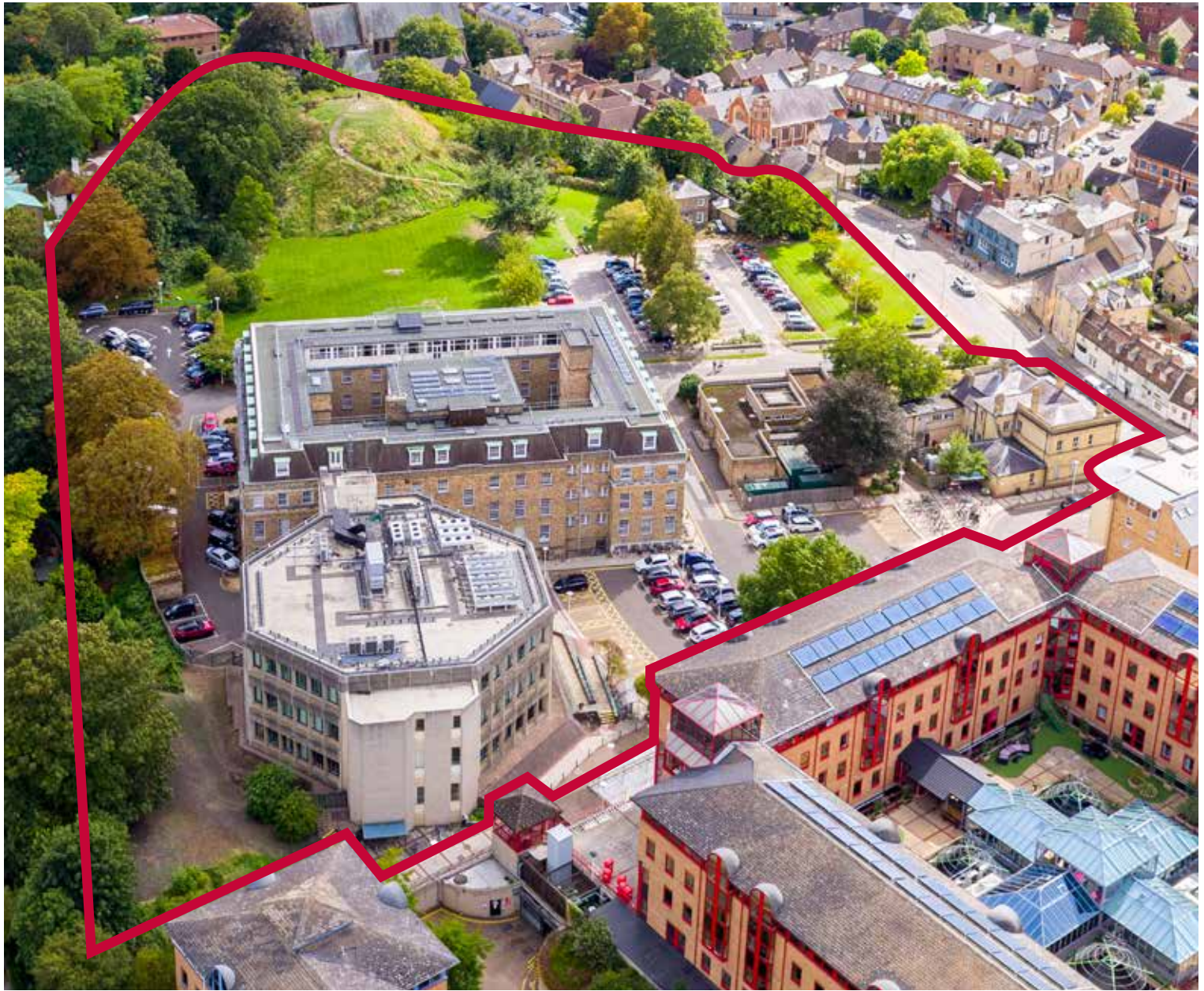




# Shire Hall

CASTLE STREET, CAMBRIDGE CB3 0AP



A UNIQUE DEVELOPMENT & INVESTMENT OPPORTUNITY IN THE HEART OF CAMBRIDGE COMPRISING 5 BUILDINGS EXTENDING TO APPROXIMATELY 11,200 SQ M (120,500 SQ FT) AND SET WITHIN GROUNDS OF ABOUT 6.10 ACRES (2.47 HA) IN TOTAL.

