

1 Triton Square: s106 Compliance Plan

Background

British Land (“BL”) have provisionally agreed Heads of Terms (“HoT”) with Impact Hub (“IH”), to lease the Community Affordable Workspace (“CAW”) at 1 Triton Square in Regent’s Place. The CAW has a GIA in excess of 10,925 square feet (1015 square metres) and an NIA of 10,645 square feet (989 square metres). This is subject to a s106 agreement between BL and Camden Council, clauses 2.11 and 4.3.1 of which requires the CAW Provider to be agreed by the Council in writing.

The s106 agreement also requires BL to provide Camden Council with various documents detailing aspects of the intended use of the CAW, which are to be developed in consultation with the CAW Provider, and submitted to the Council for approval not less than 3 months prior to the date of occupation of the Commercial Element.

The three main documents to be submitted are:

1. The CAW Terms and Facilities Requirements
2. The CAW Business Support and Community Use Requirements
3. The CAW Marketing Requirements

Current status

BL and IH have agreed HoT for the lease of the CAW, and are progressing an Agreement for Lease (“Afl”). Under the HoT and Afl, BL will fund and manage the fit-out of the CAW, which IH will then repay during the term of the lease. It is therefore important to both Parties that the Council approves IH as the CAW Provider before the signing of the Afl.

Further, with the full support and knowledge of BL, IH proposes to simultaneously enter into a Collaboration Agreement with Knowledge Quarter (“KQ”) regarding the activation of the CAW. Whilst KQ will have no formal responsibilities or role within the lease, their involvement will be material to the fulfilment of some of the s106 requirements. The KQ 2050 strategy currently under development further underlines the role that the CAW can and should play in promoting inclusive innovation in the KQ area.

Timings: the current plan is to complete the fit-out of the CAW by August 2023, with effective opening for users from 4th September 2023. This timeline requires the Afl to be signed during October 2022.

Purpose

The Purpose of this document is therefore:

- To demonstrate BL and IH compliance with the CAW Terms and Facilities Requirements, Business Support and Community Use Requirements, and Marketing Requirements
- **To enable Camden Council approval of Impact Hub as the CAW Provider at 1 Triton Square**

The CAW Terms and Facilities Requirements

Definition: clause 2.12 of the s106 agreement specifies these are:

- The range of tenancy/licence terms (including flexible and short-term occupancy) which ensure that the CAW remains affordable for local residents
- The range of office facilities and arrangements to encourage occupation and use by SMEs and start-ups

Impact Hub: IH has been providing an affordable workspace for social enterprise start-ups and scale-ups at 34b York Way, adjacent to King's Cross station in neighbouring Islington for 14 years since October 2008, (Impact Hub King's Cross, "IHKX").

In addition, IH has run and continues to run numerous incubation and acceleration programmes which already benefit Camden residents.

IH is also a founding member of KQ, and has been particularly proactive in leading the "People's Quarter" initiative within KQ, which is being embedded in KQ's "KQ 2050" strategy and in our shared vision for the CAW at 1 Triton Square as a pioneering example of ***inclusive innovation***.

All of this experience is reflected in the Terms and Facilities being proposed by IH for 1 Triton Square.

Office Facilities and Arrangements

IH proposes a range of office facilities and arrangements at 1 Triton Square to reflect the needs of start-ups and scale-ups (SMEs) in the early stages of their development:

1. **Co-working:** available in monthly packages of different levels of hours, IH knows this is the most popular package for start-ups. IH intends to offer the same packages as are currently available at IHKX, namely:
 - a. **Hub 30:** 30 hours per month
 - b. **Hub 50:** 50 hours per month
 - c. **Hub 100:** 100 hours per month
 - d. **Hub unlimited:** unlimited hours per month (during opening hours, c 240 hours per month)

In addition to these monthly packages, IH will offer day passes and trial days for new members.

All co-working packages are highly flexible, purchased by the month and can be cancelled at one month's notice.

Desk provision: 44 planned

2. **Team desks:** IH can cater for scale-up teams of 2-8 who want a dedicated desk in an open plan environment, as already available at IHKX.
These will be offered on a rolling three-month contract.
Desk provision: 60 planned (also available for co-working use if vacant)
3. **Micro-offices:** at 1 Triton Square, IH will also offer micro-offices for scale-ups who want more space and/or privacy. Micro-office size will be flexible for teams from 6-12 desks.
These will be offered on a rolling six-month contract.
Desk provision: 54 planned

Other Office Facilities

In addition to desk space provision in the above packages, IH will offer a range of other facilities to all CAW users. These are anticipated to include:

1. **Meeting Rooms:** 40 seats in total across several enclosed and equipped meeting rooms with capacity 4-30, bookable at additional cost. Also free-to-use informal meeting space
2. **Event space:** enclosed, soundproofed space with AV facilities and reception area for minimum 100 people seated, 150 standing
3. **Storage lockers:** for members use
4. **Kitchen facility:** for members use (will also support catering for events)
5. **Beverages:** tea, coffee and drinking water provided free of charge to members and guests
6. **Shower room and toilet facilities**
7. **Phone booths:** min 6 free-to-use phone booths
8. **Chill-out space:** open plan and free-to-use
9. **Printing facilities**
10. **Postboxes**

In addition, consideration is being given to accessibility for all users, including wheelchair access and braille signage.

Pricing

As IH proposes generous discounts and free access for eligible local residents, this is covered under the CAW Business Support and Community Use Requirements (see below).

