



Springboard

Business Innovation Centre ~ Wales
Canolfan Arloesi Busnes ~ Cymru



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 @SpringboardTech

About Springboard

Springboard opened in 2006, we are a business incubator where science and technology businesses can flourish and turn their potential for high growth into reality.

We help new and early-stage science and technology businesses overcome obstacles to success and provide an environment where they can prosper. We also act as a base for international companies looking for a foothold in the Welsh, UK and European markets.

The service we provide covers three main areas:

Accommodation

We provide modern offices space and state-of-art facilities, which include high bandwidth connectivity, VOIP, reception service, meeting rooms and breakout areas.

Business Support

We have strong links with local and national business support providers that offer essential advice and support to help resident companies grow and manage their business.

Networking opportunities

Our connections with leading national and international companies and academics give you plenty of networking opportunities. We help you to build strong, mutually beneficial relationships.

Together, we aim to help you turn your potential for high growth into reality.

Springboard – Fast Facts

- Springboard is a joint venture between Torfaen County Borough Council and the Welsh Government. The project has been supported by European Union Objective One funding.
- Springboard was opened in January 2006 as a stand-alone innovation centre.
- Located at Llantarnam Park, Cwmbran, South Wales, Springboard has excellent communication links – just 4 minutes from the M4 motorway, junction 25a from the East and junction 26 from the West.
- Springboard is a high quality three storey building of 2,340 sq metres incorporating 33 business units, reception, management suite and modern break-out areas.
- Business units range from 20 sq. metres (210 sq. ft.) to 105 sq. metres (1,126 sq. ft.) and are available on easy-in easy-out terms. In addition Springboard can provide hot-desk facilities and offers a soft-landing to companies looking to enter the Wales/UK market.
- Springboard has a range of quality conference facilities including meeting rooms, boardroom and modern break-out areas available to all resident companies.
- Llantarnam Park offers a wide range of high quality business accommodation for companies when they outgrow the Springboard facilities.
- Springboard houses technology businesses across a wide range of sectors including ICT, software development, telecommunications, multimedia, electronics and engineering.

Incubation Suites

Springboard has 33 business suites varying in size from 20 sq. metres (210 sq. ft.) to 105 sq. metres (1,126 sq. ft.). Each suite has lockable access, double glazed windows, censored lighting, central heating, security alarm and fitted carpets.

The business units are offered on a 12 month tenancy agreement incorporating easy-in easy-out terms – resident companies can give a months notice to quit at any stage throughout the term of the agreement.

The building is fully wireless enabled and resident companies have access to a VPN. Springboard has a VOIP telephone network and provides individual lines and handsets at no extra cost.

Resident companies have free use of all meeting rooms (subject to availability).

Access to the building is 24/7.

E-Pod Facilities

The E-Pod facility provides individuals with a dedicated workstation in a shared office environment. Each workstation comes with a lockable cupboard, phone line, telephone handset and broadband connection.

Similar to above, E-Pod facilities are offered on a 12 month licence agreement incorporating easy-in easy-out terms – a months notice to quit at any stage throughout the term of the agreement.

E-Pod users have free use of all meeting rooms (subject to availability) and access to the building 24/7.

Costs

Springboard charges £19 per sq. ft. per annum (excluding VAT) for the business incubation suites.

The E-Pod facility is charged at a rate of £200 per month per workstation (excluding VAT).

Inclusive Services

- ❖ Central heating;
- ❖ Electricity;
- ❖ Water rates;
- ❖ Building Insurance;
- ❖ Car parking (subject to availability);
- ❖ Security alarm and CCTV surveillance;
- ❖ Out of hours security monitoring;
- ❖ Visitor reception service (Monday to Friday);
- ❖ Broadband connectivity (VPN and wireless);
- ❖ Telephone lines and handsets;
- ❖ Voicemail service;
- ❖ Cleaning of communal areas;
- ❖ Landscaping and grounds maintenance.

Non-inclusive Services

- ❖ Non Domestic Rates (excluding E-Pod facility);
- ❖ Cleaning of individual business suites;
- ❖ Office insurance;
- ❖ Telephone call costs.

Additional Costs

- ❖ Legal fee of £250 for preparation of tenancy agreement;
- ❖ Refundable deposit equivalent of one months rental;
- ❖ Photocopying;
- ❖ Mailing/franking;
- ❖ Catering.

Business Incubation Offering

- ❖ 24/7 access to the building;
- ❖ 12 month tenancy agreement;
- ❖ Free broadband connection (VPN and wireless);
- ❖ Free car parking (64 spaces on a first come basis);
- ❖ Visitor reception;
- ❖ Telephone lines and handsets;
- ❖ Voice mail;
- ❖ Use of shared kitchen facility;
- ❖ Free use of meeting rooms (subject to availability);
- ❖ Use of break-out areas;
- ❖ Access to business support services.

Entrance Criteria

Springboard has set out some general criteria for occupancy which are used as a guideline for suitable company selection. Your company may not fit into all of the below criteria but we would expect you to be able to demonstrate at least some of the following:-

Innovative, high growth potential

Springboard helps innovative companies grow quickly. Companies usually reside in one of our centres for approximately three years, by which time they are ready to graduate.

High-tech or knowledge-based sector

Springboard is part of the Welsh Government's strategy to promote the creation and growth of companies within these sectors.

Exploiting IPR

Companies will usually be exploiting their own or licensed intellectual property.

Engaged in research and development

Springboard companies will typically be involved in R&D activities involving new products, processes and technologies. We are unlikely to accept companies who are engaged in purely training or consultancy activities.

Developing academic links

Springboard is a partnership closely linked with university departments. We hope many Springboard companies will have, or will develop, links with academia.

Capable management team

Your management team should be able to handle the financial and business side of the company as well as demonstrating technological expertise.

Knowledge of your market

We expect you to have carried out market research relevant to the product, process or technology under development.

Financially sustainable

Your accounts and cash flow projections should outline the sources of finance and revenue in place or expected. They must also show the sustainability and growth aspirations of the company during its residency.

Aware of your residency requirements

We ask you to state which elements of Springboard support you'll need during your residency.

Length of time in the Springboard environment

You'll need to consider an exit strategy and develop a good understanding of your company's longer-term success.

An established and credible business plan

Your business plan should be comprehensive and address all the points listed above.

Conference and Meeting Rooms

These facilities are **free** to resident companies of Springboard.

Spring 1 (Seats up to 14 people)	Full day	£95.00
	Half day	£70.00
Spring 2 (Seats up to 12 people)	Full day	£95.00
	Half day	£70.00
Boardroom (Seats up to 24 people)	Full day	£120.00
	Half day	£80.00

Inclusive within the price are use of flip charts, projector, screens, laptop, internet access and OHP.

Service Charges

Registered Office	£0.00	Free
Mailing Address	£0.00	Free
Franking	£0.02	per unit plus postage
Photocopying	£0.10	per sheet
Fax	£0.00	Free
Conference Phone	Cost of call	

Catering

Buffet menus starting at	£3.35	per person
Tea & Coffee	£1.50	per person

All prices are exclusive of VAT (where applicable) and subject to availability.