POTENTIAL FOR A RANGE OF USES INCLUDING HOTEL, RETIREMENT, STUDENT, RESIDENTIAL, OFFICE AND LEISURE.



# Location

Cambridge is an important commercial centre, and driver of the national and regional economy. It has a population of approximately 123,900 (2011 Census) and is home to some of the world's largest organisations and is renowned internationally, particularly for its world leading university.

The city is known for the strength of its skilled workforce across various high-tech, bioscience, pharmaceutical, and research and development sectors. Well known occupiers include Apple, Amazon and Microsoft whilst Arm and AstraZeneca have HQ's in the city. The property is located in a prime position, on the northern

periphery of the city centre. It is situated in a mixed use area in close proximity to some of Cambridge's most popular and historic landmarks including King's College, Trinity College, St John's College, the River Cam, and the Bridge of Sighs.

Shire Hall is well served by public transport with multiple bus routes including the guided bus, from the bus stop on Castle Street. The property has good connections to the local road network, situated near to Huntingdon Road which provides access to the A14 to Huntingdon, and M11 to Essex and London.

Cambridge is situated approximately 62 miles north of London. Direct mainline rail

services are available from both Cambridge and Cambridge North stations, 1.9 miles and 2.4 miles away, respectively. Cambridge Station provides services to London Kings Cross and London Liverpool Street with commuting times of approximately 50 minutes and 1 hour 15 minutes respectively, alongside direct services to numerous other towns and cities within the UK.

Cambridge International Airport is located 3 miles from the property and offers commercial airline services whilst Stansted Airport is located 30 miles to the south with access by the M11 and direct train services from Cambridge Station.







# Description

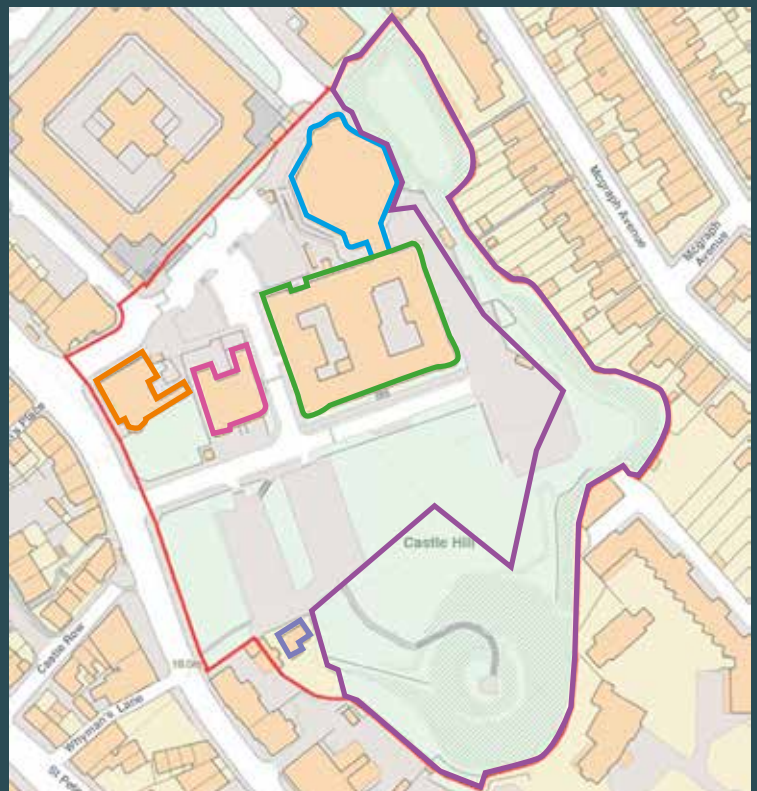
The property comprises five buildings, Shire Hall, The Octagon, Castle Lodge (Registration Services), Old Police Station and 42 Castle Street, and is set within grounds of approximately 6.10 acres (2.47 ha) in total, including areas designated as Scheduled Monuments. The extent of the property and the component parts are shown on the plan below.

