning process as easy as possible for you, whether you want to build from scratch, apply for a change of use, or make alterations to an existing building. We offer help to guide you through each stage of the process and provide you with high quality professional planning advice about:

- ➔ Whether you need planning permission
- ➔ The likelihood of your planning application being approved
- ➔ Any planning issues that you need to consider before you submit your application
- ➔ The information, forms, and documents you need to consider before you submit your application
- ➔ The information, forms, and documents you need to submit with your planning application to ensure it is valid

### For more information

**T** 01245 606826

**W** [chelmsford.gov.uk/planning-permission](https://chelmsford.gov.uk/planning-permission)



## Riverside Leisure Centre

Does your company employ at least ten people? If so, you could be eligible for discounted rates at our leisure centres.

Chelmsford City Council operates four leisure centres in the Chelmsford area: Riverside Leisure Centre, Chelmsford Sport & Athletics Centre, Dovedales Leisure Centre and South Woodham Ferrers Leisure Centre.

Regular exercise is proven to improve productivity, reduce stress and reduce staff sickness. Our centres offer a fantastic range of facilities including swimming pools, state-of-the-art gyms and over 200 exercise classes per week.

Contact us to arrange a complimentary seven-day free trial for your employees or to talk to us about potential discounted rates.

### For more information

**E** [ourchelmsford@chelmsford.gov.uk](mailto:ourchelmsford@chelmsford.gov.uk)

**T** 01245 615079

**W** [chelmsford.gov.uk/sportsmemberships](http://chelmsford.gov.uk/sportsmemberships)

# Hylands Estate Venue Hire



# Civic Centre Venue Hire



- Located in the centre of Chelmsford, a one minute walk from the bus and railway station.
- Four fully accessible meeting rooms which range in size and can accommodate 10 to 200 people.
- All rooms are equipped with high specification audio visual equipment.

Visit [chelmsfordcityvenues.co.uk/city-centre](https://chelmsfordcityvenues.co.uk/city-centre) to make your booking.



HYLANDS  
ESTATE



Discover the unparalleled charm of Hylands House and the contemporary elegance of the Grand Pavilion, set amidst breathtaking parkland. If you're in search of a truly remarkable venue for your business events, look no further.

- Company Away Days
- Go Ape Team Building
- Exhibitions & Trade Fairs
- Filming & Photography
- Hybrid Meetings
- Awards Ceremonies & Dinners



[hylandsestate.co.uk](https://hylandsestate.co.uk) | 01245 605500 | [hylands@chelmsford.gov.uk](mailto:hylands@chelmsford.gov.uk)



## Hold your business event at the Civic Centre, Chelmsford



The best choice of conference and meeting rooms in Chelmsford. We can accommodate a variety of requirements and budgets.

Contact us today  
01245 606348 | [venuehire@chelmsford.gov.uk](mailto:venuehire@chelmsford.gov.uk)



# Discover Your Local Gems at Chelmsford Market



Where Chelmsford shops local



Chelmsford Retail Market, CM1 1LE  
Tues - Fri. 8.30am to 4pm  
Sat. 8.30am to 5pm  
[chelmsford.gov.uk/market](http://chelmsford.gov.uk/market)



## Supporting Business Growth in Chelmsford

The North Essex Economic Board is a partnership of local authorities in the region, and is delivering a range of fully funded initiatives to make North Essex a better place to live, work and visit.

Find out how



[www.neeb.org.uk](http://www.neeb.org.uk)



[neeb@braintree.gov.uk](mailto:neeb@braintree.gov.uk)



[www.linkedin.com/company/north-essex-economic-board](http://www.linkedin.com/company/north-essex-economic-board)



North Essex Economic Board



# Other Business Support Organisations

## Anglia Ruskin University (ARU)

[aru.ac.uk/business-employers](http://aru.ac.uk/business-employers)

Offers a range of business and innovation support services that help organisations grow. ARU's dedicated support team are experts at connecting business to academic expertise and securing funding opportunities. Offering a wide range of short courses, including bespoke programmes and apprenticeship options to help you fill any skills gaps, and now with ARU Writtle, home of Writtle College, we have an even broader range of expertise to help even more businesses to develop. Additionally, as part of Anglia Ruskin University, Arise Innovation Hubs – [ariseinnovation.co.uk](http://ariseinnovation.co.uk) offer access to award winning facilities, world leading researchers, expert networks, internship and graduate talent to help grow your business.

## Essex Growth Agency

[essexgrowthagency.co.uk](http://essexgrowthagency.co.uk)

Unlock invaluable opportunities for both your business and workforce with the Essex Growth Agency. EGA is your new front-door for all things business support and beyond in Essex – from training and skills to investment and funding. Discover dedicated sector networks, tools to take your business to the next level, some of the best business-focused events in the county, programmes for building and upskilling your team, and more. EGA is built to help you grow stronger, faster, and smarter, without the guesswork.



