

ambition BROXBOURNE

Business Welcome Guide 2026/27

BOROUGH OF BROXBOURNE
www.broxbourne.gov.uk

SP2606652



Welcome

Welcome to the Borough of Broxbourne. This pack provides essential information and links for businesses operating in or planning to invest in the area. One of the Council's three corporate priorities is a Thriving Economy.

The Council understands it is local businesses that will deliver future economic growth and jobs and aims to ensure the right environment is in place for them to do so.

Broxbourne is well-placed to meet business requirements of the future, enjoying a strategic location just north of the M25 with swift rail links to London and Cambridge and easy road access to London Stansted and London Luton Airports. High speed digital connectivity is available throughout the Borough.



Broxbourne Borough Council and Hertfordshire County Council Responsibilities

LOCAL COUNCIL

- Business rates
- Community safety; including anti-social behaviour and noise nuisance
- Council tax
- Economic Development; Business and skills support
- Environmental health inspections
- Environmental services; waste and recycling, grounds maintenance, street cleaning
- Filming and sponsorship opportunities
- Health and safety at work
- Housing
- Licensing
- Parking, dropped kerbs, disabled bays
- Planning and building control
- Property: business premises, leases and management
- Town centre management including events

COUNTY COUNCIL

- Adult social services
- Bus passes
- Education and schools
- Fire and rescue
- Highways including road and pavement maintenance (potholes and streetlights)
- Libraries and registrars, births, deaths and marriages
- Recycling and waste
- Trading standards



Economic Development Team

WHO WE ARE:

The Economic Development Team supports business growth, skills, investment and regeneration across the Borough and to increase local employment opportunities. We work closely with partners to provide a comprehensive service to businesses, residents and visitors.

What we do:

- Provide business and skills advice and support
- Provide business and skills grants to organisations. Broxbourne Council grant opportunities, when available, will be advertised on the Economic Development/ Ambition Broxbourne social media platforms and newsletter
- Help new developers with employment and skills plans
- Promote commercial opportunities
- Coordinate regeneration projects
- Publish the Ambition Broxbourne newsletter. You can join the mailing list for information about business opportunities, support and funding by visiting the Ambition Broxbourne Newsletter Registration.

Please give us a call if you need any further information not included in this guide and we will try to help.

Email: economic.development@broxbourne.gov.uk
Phone: 01992 785565
X @BroxbourneBC & @AmbitionBrox
@BroxbourneBC & @AmbitionBroxbourne
@AmbitionBroxbourne
Broxbourne Council

Economic Development - business support

Investment in Broxbourne

Town Centres

Town centres are the heart of our community. The Council aims to ensure that they receive support and will actively encourage visitors and consumers into the area.

MAIN RETAIL CENTRES:

Waltham Cross – in the south of the Borough, has undergone major regeneration works. Love Waltham Cross supports the local business. Love Waltham Cross.

Hoddesdon – in the north of the Borough, has an active Business Improvement District (BID). Love Hoddesdon.

Cheshunt – in the middle of the Borough has a town centre forum representing local businesses.
Love Cheshunt.

Brookfield Retail Park – is a regional shopping centre in Cheshunt. The area will be undergoing major construction work to build upon the current retail and leisure provision.

CONTACT:

Town Centres Manager
Phone: 07354 842547
Broxbourne Council Town Events

Markets:
Held in Waltham Cross and Hoddesdon on Wednesdays and Fridays.
Email: markets@broxbourne.gov.uk





Advertising and Sponsorship

Promote your business via Council assets and at events. Let local people know what your business has to offer. Sponsorship is available in the form of signs on roundabouts, flower beds and for various large events including at Christmas-themed events in town centres.

Sponsorship Opportunities



Main Business and Industrial Parks

BROXBOURNE ENTERPRISE CENTRES:

For start-ups and growing businesses, providing office, coworking and workshop spaces. Areas are available to hire for meetings.

For further information, visit Broxbourne Enterprise Centres.

- Hoddesdon Enterprise Centre
- Theobalds Enterprise Centre - M25 Junction 25.

INDUSTRIAL AND BUSINESS PARKS:

- Hoddesdon Business Park – includes Hoddesdon Enterprise Centre
- New River Trading Estate (Cheshunt)
- Theobalds Business Park (Waltham Cross) includes Theobalds Enterprise Centre, Google's Data Centre and industrial units.
- Stirling Business Park and Monro Industrial Estate (Waltham Cross) - close to junction 25 on M25

For further information, visit Broxbourne Borough Council Property

The Spotlight situated in Hoddesdon, can cater for large conferences and smaller meetings.

Planning and Building Control

Contact the Planning Department to see if you require permission on work that you intend to undertake on your property. If the property is listed, you must also apply for Listed Buildings Consent. Also check if you are in a conservation area as planning permission may be required. Are you moving into a new premises and will there be a change of use or changing signage? You may need planning permission and advertisement consent.

PLANNING SERVICES:

- Pre-application advice
- Planning Performance Agreements
- Enforcement and appeals

Planning Contact:
Email: planning@broxbourne.gov.uk
Planning Portal

BUILDING CONTROL:
Most building works will require building regulation approval. Do check before you start any new work on your building.

Building control





Environmental Health

It is a legal requirement that all new food businesses must be registered at least 28 days before opening. This process is free and can be done online.

SERVICES INCLUDE:

- Food safety inspections
- Hygiene complaints
- Infectious disease control
- Hygiene rating assessment

Environmental Health Contact:
Email: envhealth@broxbourne.gov.uk

Register a food business – Borough of Broxbourne Council

I want to request a food hygiene revisit – Borough of Broxbourne Council

I want to report a food hygiene issue – Borough of Broxbourne Council

You have the opportunity to apply to The Herts Responsible Food Award to certify your business if you offer healthier food choices and adopt sustainable practices. For further details, visit Hertfordshire Responsible Food Awards.