The accommodation of the buildings is as follows:

- Shire Hall 73,174 sq. ft., 6,798 sq. m (GIA),
- The Octagon: 36,710 sq. ft., 3,410 sq. m (GIA),
- Castle Lodge (Registration Services): 3,913 sq. ft., 394 sq. m (GIA),
- Old Police Station: 5,785 sq. ft., 537 sq. m (GIA),
- 42 Castle Street: 943 sq. ft., 88 sq. m (GIA).

With the exception of 42 Castle Street, the existing buildings are contained within the northern part of the property. The southern part of the property is open space and car parking. The most southerly part of the property contains the Scheduled Monument (SM) known as Castle Mound. A second Scheduled Monument known as Civil War Earthworks, bounds the property to the east. The Old Police Station and 42 Castle Street are Grade II listed buildings.

The property has 3 car parking areas; to the south of Castle Lodge, to the south east of Shire Hall and to the north of Castle Lodge and Shire Hall. There are also 233 car parking spaces located underneath the adjoining Castle Court at upper basement level, which are owned and occupied by the Council. These spaces are outside the boundary of the property, but could be made available by separate negotiation. Please refer to the Bidding Summary for more information.



	SHIRE HALL		OLD POLICE STATION
	THE OCTAGON		42 CASTLE STREET
	CASTLE LODGE (REGISTRATION SERVICES)		SCHEDULED MONUMENTS



# Planning

The property lies within the planning jurisdiction of Cambridge City Council. The development plan is the recently adopted Cambridge Local Plan 2018 which will guide development policies up to 2031.

The property lies within the proposed Castle and Victoria Road Conservation Area. The south of the property is designated as protected open space in the Local Plan and Cambridge City Council have designated Shire Hall as a building of local interest.

A more detailed Planning Brief is contained within the Information Pack.

# Heritage

The property contains Castle Mound and Civil War Earthworks, two of only five Scheduled Monuments within Cambridge.

Castle Mound is a prestigious landmark in the city. The motte of a castle built immediately after the Norman Conquest, it marks the heart of early Cambridge and offers fantastic views across the area. Castle Mound is located in the southern most area of the property, defined by a steep slope and accessed by steps to the summit.

Civil War Earthworks is the second Scheduled Monument on the property.

These earthworks are the remains of the castle defences that were modified in the mid-1640s to create an artillery fortress for the Army of Parliament.

A more detailed Heritage Brief is contained within the Information Pack.



“As a Council we want to do whatever we can to protect vital front line services. This is a unique opportunity for the Council to reduce the overall cost of its property portfolio whilst supporting local services to become more sustainable. The Council will continue to have a presence in the City and provide services to Cambridge residents. We will be seeking offers for Shire Hall from organisations that recognise the special heritage importance that the site has not just on the City of Cambridge, but for the County as a whole. We are using this opportunity to invest in the future design of the services we provide – local services supporting local people.”

Josh Schumann,  
Chair of Commercial and Investments Committee,  
Cambridgeshire County Council







## Potential Uses

The property has the potential for continued use as offices or conversion/ redevelopment for hotel, residential, care home, retirement living, student or leisure uses, subject to the necessary consents.

## Services

Interested parties are advised to make their own enquiries with the relevant service providers.

## Tenure

Freehold and leasehold proposals are invited for the property, which should also reflect the Council's requirement for flexibility of Vacant Possession to the end of 2020. Further information is provided in the Bidding Summary, contained within the Information Pack.

## Method of Sale

Unconditional and conditional offers are invited by the bidding deadline, in accordance with the Bidding Pro Forma contained within the Information Pack.

## Viewings

Strictly by appointment with Strutt & Parker and BNP Paribas Real Estate only. Briefing / Viewing days have been allocated for interested bidders. For more information please refer to the Bidding Summary within the Information Pack.

## VAT

The property is not elected for VAT.

## Easements, Wayleaves and Rights of Way

The property is offered subject to and with the benefit of all existing rights of way, wayleaves and easements, whether or not specifically referred to in the sales information.

