



**BRIGHTON & HOVE CITY COUNCIL
OPPORTUNITY FOR CREATIVE SPACE IN CENTRAL BRIGHTON**

SHW

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PROPERTY
WORK**

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Background

To unlock the potential of vacant council commercial assets, Brighton & Hove City Council (BHCC) is looking to partner with the creative sector to provide workspaces that promote local talent, culture, and social connection. The overarching purpose will be to transform vacant spaces within the current commercial portfolio into vibrant hubs of creativity and enable local arts/creative organisations to thrive.

It is intended to breathe new life into underutilised buildings and allow creatives and entrepreneurs to turn vacant assets into engines for economic growth and artistic innovation.

BHCC have first identified two assets that currently have vacant space to support this innovative approach. In this first tranche of opportunities, we are inviting Expressions of Interest in:

1. Lyndean House, 43-36 Queens Road, Brighton
2. Phoenix House, 32 West Street, Brighton

Interested parties are being invited to submit expressions of interest (EOI) with a bid proposal. These will be assessed against both financial and non-financial criteria (listed below).

The EOI Response shall:

- Be submitted in PDF format and cover each of the criteria sections in the table at the end of these details
- Not exceed 5 pages (excluding appendices)
- Be submitted to Lewis Austin at SHW laustin@shw.co.uk
- Please clearly label any commercially sensitive information.
- Be received no later than **12:00 noon on Friday 2nd October**



Lyndean House

3

Location

Lyndean House occupies a highly visible location in central Brighton being on Queens Road just south of Brighton Station.

There are reliable public transport links outside the building, with nearby bus routes around Brighton and Brighton Station within 5 minutes walk. North Road car park is also within 5 minutes walk.

Description

Lyndean House provides four floors of open plan office space. Three of the floors are linked via an internal staircase. There is a mixture of open plan space and meeting rooms.

Amenities

- Cat A space
- Modern open plan office
- Short walk from Brighton Station
- Air conditioning
- 8 car parking spaces
- Class E planning use

Service Charge

The service charge is currently running at £16.25 psf – full breakdown available on request.

EPC

We understand the property has an EPC rating of C

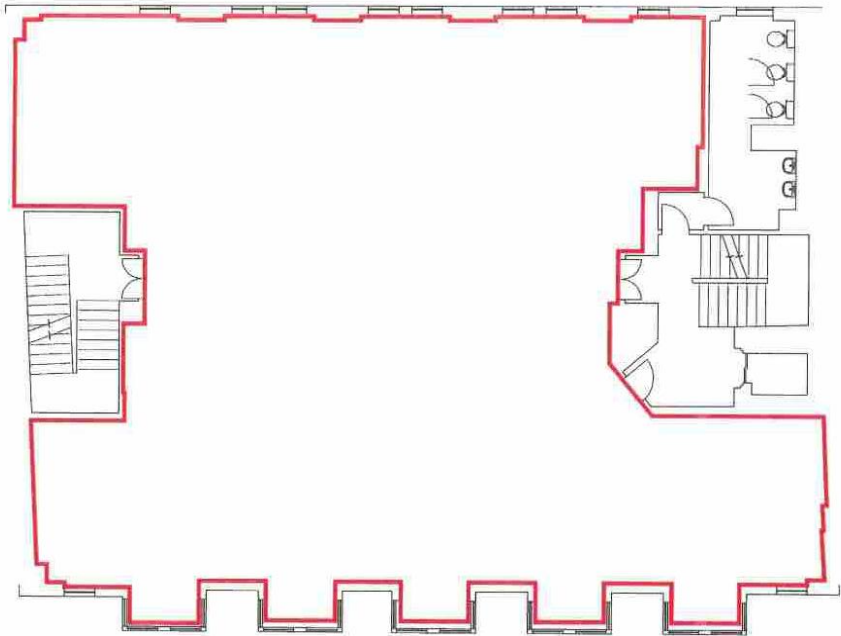
Rateable Value

Rates will be payable please see

[Find a property - Valuation Office - GOV.UK](https://www.gov.uk/guidance/how-to-find-a-property-valuation-office)

Lyndean House Floor Areas (IPMS 3)

Floor	Size (sq ft)
Basement	LET
Ground	LET
1 st	2,850 – Available from end of December 2026
2 nd	2,855 – Available from end of December 2026
3 rd	2,857 – Available from end of December 2026
4 th	2,554
TOTAL AVAILABLE	11,116





Phoenix House

Location

Phoenix House is located on West Street in central Brighton at the junction with Regency Road. West Street runs south from the local landmark of The Clock Tower, and the junction of Western Road, North Street and Queens Road.