Licensing

There are several types of licenses that your business may require. These include alcohol, food, entertainment, gambling, taxis, animals, HMOs (House of Multiple Occupation), markets and more.

Licensing Contact:
Email: licensing@broxbourne.gov.uk

Licensing Services

Health and Safety

Health and safety issues can be reported to the Council concerning:

- Public safety
- Near accidents and incidents at work
- Unsafe working practices
- Unsafe premises.

Report Health and Safety Issue





Business Rates

Business rates are charged on most buildings or structures which are not residential dwellings. The Council will send a bill to everyone who pays business rates before the start of each financial year. Business rate relief is available for small and retail businesses and organisations affected by hardship.

Contact:
Email: nndr@broxbourne.gov.uk

Business Rates Information

Business Waste and Recycling

Managed by BEST (Broxbourne Environmental Services Trading Ltd). BEST is a private limited local authority trading company, wholly owned by the Borough of Broxbourne.

BEST has a dedicated workforce of waste management professionals who will assess your waste requirements and ensure your business waste collection service is tailored to meet your specific business need.

Commercial Waste Services



Commercial Property

The Council's property services own and manage a variety of premises and land available to rent. If you are looking for new premisses or require advice or help for a property that is owned by the Council, then get in touch.

Rent Business Premises

Invest Hertfordshire has a website to enable a search for available commercial property to lease locally.

Commercial Property Search - Invest Hertfordshire

Procurement

Businesses can register as suppliers to the Council. For purchases of goods, services or works above the value of £1,000, the Council asks for quotations from at least three suppliers.

Contracts above £10,000 can be competitively tendered through the Supply Hertfordshire procurement portal. Registration is free and the portal provides:

- Email notification of contract notices
- Information about business opportunities in Hertfordshire
- Information about supplying to the public sector.

The Council's rules for procurement are called Contract Standing Orders which you can view as a PDF file.

You can also download the Council's contracts register as an Excel file here: Contracts Register.



Skills and Apprenticeships

The Council support and organise skills and training events. Some are organised in conjunction with partners. For example, Step2Skills and Hertfordshire Opportunities Portal.

Broxbourne Council also provide opportunities for apprenticeships.

Hertfordshire Opportunities Portal and Wenta are available to offer support, advice and training to start-up and developing businesses.

- Skills and Training
- Herts Growth Hub

Filming in Broxbourne

The Borough of Broxbourne, a prime filming destination just north of Junction 25 off the M25, is in close proximity to London. The Borough boasts a diverse landscape, featuring residential, office, urban, and rural areas.

Recent productions shot in the Borough include Slow Horses, The Flash, Killing Eve, Silo and Damned.

For more information on filming advice, permissions, and fees, please contact the Council at economic.development@broxbourne.gov.uk or visit Filming in Broxbourne.

For permission to film on highways, please apply to the Hertfordshire Film Office (HFO) at hello@hertfordshirefilmoffice.co.uk.





Wellbeing

You and your staff can benefit from the leisure facilities available in the Borough, including leisure centres, parks and community events.

The Council have two main leisure centres, a golf course, an entertainment venue, a local museum and several beautiful parks and open spaces. Events are organised in the Borough throughout the year.

- Laura Trott Leisure Centre (Cheshunt)
- John Warner Sports Centre (Hoddesdon)
- Cheshunt Park Golf Course
- The Spotlight - entertainment venue and available for hire (Hoddesdon)
- Lowewood Museum (Hoddesdon)
- Main parks include Old Highway (Hoddesdon), Barclay Park (Hoddesdon), Top Field Cozens Grove (Wormley), Cheshunt Park, Cedars Park (Waltham Cross)

Community and Leisure – Borough of Broxbourne Council

Parks – Borough of Broxbourne Council

Useful Organisations

- Better Business for All - enabling Hertfordshire businesses to easily access the regulatory support they need from Local Authorities. It is a local partnership between businesses and regulatory services to promote growth and is part of Hertfordshire Futures.
- Broxbourne Enterprise Centres | Workspaces to Inspire, Empower & Transform - for start up and growing business, providing office space and workshop spaces.
- Community Alliance Broxbourne & East Herts - providing community support and courses for skills.
- East of England Federation of Small Business – innovative start-up to family-run businesses, the FSB provides help on your business journey.
- Fire and Rescue Being Prepared - Fire service for fire risk assessment.
- Hertfordshire Chamber of Commerce - can open doors for local businesses and organisations of all types and size by helping them to grow their profile and connect with other businesses locally, nationally and globally.
- Hertfordshire County Council – for more information on the County Councils services.
- Hertfordshire Film Office provides a one-stop service for productions looking to film in Hertfordshire.
- Hertfordshire Futures - multi-organisation group putting businesses at the heart of economic development in the county.
- Hertfordshire Growth Hub – providing support for business starting out, scaling up or getting ready for the future.
- Hertfordshire Opportunities Portal - connecting students, job seekers and employers with the opportunities, tools and guidance they need.
- Love Cheshunt - supports local business.
- Love Hoddesdon - supports local business through a Business Improvement District.
- Love Waltham Cross - supports local business.
- Step2Skills – adult learning and employment support in Hertfordshire.
- Trading Standards Business Advice - have advice and information on every aspect of trading standards law.
- Visit Herts – the official tourist website for Hertfordshire.
- Wenta – learn new skills, boost your confidence and grow your business with free CPD-certified training and skills bootcamps.



Economic Development
Borough of Broxbourne, Bishops' College, Churchgate, Cheshunt EN8 9XQ

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