## Information Pack

The Information Pack contains the following additional information:

- General
  - Marketing Brochure
  - Site Plan
  - Location Plan
  - Bidding Summary
  - Bidding Pro Forma
- Planning and Heritage
  - Planning Brief
  - Heritage Brief
  - Castle Mound SM Plan
  - Civil War Earthworks SM Plan
- EPC Certificates
- Floor Plans
  - Shire Hall and The Octagon
  - Castle Lodge (Registration Services)
  - Old Police Station
  - 42 Castle Street
  - Castle Court Car Park
- Topographical Surveys
- Utilities Information
- Title Information
- Other Reports
- Photos

For access to the Information Pack, please contact Jessica Plant on email at [jessica.plant@struttandparker.com](mailto:jessica.plant@struttandparker.com).

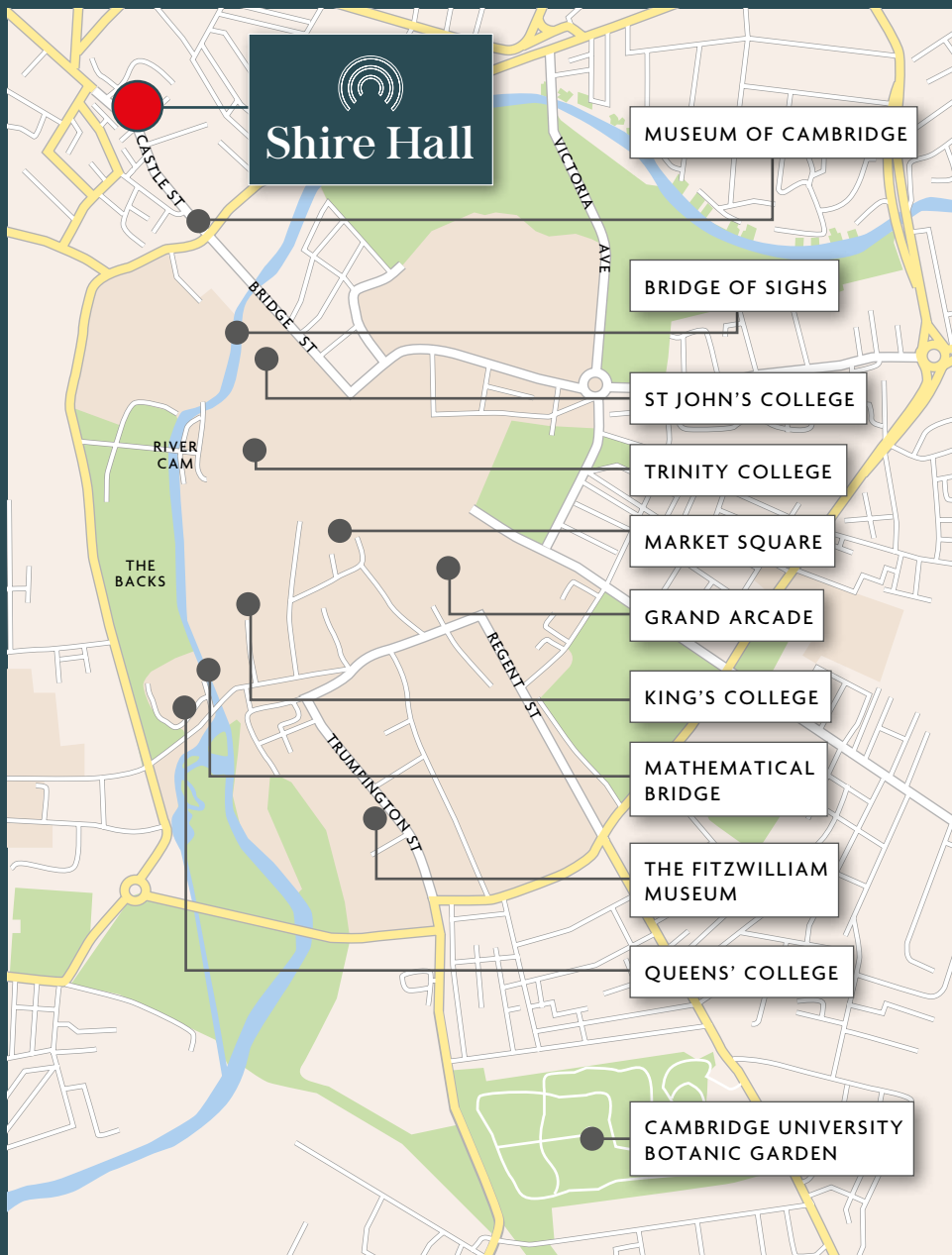


“The County Council has a long association with Shire Hall, however the time is now right to look to the future. We are working with our partners so that we can deliver services as close as possible to the communities that we serve. As we take a step change toward agile working and a more community based approach, we no longer need a central administrative building the size of Shire Hall.

Instead we will operate from a smaller central hub while making better use of our own spaces and places around the County. Given the financial challenges facing the Council it is essential that we make the best use of the assets at our disposal. Moving to a smaller headquarters will help us protect key front line services.”

Chris Malyon, Deputy Chief Executive of the Council





## Contacts

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## **Bidding Summary**

### **Shire Hall, Castle Street, Cambridge CB3 0AP**

The information in this summary should be read in conjunction with the Marketing Brochure, Bidding Pro Forma, Planning Brief, Heritage Brief and all other information contained within the Information Pack.

#### **1. History**

Shire Hall has been the administrative centre of the County Council since the 1930's but the site itself has been the seat of Government in Cambridge for over 1,000 years.

The first castle on the site was built by William the Conqueror in 1067, one of three royal castles in Cambridgeshire. The original structure was replaced by a much larger stone structure by Edward I in 1298, which survived through to the English Civil War.

The site has always had a secondary function as a prison and in 1811, a new state of the art prison was built and later a police station. This closed during World War One and the site was purchased by Cambridgeshire County Council for the new Shire Hall building, which was completed in 1933.

Today, the property comprises not only the original Shire Hall building but the Old Police Station, Castle Lodge (Registration Services), 42 Castle Street, public car parking and Castle Mound which is a popular amenity for local residents and a tourist attraction.