Description

Phoenix House is an attractive period building with office space over 4 floors. The floors are split into a variety of different office suites.

Amenities (Present in some suites)

- Air conditioning
- Carpet tile flooring
- Raised access flooring
- Kitchenettes
- Lift

Service Charge

The service charge is currently running at £8.96 psf – full breakdown available on request.

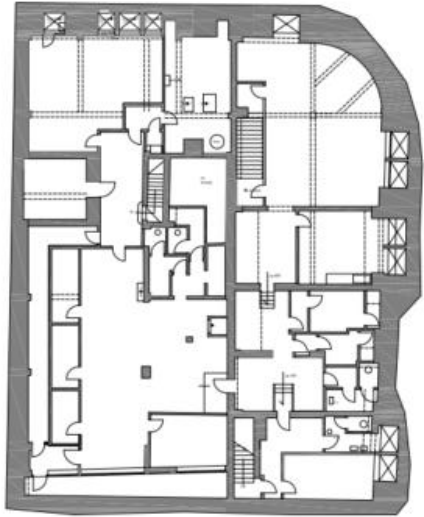
EPC

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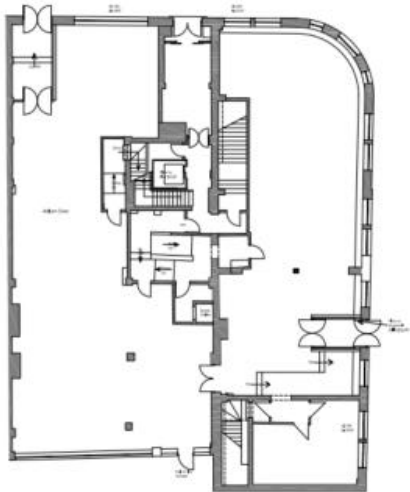
Rateable Value

Rates will be payable please see

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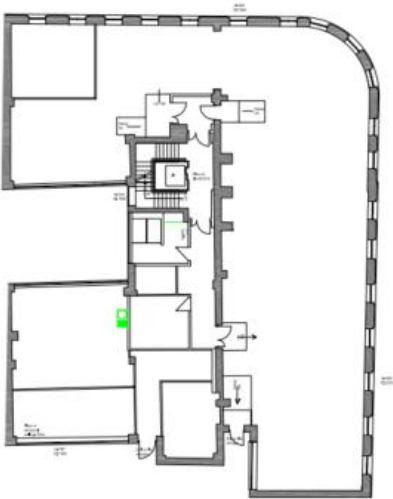
Basement Floor



Ground Floor

Phoenix House Floor Areas (IPMS 3)

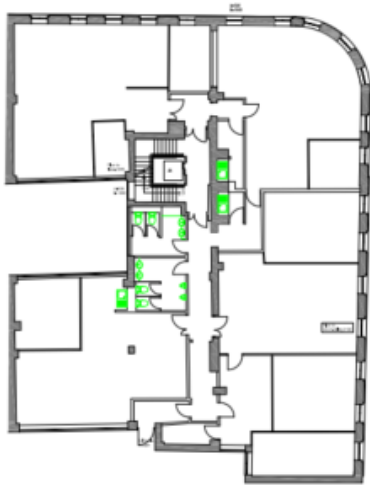
Floor	Size (sq ft)
Basement	LET
Ground	LET
1 st	3,230
2 nd	3,090
3 rd	3,963
4 th	722
Total Available	11,005