## Chelmsford College

[chelmsford.ac.uk](http://chelmsford.ac.uk)

The college works in partnership with businesses to support talent pipelines through its T-Level, Adult Courses and Apprenticeship Programmes. T-levels enable your business to support a learner with their 45-day placement which both aids your business's future skills needs and provides essential opportunities to help our students develop their professional skills and knowledge. If you want to grow your business with new staff, invest in and champion your current employees' raw talent or explore opportunities for your workforce to gain new skills, Chelmsford College can help.

## Essex Chambers of Commerce

[essexchambers.co.uk](http://essexchambers.co.uk)

Delivers local engagement, regional representation, and global opportunities. Constantly evolving to meet the ever-changing needs of business, we offer a varied range of business services, including networking, events & training, exhibitions, and policy & skills support. We provide international trade support including export documentation services, accredited export & import training, workshops, and advice & guidance.

## Federation of Small Businesses (FSB)

[fsb.org.uk](http://fsb.org.uk)

FSB offers its members a wide range of vital business services including advice, financial expertise, support, and a powerful voice heard in government. Alongside membership benefits and services, the FSB offers a range of free support to all small businesses, including webinars, networking and guides.

## Visit Essex

[visitessex.com](http://visitessex.com)

Visit Essex is the official tourism organisation and Local Visitor Economy Partnership (LVEP) showcasing Essex's unique experiences and attractions. Working closely with local businesses as part of its membership structure, it promotes, supports and grows the visitor economy.





GUIDANCE, NOT GUESSWORK

# A more human approach to business growth.

Your go-to guide, offering tailored support to help your business move forward with ease.

# EGA



Grow for it  
[essexgrowthagency.co.uk](http://essexgrowthagency.co.uk)



# Protecting you and your business

At the Federation of Small Businesses, we've supported small business owners like Ryan, to start, run and grow amazing businesses since 1974.

- ✓ FREE local and national networking events
- ✓ Legal support and tax protection
- ✓ 24/7 employment advice
- ✓ Built-in legal expenses insurance
- ✓ Exclusive discounts for members
- ✓ Access to over 1,500 legal documents and templates

Ryan Jackson, OG Kicks

Start your membership today. Visit [fsb.org.uk/join](http://fsb.org.uk/join) for more information.



# Looking for innovative business support to help your business grow?

Anglia Ruskin University (ARU) can help. With campuses located in the centre of Chelmsford and Writtle we can offer you a variety of tailored business services designed to help you grow.

- **Contract research and consultancy**
- **Knowledge Transfer Partnerships**
- **Degrees at work**
- **Internships**
- **Live Briefs**
- **Temporary staff**
- **Jobs boards**

ARU can help with bespoke solutions in innovation, skills and talent, so whatever business support you need ARU can help.

Get in touch today: [business@aru.co.uk](mailto:business@aru.co.uk)



# CHELMSFORD FOR YOU

## The City's Business Improvement District (BID)

Chelmsford For You supports its members  
in numerous ways, with a strong focus on:

**450**

Businesses  
represented



Enhancing  
Chelmsford's  
profile as a visitor  
destination



Increasing city  
centre footfall  
and dwell time



Working with our  
partners to keep  
Chelmsford Safe  
and Welcoming

Funding comes from an annual levy,  
which enables investment in and  
delivery of the city centre's  
programme of events and projects.



Chelmsford Takeover, VE Day 80  
Celebrations, Witches of  
Chelmsford, Christmas Lights  
Switch On, Christmas Cabins.

### WANT TO BE INVOLVED?

If your business is either under the  
threshold or outside of the BID area  
there are sponsorship opportunities  
for the 2026 events programme.

There is also an option to become an  
associate member and benefit from  
the full services Chelmsford For You  
offer. Please get in touch with us.

Email: [info@chelmsfordforyou.co.uk](mailto:info@chelmsfordforyou.co.uk)

STAY UP TO DATE  
With our latest news on Instagram



[www.chelmsfordforyou.co.uk](http://www.chelmsfordforyou.co.uk)