Eligible Local Residents

IH will work with Camden Council to agree a workable definition of Eligible Local Residents prior to marketing of the CAW, so that free and discounted facilities and services can be targeted to the right beneficiaries.

In practice, this means we need to agree on a workable definition by end December 2022, in

order to begin marketing in January 2023, for an anticipated opening from September 2023.

The CAW Business Support and Community Use Requirements

Definition: “a strategy..created in consultation with the CAW Provider, setting out how the use of the CAW will fulfil all of the matters set out in the Sixth Schedule in a way which is deliverable and viable for the CAW Provider.

The Sixth Schedule further defines this as a “plan setting out mechanisms governing the management and operation of the CAW, (which) **could** include some or all of the objectives below:

1. A vetting process to ensure CAW users demonstrate positive intent to develop their businesses and work in a cooperative way with other CAW users
2. Three months free use of the RPCAW for eligible local residents and businesses (subject to vetting)
3. Vacancies advertised exclusively through local channels for at least a week prior to being promoted more widely
4. Provision of training, mentoring, networking and employment support for local residents and local businesses, potentially in partnership with Westminster Kingsway College, Euston Town BID, Regent’s Place Community Fund Partners and KQ.
5. Free access for local schools, colleges, youth & community groups for work experience placements or outreach events, providing opportunities for school, college, youth and community outreach focussed on the tech and creative sectors
6. Formation of an inclusive and representative Training and Employment Steering Group to identify local needs and opportunities, and seek funding

Business Plan (“BP”): IH and KQ produced a draft BP for the CAW in June 2021, which has been updated in September 2022, and will continue to evolve over the next 12 months before opening. The main points regarding business support and community use requirements are outlined below for convenience.

1. **Vetting process**

IH requires all of our members to sign up to our purpose, values and community rules via our Member Agreement. We have found that this type of self-certification approach works better than any kind of explicit vetting imposed by us and subject to our judgements on prospective members. In 15 years we have only ever had to ask two members to leave.

However, we will need to agree more specific **eligibility criteria** with Camden Council for access to free/discounted services for eligible local residents.

2. **Free and discounted workspace usage**

As set out in our joint BP with KQ, IH plans to offer significant free and discounted usage to eligible local residents wishing to start/scale their own business: **6 months free co-**

working access (Hub 30) and a further 6 months @ 50% discount. This will also include access to IH standard business support services (workshops, mentors etc). This has a value of at least £810 per eligible resident.

IH will allocate up to 50% of co-working space to eligible local residents. If demand exceeds supply we will operate a waitlist, with new cohorts joining at least six-monthly. Local members who successfully establish businesses and wish to graduate to team desks or micro-offices will be offered the same 10% initial 3 month discount as KQ members.

3. **Vacancies**

IH is happy to commit to advertise suitable vacancies exclusively through local channels for at least a week prior to being promoted more widely, and to encourage our members to do the same. IH would wish to retain discretion over which roles are suitable, as some specialist senior roles are only practical to recruit on at least a London-wide basis.

4. **Training, education & mentoring support**

IH will work with local partners to deliver suitable training and mentoring support, and education opportunities for local schools. Specifically, the BP (section 3.1.3) envisages the early appointment of a new **Community Outreach Manager**, 50% funded by IH, 50% by KQ. This role will work with partner organisations including Regent's Place Community Fund partners with a specific remit to develop links with local community organisations, schools and colleges and ensure they benefit from the activities and facilities of the CAW.

5. **Free & discounted community group access**

IH anticipates offering free-to-hire off-peak use of the event space to eligible local community groups. Again, eligibility criteria will need to be agreed with Camden Council. Event space off-peak pricing is expected to be in the region of £250/hour, bookable in four-hour slots, so each booking will have a nominal value of £1000 to eligible groups. IH plans to allocate two off-peak slots per week for free use by eligible community groups. As with co-working membership, if demand exceeds supply IH will operate a quota system to ensure access is fairly distributed across eligible groups.

6. **Steering Group**

As explained in section 3.1.3 of the BP, IH and KQ propose to co-chair an inclusive Steering Group comprising a representative cross-section of workspace members, KQ members, and local community organisations. Camden Council and BL will also be represented.

The Steering Group will monitor usage and impact to ensure the CAW meets the needs of all its stakeholders as far as possible.

The CAW Marketing Requirements

Definition: “a marketing strategy to be prepared by the Owner in consultation with the CAW provider setting out the measures that the Owner will ensure are adopted to facilitate the marketing of the CAW to SMEs in the local area; to include a strategy for marketing the CAW through local business channels and networks such as BIDs and WEP.”

Marketing strategy

A detailed marketing strategy will be worked out between IH, KQ and BL during Q4 2022, in consultation with Camden Council, with the commencement of actual marketing activity scheduled for Q1 2023. However, the BP and design process have already seen some initial work in this regard. Specifically, in July 2022 over 250 stakeholders were invited to participate in one of three open co-design workshops held in the space.

As already outlined, IH intends to work closely with KQ, BL and Regents Place Community Fund partners in this regard, and welcomes advice and support from Camden Council. The Community Outreach Manager will also have a key role to play in this process.

Next steps

IH, KQ and BL are heavily involved in all aspects of planning and designing the new CAW, but the commitment of dedicated resources such as the Community Outreach Manager and full marketing plans can only proceed after the signature of the Agreement for Lease.

However, BL cannot sign the AfL with IH until Camden Council approves IH as the CAW Provider. It is therefore essential for IH and BL to understand any additional requirements Camden Council may have in order to provide such approval.