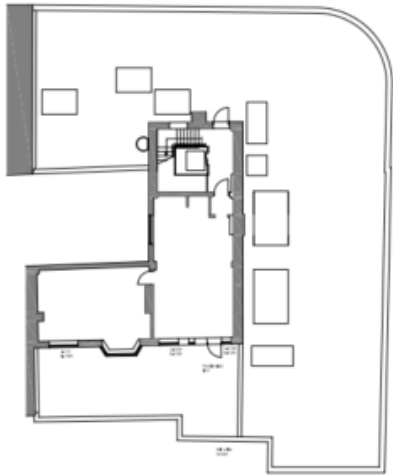
1st Floor



2nd Floor



3rd Floor



4rd Floor/Roof



Viewings

To arrange an appointment please contact:

Lewis Austin

E: laustin@shw.co.uk

T: 07918 790978

Expression of Interest (EOI)

Space will be offered to organisations based on highest scoring EOIs. The below table describes the questions which must be answered in the EOI Response and the weighting for each element.

BHCC is not bound to offer an organisation any available space based on the submission of an EOI Response.

Criteria	Description	Weighting
Financial	Ability to demonstrate most financially beneficial proposal, to include: • Space required (area by square feet, floor, multiple floors, etc) • Lease Terms ○ Term proposed (i.e. 6 months – 10 years) ○ Length of break clause ○ Rent (rate per sq foot) ○ Repairing obligations ○ Planned alterations, improvements and investment in space ○ Proposed occupation date • Demonstration of existing and future funding • Ability to take on full repairing and insuring liabilities • Confirmation of ability to cover rates, utilities and ongoing maintenance within the terms of the lease. • To confirm whether willing to act as anchor tenant or take on whole/majority of space	50%

Non-Financial		
Q1	How do you intend to grow and develop the activities of your organisation, and, or collaborate with other local organisations to support the wider creative sector. - Main activities taking place within rented space (Office Space, Workshops, Crafting, Co-working) - Employment impacts (FTE equivalent employment supported by tenancy) - Local community benefits (engagement with communities, opportunities for access and skills development) - Local economic benefits (work with local professionals, companies and stakeholders, quantified economic impact of activity) [Local Economic Benefits + Creative & Social Value commitment]	20%
Q2	How do you intend to support the development of other small-to-medium enterprises (SMEs) and creative enterprises locally? [Local Economic Benefits]	15%
Q3	How do you intend to promote the physical and mental health of people working within your operation, and of the local community? [Health & Wellbeing]	7.5%
Q4	How do you intend to deliver training and skills pathways and initiatives, eliminate any gender pay gap, and support disabled staff? [Health & Wellbeing]	7.5%
TOTAL		100%

The below table describes the basis of scoring for the quality questions.

Score	Basis for award of score
5	Excellent Demonstrates clearly and convincingly how all of the council’s priorities in the area being evaluated will be met. Provides full confidence in the experience, expertise, skills or resources to meet the council’s priorities in all areas of the question. In addition, demonstrates experience, expertise, skills or resources which provide added value beyond the stated priorities and are relevant to the council’s corporate priorities.
4	Very Good Demonstrates how all of the council’s priorities in the area being evaluated will be met. Provides full confidence in the experience, expertise, skills or resourced to meet the council’s priorities in all areas of the question.
3	Good Demonstrates how nearly all of the council’s priorities in the area being evaluated will be met. Some minor reservations or weakness that do not fully demonstrate the experience, expertise, skills or resourced to meet the council’s priorities in all areas of the question.
2	Reasonable Demonstrates how some of the council’s priorities in the area being evaluated will be met. Some significant reservations or weakness as the response may be basic/minimal with little or no detail or evidence provided to support and demonstrate the experience, expertise, skills or resourced to meet the council’s priorities.
1	Poor Provides only limited assurance that the council’s priorities in the area being evaluated will be met. Little or no detail or evidence have been provided to support and demonstrate the experience, expertise, skills or resourced to meet the council’s priorities.
0	Very poor Either no answer is provided, or the answer completely fails to demonstrate meeting any of the council’s priorities.