Cambridgeshire County Council will vacate the site when they move to a new purpose built headquarters building at Alconbury, south of Peterborough in 2020.

#### **2. Location**

The property is located in a prime position in Cambridge, within walking distance of the city centre and tourist attractions including King's College, Trinity College and St John's College, the River Cam, Fitzwilliam Museum and Bridge of Sighs.

Shire Hall is well connected to the local road network, situated near to Huntingdon Road providing good access to the A14, A428 and M11. The property is served by multiple bus routes including the guided bus route connecting St Ives, Huntingdon and Cambridge, from the bus stop on Castle Street.

The surrounding area is generally a mix of residential, secondary retail, office and student uses.



The area immediately to the east is residential, mainly comprised of terraced properties. To the south is Clare College. To the north is the Castle Park office development and the Study Inn student accommodation contained within the building known as Castle Court. The west of the site is bound by Castle Street.

### **3. The Site**

The land forms part of title CB418 and extends to approximately 6.10 acres in total (2.47 ha), including the areas designated as Scheduled Monuments and as shown shaded red and brown on the plan contained within the Information Pack, which is for identification purposes only. The land is owned by Cambridgeshire County Council as is the land to the north which has previously been sold on a long leasehold basis. Rights relating to the occupation, maintenance and use of the Castle Park / Castle Court buildings, (particularly over the access roads) will need to be preserved and the Council and any successful bidder will need to agree precise boundaries commensurate with sensible estate management arrangements.

The property comprises five buildings; Shire Hall, The Octagon, Castle Lodge (Registration Services), Old Police Station and 42 Castle Street. Details of each building are listed below and floor plans for each property are contained within the Information Pack.

The property has three car parking areas within the boundary. There are a further 233 car parking spaces in the upper basement level, below Castle Court (Study Inn) , which are currently used by Council employees during the week and as a pay and display car park at weekends. Bidders should note that the upper-basement of Castle Court is outside of the property and not available as part of this disposal, although these spaces could be made available on a leasehold basis, by separate negotiation. Please discuss any requirements directly with the marketing agents.