## Parking solutions for your business

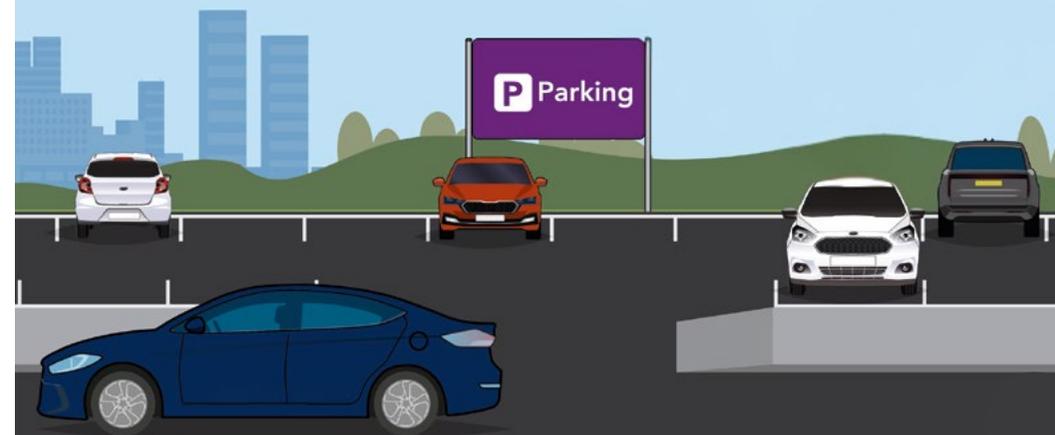


### Car park season ticket

- Park in your car park of choice  
(eight options available).
- **From £108.33 per month.**
- Valid anytime seven days a week.

### Evening and weekend permit

- Park in any one of fourteen of our  
car parks.
- **From £20.83 per month.**
- Valid 5pm - 8am Monday to Friday and  
all day Saturday and Sunday



For more info  
scan the QR code  
or visit  
[chelmsford.gov.uk/season-tickets](http://chelmsford.gov.uk/season-tickets)



# Chelmsford Co-Working

Chelmsford offers a vibrant and diverse range of coworking spaces, catering to various needs and budgets. Options include hot desking, dedicated desks, private offices and meeting rooms.

## Co-working spaces in Chelmsford:

### Arise Innovation Hubs (Chelmsford)

Anglia Ruskin University, Alan Cherry Drive,  
Chelmsford, CM1 1SQ  
[ariseinnovation.co.uk](http://ariseinnovation.co.uk)

### Capital Space

Waterhouse Business Centre Chelmsford,  
2 Cromar Way, Chelmsford, CM1 2QE  
[capitalspace.co.uk](http://capitalspace.co.uk)

### CREATE Business Hub

40 Parkway, Chelmsford, CM2 7PN  
[createbusinesshub.co.uk](http://createbusinesshub.co.uk)

### Mantle, Elizabeth House

Elizabeth House, Chelmsford, CM2 0DG  
[mantlespace.co.uk](http://mantlespace.co.uk)

### Moulsham Mill

Parkway, Chelmsford, CM2 7PX  
[moulshamill.co.uk](http://moulshamill.co.uk)

### Patch

5-6 Grays Yard, Springfield Road,  
Chelmsford, CM2 6QR  
[patch.work](http://patch.work)

### The Coval Workspace

Coval Lane, Chelmsford, CM1 1JE  
[thecoval.co.uk](http://thecoval.co.uk)

### Vision Offices

Saxon House, 27 Duke Street,  
Chelmsford, CM1 1HT  
[visionoffices.co.uk](http://visionoffices.co.uk)





the coval

Backing Essex Business  
Fully-funded support to grow your business

LOOKING FOR A NEW HOME FOR YOUR BUSINESS?

WELCOME TO YOUR NEW CHELMSFORD OFFICE

Learn more about The Coval



www.thecoval.co.uk



01245 933383



Coval Lane Building, Coval Ln, Chelmsford CM1 1JG



“ I think it is fair to say, that South Woodham Ferrers chose us as our business location, with it’s beautiful riverside which was the setting for our very first mobile location. With its close proximity to Chelmsford City and its fabulous sense of community we have been able to successfully grow our business whilst navigating a challenging economic climate and becoming a part of the community.

We feel incredibly lucky to have been able to draw on an enormous amount of invaluable support offered by Chelmsford City Council and Invest Chelmsford Business. The courses, seminars and networking opportunities provided have been integral in helping us sustain and grow our small business, forming connections that will continue to help and support us going forward.”

**Phoebe Curnick**

Phoebe’s Pantry

**Business Support Guide produced by**

Invest Chelmsford Business **E** [economy@chelmsford.gov.uk](mailto:economy@chelmsford.gov.uk)

Chelmsford City Council **T** 01245 606568

Duke Street, Chelmsford, CM1 1JE **W** [investchelmsford.co.uk](http://investchelmsford.co.uk)

**f** @Chelmsfordbusiness

**in** @invest-chelmsford-business

**invest**  
CHELMSFORD BUSINESS



**E** [economy@chelmsford.gov.uk](mailto:economy@chelmsford.gov.uk)  
**T** 01245 606568  
**W** [investchelmsford.co.uk](http://investchelmsford.co.uk)

