



Enterprise Centres

Offices and Workshop accommodation
for small to medium sized businesses

ENTERPRISE CENTRE INFORMATION

“To assist and support new start-up businesses and enable growth”

What is an Enterprise Centre?

An Enterprise Centre is a site in Staffordshire where Staffordshire County Council rent business accommodation including; Offices, Workshops and Industrial Units.

What are their core purposes?

- To accommodate and support to start-up and small existing businesses in affordable, flexible workspace.
- To enable business establishment, job creation and growth

To support business development to a point where they are ready to move-on to other premises offered elsewhere in the County.

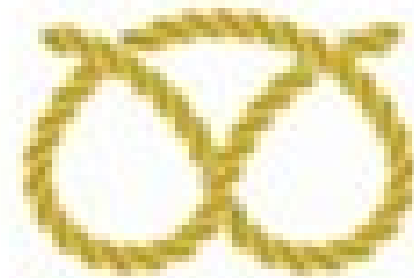
Where are the Enterprise Centres?

You can find Enterprise Centres all across Staffordshire. Some of which have been helping businesses for 25 Years.

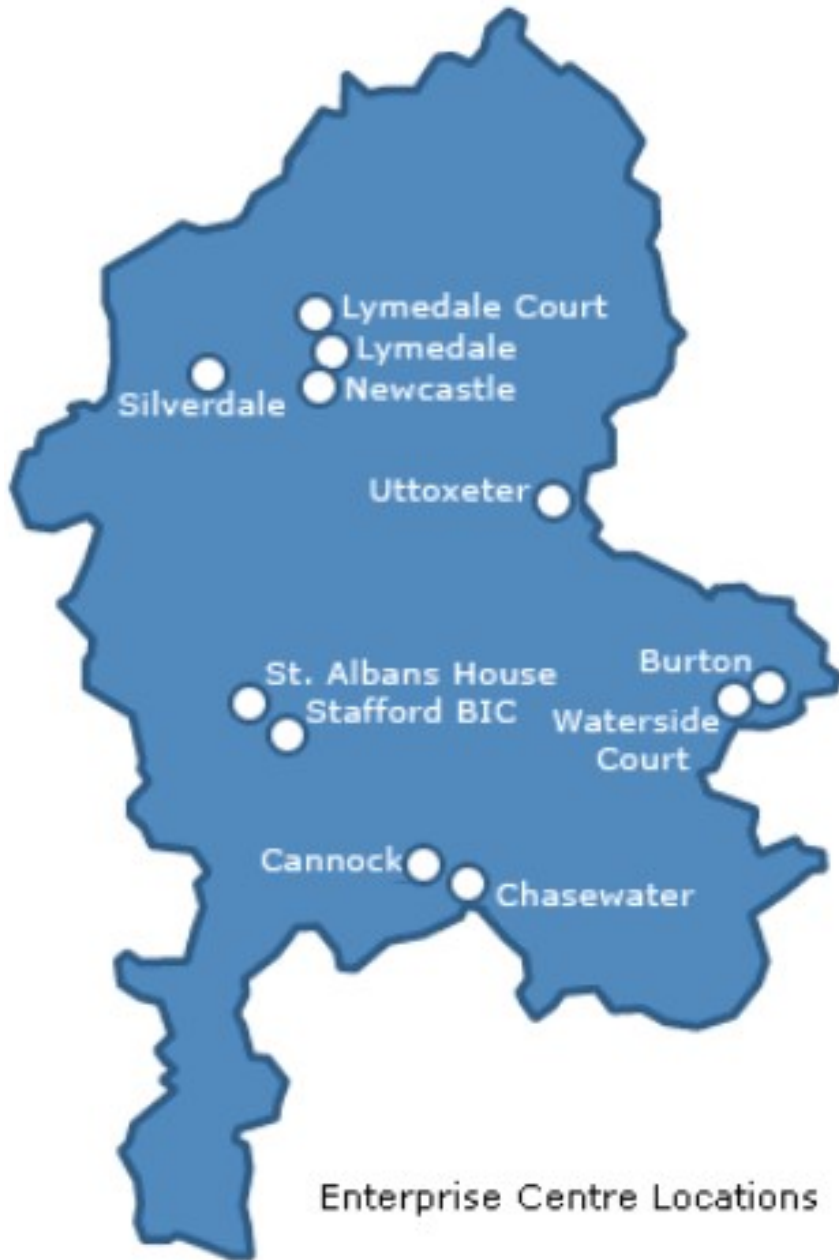
There are Enterprise Centres located in: Hednesford, Burton-upon-Trent, Stafford and Newcastle.

