

# Creative Hub Ipswich



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## Invitation for Creative Hub Operators

Ipswich Borough Council invites proposals from experienced operators interested in partnering to develop a Creative Hub as a centre for ICT, tech, and digital creative businesses with a specialist focus on screen, media and gaming to support innovation and business development in the sector.

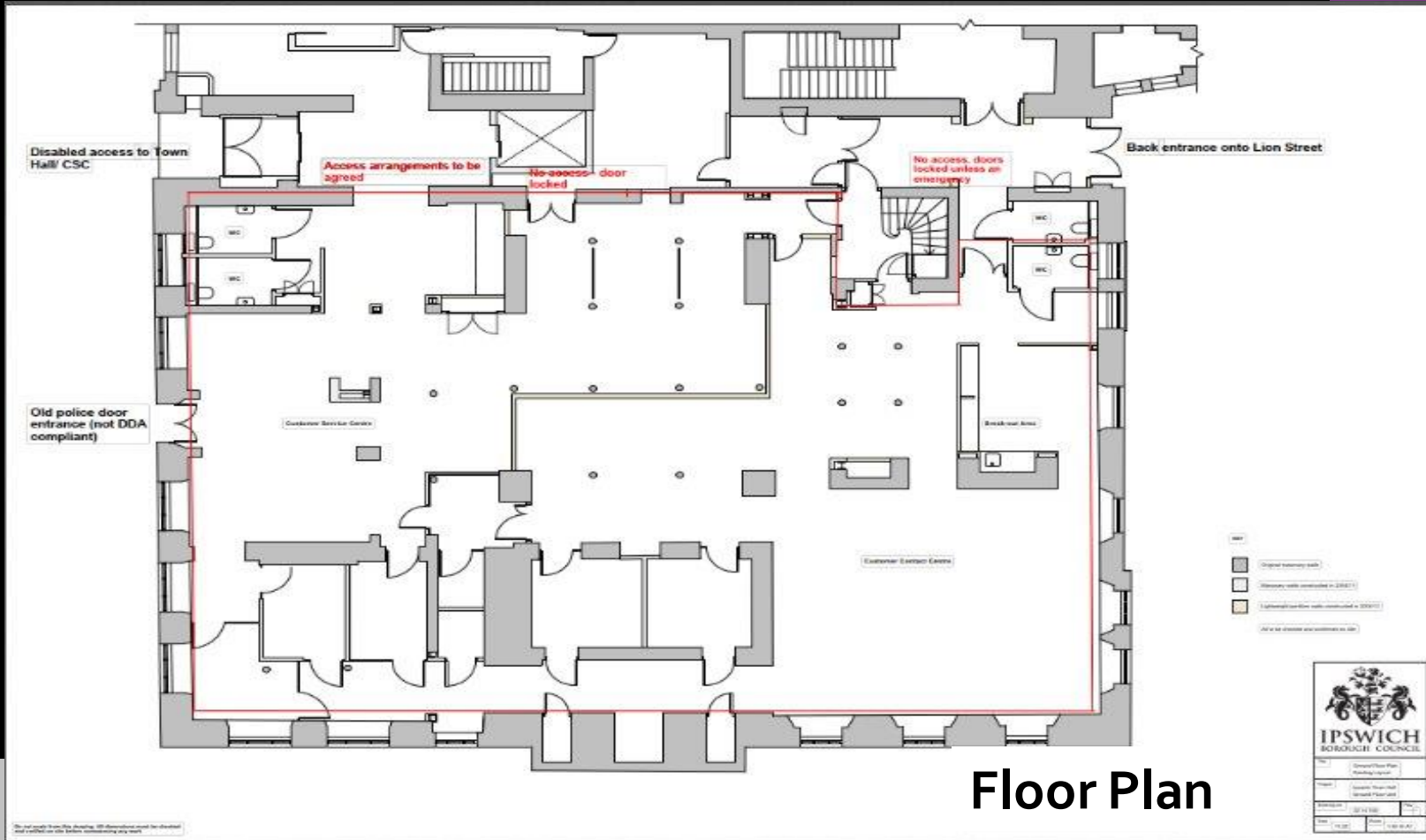
This space identified totals 4,792 sqft, and offers a unique opportunity to create a supportive environment for businesses within the town centre.



## About this Space

The space, the lower ground floor of the Town Hall, has its own entrance on Princes Street and provides a self-contained environment ideal for a Creative Hub.

The rectangular floor plan benefits from natural daylight on two sides and is fitted out to a standard office design. There is vast potential to revitalise and rejuvenate the space into a Creative Hub.



**Floor Plan**





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## 3D Floor layout



**Access to the Creative  
Hub off Princes Street**



## Vision for the Hub

The Creative Hub aims to support the growth and collaboration of ICT, tech, and digital creative businesses.

It is envisaged the space will be designed with a contemporary flair, featuring open work areas, meeting rooms, and breakout spaces to foster creativity and networking.



## Services Offered by the Creative Hub

The users of the Creative Hub will benefit from a range of services tailored to their needs, including flexible workspace options, mentorship programmes, networking events, and access to support services.



## Partner with Us

IBC is seeking an operator which shares our vision for nurturing innovation and creativity within Ipswich.

If you are passionate about supporting businesses in the ICT, tech, and digital creative sector and have experience in operating similar ventures, we invite you to submit your proposal.





## Structure

The selected operator will lead the design and delivery of the Creative Hub. We have secured £750,000 funding to transform the space, which will be made available to deliver the Creative Hub within the agreed timetable and specification.

The full conditions for funding, including how the funds may be drawdown and monitoring required, will be set out in an Agreement for Lease between Ipswich Borough Council and the operator.



## Structure (continued)

Once the Creative Hub is delivered, the operator will be granted a 10 year lease with an obligation to manage the space in accordance with an agreed set of objectives and KPIs.

There will be a requirement to report periodically on trading performance, protected by a termination provision in favour of Ipswich Borough Council should agreed deliverables not be achieved.



## Structure (continued)

The operator will pay a notional annual rent to the Council for the space, plus an agreed profit share after taking into account all running costs and a management charge for the Creative Hub.

In addition, a small service charge will be payable which will include a contribution towards the upkeep of the main structure of the building, any combined services and insurance.



## Structure (continued)

Final terms of the Agreement for Lease and Lease will be set out in Heads of Terms to be agreed with the selected operator.



## Selection Process

After this initial expression of interest, operators will be invited to submit formal proposals to deliver and operate the Creative Hub.

The invitation will set out how the proposals should be made and the selection criteria. These will include: the operator's track record and covenant strength, the proposed economic and social deliverables, and the terms for the commercial arrangements.



## Timeline

- Initial expression of interest 7 June 2024
- Issue of tender pack 24 June 2024
- Return of tenders by 22 July 2024
- Formal selection of operator by end of Oct 2024
- Open for trade by Sep 2025



## How to submit your Expression of Interest

Interested operators should submit their initial proposals to [anette.gilham@ipswich.gov.uk](mailto:anette.gilham@ipswich.gov.uk) by 5pm on Tuesday the 7 June.

We look forward to exploring partnership opportunities with you and creating a thriving Creative Hub at the heart of the Ipswich town centre.