Becoming a Tenant?

Before signing up to a unit, each business will need to complete an application form and supply a business plan that outlines their intended growth and development. If a business does not have a business plan then support can be given to help with the creation of one.



Staffordshire
County Council



Business Support we offer

- To enable businesses to develop in line with their growth plans, a dedicated business support agency/package will be available to provide tailored support to each business.
- Assistance with the creation of business plans, signposting to professional support and advice and periodic reviews and monitoring will be undertaken.

Support will be provided throughout the duration of the Tenants stay, through to when they vacate and move-on from the Centres.

What we (Staffordshire County Council) expect from Tenants

- We do expect a certain amount of willingness from tenants to receive the support that we offer, to enable and enhance their business growth whilst located on our Centres.
- There is not a specified time limit, however Tenants will be expected to show signs of growth and development during their stay. We will offer a tailored package of support to enable each business to gain the best chances of doing so.
- Businesses located on our Centres will be encouraged and supported to grow to the best of their efforts and be happy to participate in any surveying periodically carried out by the County Council.

CANNOCK CHASE & WATERSIDE

ENTERPRISE CENTRES



MEETING ROOM FACILITIES

Available at:

Cannock Chase Enterprise Centre
Waterside Court Enterprise Centre
Shire Hall Enterprise Centre

Facilities in Meeting Room:

Centre Dependant

White Board & Flip Charts

TV, DVD (with ability to connect to Laptop)

WIFI Connection

Tea and Coffee Available

Water Urn Available (£10 per day)

Buffets available

Charges:

****Dependant on Centre****

(For buffets & refreshments at Cannock please speak to Chase Café for more details)

CANNOCK CHASE ENTERPRISE CENTRE

Walkers Rise, Rugeley Road, Hednesford, WS12 0QU

You will also sign a key list confirming the keys you are given for your unit. Should you require additional keys these must be ordered via the Manager's Office and you will be charged for these on your next monthly invoice. **All keys MUST be returned to the Manager's Office on vacating the unit.**

Electricity will be charged at 0.21 pence per unit used with a small standing charge (please ask reception for cost), and this will be charged on your quarterly rental invoice. Waterside Court Industrial Units, electricity not included.

You should bring with you a copy of your Public Liability Certificate in the amount of £5 Million

You should bring with you a copy of a utility bill showing your name and home address

The quarterly rent is payable in advance, or on receipt of invoice, therefore when you sign the lease agreement and collect the keys you will need to pay either a whole quarter's rent if you move in at the beginning of the quarter, or the pro rata amount due if you move in part way through a quarter. This payment can be made by Direct Debit.

Please notify the Centre Administrator of any changes of staff, vehicles or contact numbers.

Should you wish to vacate your unit, you will be required to give 3 calendar month's notice, i.e. as close to the 1st day of the quarter as possible.

Should you have any queries please do not hesitate to contact either Kerry Taylor, Cheryl Richardson or Rachel Robinson

Cannock Number: 01543 512450

Waterside Number: 01283 239555

The County Council purchased the former West Cannock No. 5 Colliery in March 1983. It had previously ceased working due to the ingress of water into the workings. At its height the colliery employed some 1,500 men.

The land which the County Council bought included some 250 acres of coal stocking land which was the subject of a reclamation scheme funded by the Department of the Environment. The aim was to return the land to public open space as part of the Cannock Chase. This work was completed and the Country Park was opened by Councillor J. O'Leary the then Vice Chairman of the County in March 1989.

The pithead buildings, the bath house, the lamproom complex, some workshops and garages, the canteen and the colliery offices were also included and have been refurbished and sub-divided as the Cannock Chase Enterprise Centre.

The cost of providing the Enterprise Centre (including the land purchase and the consultant's fees) was in excess of £1m. The funding was provided by the Department of the Environment through the Derelict Land Grant.

This was an innovative use of the Derelict Land Grant which was more traditionally used for earthmoving and demolition. The grant was negotiated by County Council Officers on the basis that an amount equivalent to the national demolition costs could be spent on refurbishment works. Funding was also given towards the repair of drains, on-site roads and some off-site services. The Centre also received financial support from British Coal Enterprises Ltd. through the Regional Manager John Dutton.

The contract for the conversion works commenced in April 1986 and was completed within budget on 1st October 2008. The main contractor was Mowlem (West Midlands) Ltd. A smaller contract to improve the main access road was on-site at the same time. The contractor being Roads and Drives Ltd.

The Enterprise centre opened for business in October 1986. Phase One had approximately 45 units ranging from 150sq.ft. offices to 3003 sq. ft work-

shops. Licence Fees are inclusive of rates but not electricity and unit holders can move in with a minimum of red tape. Provided there is a suitable vacant unit a unit holder can move in quite quickly after signing a Licence Agreement and providing reference from his bank, accountant and two trading companies he deals with together with his first months Licence Fee.

Interest in the scheme exceeded all expectations, so the County decided to refurbish approximately another 15 units as Phase 2 using its own funds of £20,000. These were completed by 31st March 1987 by Linford Builders of Cannock.

A further 10 Units for rent by Short Term Tenancy Agreements were completed and opened in December 1993 and a further 16 in January 1997. A few other unused rooms were made available for rent.

The concept of Enterprise Centres is that by providing the right size of accommodation in a sheltered environment new and young firms can be nurtured to the stage where they are well equipped to face the full rigours of the business world. By operating this way, similar schemes elsewhere in the Country have dramatically reduced the failure rate of firms compared to the average.

There will always be failures, but there are others which will grow quickly and provide additional job opportunities. Eventually the success of the Enterprise Centre will be judged on the number of firms leaving to expand into larger premises. These are the firms who have made the grade and may be the market leaders in years to come. There are other firms who will want to stay small because this is the way the proprietor wants to operate and provided that there is sufficient movement within the centre to allow for new small businesses there will be no pressure on them to move.

Finally it is the purpose of the Enterprise Centre to promote the concept of Self-Employment and to show by example that it is possible with the help of a little capital, a sheltered environment and seeking assistance from the many business advice services around it is possible to start a small business and gain a reasonable living.

Information required for a Lease Agreement **(Cannock Chase Enterprise Centre – West Cannock Way & Waterside Court Industrial Units)**

The Lease Agreement is a personal agreement between you personally and Staffordshire County Council.

Below is information which is required from you prior to receiving the keys to the unit.

Bring with you:

Accountant – Name and Address

Supplier and/or Landlord – Name and Address

Bank Statement & Utility Bill (for proof of address)

Identification; i.e. Driving Licence, Passport

Public Liability Insurance for no less than £5m

Business rates are payable to the local council.

On the day of signing for the unit you will need to have provided all of the above information

Then,

You will be sent 2 copies of the Lease agreement from our Legal Department. Both copies must be returned to the Legal Department at Staffordshire County Council for approval, along with relevant legal fees. Once returned to the Legal department, they will seal the agreement and send you a copy for your files, and a second copy will be kept in your file in the Manager's Office.

Should you require additional keys these must be ordered via the Manager's Office and you will be charged for these on your next monthly invoice. **All keys MUST be returned to the Manager's Office on vacating the unit.**

Electricity will be charged at 0.21 pence per unit used with a small standing charge (see office for cost), and this will be charged monthly.

You should bring with you a copy of your Public Liability Certificate in the amount of £5 Million

You should bring with you a copy of a utility bill showing your name and home address

The monthly rent is payable in advance, or 1st of the month, therefore when you sign the licence agreement and collect the keys you will need to pay either a whole month's rent if you move in at the beginning of the month, or the pro rata amount due if you move in part way through a month. This first payment can be either cash or cheque, all payments after that is Direct Debit or BACS.

Please notify the Centre Administrator of any changes of staff or vehicles.

Should you wish to vacate your unit, you will be required to give one calendar month's notice, i.e. as close to the 1st of the month as possible.

Should you have any queries please do not hesitate to contact either Kerry Taylor, Cheryl Richardson or Rachel Robinson

Cannock Number: 01543 512450

Waterside Number: 01283 239555

Any Tenant who is allowed to occupy a unit before Licence or Lease original is returned to them are only permitted to do so pending acceptable references.

WATERSIDE COURT

Third Avenue, Centrum 100, Burton on Trent, DE14 2WQ

Waterside Court is a purpose built centre with a mix of good office, studios and industrial accommodation which was constructed between 1998 and 2000.

Currently there are 3 studio blocks comprising of 2 blocks of 38 units and 1 with seven units. Some of the single units have had the breakthrough walls taken out and this has created three treble units and 14 double units. The single units are 160 sq ft, double 320 sq ft and treble units are 480 sq ft. Regarding the industrial units, two have break through walls which have been taken out creating 2 double units of 1200 sq ft, the remaining single units are 600 sq ft.

Gretton House consists of 15 units which has only two units adjoined to create a larger space. Several unit holders from the studio's transferred to Gretton House when it was built, with the sole purpose of expanding into larger units.

Since phase 1 was built in 1998 (studios 1 & 2 plus the ind units) there has always been a healthy interest in the units available and with phase 2 (Gretton House and studio 3) coming on stream in 2000, the centre has been virtually fully let the whole time.

Overall this has proved to be a very successful, high quality scheme which has provided the right type of facility with flexible Licence agreements for the offices and Studio units and short term tenancy agreements (Leases, for 6 months), for the industrial units.

BUSINESS INNOVATION CENTRE

**STAFFORDSHIRE TECHNOLOGY PARK, BEACONSIDE,
STAFFORD, ST18 OAR**

The Business Innovation Centre is located on Staffordshire Technology Park, north of Stafford Town Centre with excellent links to the M6.

The centre was opened in 1994 and provides excellent office accommodation for small to medium sized businesses. The Centre is managed and maintained by Staffordshire County Council and offers ideal facilities for start-up and small to medium sized businesses wishing to progress their enterprise.

The centre has 19 individual office units ranging in size from 160 sq ft to 670 sq ft. and a small meeting room for the use of tenants. The aim of the Business Innovation Centre is to provide competitively priced business accommodation, to assist new businesses to start up and aid existing businesses to expand.

The office units are vat free & are available on a flexible monthly 'easy-in, easy-out' licence. Rents quoted do not include rates, electricity, or telephone & broadband charges



Information required for a Licence Agreement

The **Licence Agreement** is a personal agreement between you personally and Staffordshire County Council.

Below is information which is required from you prior to, or at the time of signing your Licence Agreement.

Bring with you:

Accountant – Name and Address

Supplier and/or Landlord – Name and Address

Bank Statement & Utility Bill (for proof of address)

Identification; i.e. Driving Licence, Passport

Public Liability Insurance for no less than £5m

Included in the licence fee is heating (in some units)

On the day of signing for the unit you will need to have provided all of the above information

Then,

You will sign two copies of the monthly licence agreement. Both copies will be sent to the Legal Department at Staffordshire County Council for approval, once returned you will be given a copy for your files, and the second copy will be kept in your file in the Manager's Office. You will be provided with a photocopy whilst awaiting the signed original from the County Council.

You will also sign a key list confirming the keys you are given for your unit.

FACILITIES ON THE CENTRE

Please note that all facilities are centre dependant

- Communal Kitchens
- Communal Break out area
- Communal WC
- Heated Units

- Single Monthly Payments

No Deposits, Rates, VAT (Rates apply to West Cannock Way)

- Café Onsite
- Free Onsite Parking

- Meeting Room Facilities with WIFI
- On site Centre Management
- Office Services Provided

- CCTV
- Security Guards – Evenings, Weekends, Bank Holidays
- Barrier Entry System

NEWCASTLE - UNDER - LYME ENTERPRISE CENTRES



LYMEDALE COURT ENTERPRISE CENTRE

Dalewood Road, Lymedale Business Park, Newcastle under Lyme, Staffordshire, ST5 9QH

This purpose built office and light industrial workshop accommodation opened in 2011 and is located on the already successful Lymedale Business Park which was built on the former Holditch Colliery Site.

The twenty three office units range in size from 160sq.ft to 320sq.ft and are available on 'easy-in', 'easy-out' licences.

There are six light industrial workshops at 600sq.ft available on half yearly fully repairing tenancy arrangements.

The centre has excellent links to the M6 and M1. from the A34 Liverpool Road, approximately 1 mile north of Newcastle-under-Lyme, the centre is located on Holditch Road on Lymedale Business Park.

SHIRE HALL, MARKET PLACE, STAFFORD, ST16 2LD

Shire Hall, a Grade II listed building, which fronts the main Market Square in Stafford, is one of the most important buildings in the town. The original building containing an assembly hall and two Courtrooms was erected in the 1790's.

The Shire Hall was vacated by the Crown Court in 1991 and the hall was restored for use as an Art gallery. However in the Summer of 2022, Staffordshire County Council undertook an extensive refurbishment of the property, and the building was re-opened again as an Enterprise Centre.

This magnificent building provides 21 high quality office space with a range of meeting rooms and comfortable breakout areas providing "hot desking" available to rent.

Benefitting from a shower room for Tenants who wish to benefit from the location of the Centre by cycling and walking to work, together with kitchen areas fitted with modern appliances for those important breakaway times from work.

With offices ranging from 97sqft to 334sqft, Shire Hall provides ideal facilities for start up and small sized businesses, but which also provides larger areas for those important meetings, conferences or interviews.

Located in the middle of Stafford Town Centre, supported by the local railway and numerous bus routes, ensures that commuting to work by any means is always available, but ideal for those already living in the Town who wouldn't need to use Public transport.

It is hoped that Shire Hall Enterprise Centre can attract a range of new businesses to Stafford, which will then bring more people back to the town Centre, giving a boost to the local communities economic growth.

SHIRE HALL, STAFFORD



LYMEDALE BUSINESS CENTRE

Hooters Hall Road, Lymedale Business Park, Newcastle under Lyme, Staffordshire, ST5 9QF

This newly built environmentally conscious business centre was complete and ready for occupation in January 2008 and is home to many high tech businesses making full use of the excellent facilities on offer.

Located on the already successful Lymedale Business Park that supports approximately 3000 jobs – the centre was constructed on Lymedale West, an extension to the thriving business park.

Lymedale Business Centre was the first to achieve a BREEAM (Building Research Establishment Environmental Assessment Method) 'Excellent' rated accreditation received 'Very Good' for its Offices. The Centre has also been awarded a Green Apple Environmental Award.

Serviced office suites range in size from 172sq.ft to 861sq.ft and are available on flexible monthly 'easy-in', 'easy-out' licences. The Centre has a total of forty seven offices each furnished completed with desk, chair, 3 drawer pedestal and 4 drawer filing cabinet.

There are five light industrial units available on fully repairing, six monthly tenancy agreements. Four of the units are 1324sq.ft and the fifth is 1561sq.ft.

The centre is located in close proximity to the adjoining Apedale County Park and has excellent links to the M6 and M1, from the A34 Liverpool Road, approximately 1 mile north of Newcastle-under-Lyme, the centre is located off Hooters Hall Road on Lymedale Business Park.

Environmental Features Included:

- Solar voltaic roof panels
- Rain water harvester
- Air tightness and more

NEWCASTLE ENTERPRISE CENTRE

**High Street, Knutton, Newcastle under Lyme, Staffordshire
ST5 6BX**

This office and predominately light industrial workshop accommodation opened in 1988, following its conversion from the former Knutton School and provides ideal accommodation for small to medium sized businesses to locate and prosper.

The four office units range in size from 151sq.ft to 154sq.ft and are available on flexible monthly, 'easy-in-', 'easy-out' licences.

There are thirty-two light industrial workshop units that range in size from 242sq.ft to 592sq.ft and also available on flexible monthly licences.

The centre is located on Knutton High Street, just under a mile from the centre of Newcastle-under-Lyme, having excellent links to the M6 and M1.

SIVERDALE ENTERPRISE CENTRE

**Silverdale Enterprise Park, Silverdale, Newcastle under Lyme,
Staffordshire
ST5 6SR**

This purpose built office and Workshop accommodation opened in 2005 and was built on the former Silver Colliery Site following its closure in December 1998.

Silverdale Enterprise Centre offers ideal facilities for start-up and small to medium sized businesses wishing to progress their enterprise into rented accommodation.

The twenty one office units range in size from, 160sq.ft to 320sq.ft and are available on flexible, monthly 'easy-in', 'easy-out' licences.

The nine light industrial workshop units that range in size from 600sq.ft to 2400sq.ft are available on half yearly fully repairing tenancy agreements.

In 2021, Silverdale Enterprise Centre increased the number of new businesses they were able to accommodate with the addition of 12 container workshops; at 177sq.ft each, they provide an ideal space for a variety of people wishing to start their own business. These self-contained units have a monitored independent alarm and their own metered electric, and benefit from a welfare unit comprising of toilets and a communal kitchen that are maintained daily.

Silverdale Enterprise Centre is located on Silverdale Enterprise Park just over a mile north-west of Newcastle-under-Lyme town centre. It is accessed off the B5044 via Scot Hay Road.