The plan contained within the Information Pack identifies the areas designated as Scheduled Monuments on the property. Part of the built footprint of the Octagon and some external areas of the property encroach on the Civil War Earthworks Scheduled Monument designation. This area is shown by green hatching on the plan. The area of the site, excluding the area of the Scheduled Monuments shown hatched brown and red on plan, extends to about 3.97 acres (1.61 ha). Please also refer to the comments in Section 7, Heritage.



### **Shire Hall**

Shire Hall is the largest building on the property, built in the 1930s, totalling 73,174 sq. ft., (6,798 sq. m) (GIA). The accommodation is laid out over five floors, spanning from basement to third floor level.

The building is currently in sui generis use, providing administrative functions for Cambridgeshire County Council alongside the committee chamber and members lounge.

### **The Octagon**

The Octagon is a northern extension to Shire Hall, constructed in the 1960s and in an octagonal footprint. The building provides 36,710 sq. ft., (3,410 sq. m) (GIA) of accommodation arranged over four floors from basement to 2nd floor level.

### **Castle Lodge**

To the west of Shire Hall and between the Old Police Station is Castle Lodge, known as Registration Services. The building is single storey and provides 3,913 sq. ft., (364 sq. m) (GIA) of accommodation.

### **Old Police Station**

Old Police Station is one of two Grade II listed buildings on the property, located on the far north west and fronting Castle Street. The building is arranged over ground and first floors, providing 5,785 sq. ft., (537 sq. m) (GIA) of accommodation.

### **42 Castle Street**

This is the smallest building within the property and also Grade II listed. The configuration is reflective of its original use as a caretaker's cottage for the prison, providing 943 sq. ft., (88 sq. m) (GIA) of accommodation. The property is currently in office use, leased to LGSS Law who are due to vacate the property in 2020.

### **Scheduled Monuments**

The southernmost area of the property contains the Scheduled Monument known as 'Castle Mound'. A second Monument known as 'Civil Earthworks' bounds the site to the east.

Castle Mound is a popular amenity for local residents and tourists alike, and features in educational and other group visits.

### **Public Car Park**

To the south west boundary, fronting onto Castle Street is a public pay and display car park, with a shared vehicular access to Shire Hall from Castle Street.

## **4. Background**

The Property is currently owned and occupied by Cambridgeshire County Council who intend to relocate to a new, purpose built headquarters at Alconbury in late 2020, at which point Vacant Possession will be available. The exact timing for Vacant Possession is unknown and therefore, the Council requires some flexibility in any arrangement to allow sufficient time for a phased decant to the new headquarters and other Council owned properties.

As part of any transaction; the Council will agree a decant programme, and schedule of fixtures and fittings to be removed from the property with the preferred bidder.

## **5. Objectives**

The objectives of the Council with any transaction are to;

- a. Obtain the best value for the property, in all the circumstances,
- b. Achieve contractual certainty during 2019, and provide flexibility for Vacant Possession through to the end of 2020
- c. Protect, manage and safeguard the future of the Scheduled Monuments

## **6. Planning**

The property lies within the administrative area of Cambridge City Council. The new Cambridge Local Plan 2018 was recently adopted and forms the basis upon which any planning proposals at Shire Hall will be considered in the future.

Shire Hall lies within a sustainable, mixed use location which provides a unique opportunity for a variety of uses including residential, student accommodation, specialist housing, hotel, offices or a combination of these uses.

A Planning Brief contained within the Information Pack, contains more detailed information and an assessment of the constraints and opportunities.

## **7. Heritage**

Please refer to the Heritage Brief contained within the Information Pack, with particular reference to the likely requirements for any future planning applications to address, given the status and significance of the Heritage Assets on the site.



A priority of the Council is to ensure continued public access, maintenance and enhancement of the Heritage Assets on the site. An opportunity to discuss this further with the Council's Historic Environment Team will be available at the briefing / viewing days.

The Council recognises prospective bidders may consider that the Council is best placed to safeguard ongoing maintenance, access and enhancement of the Heritage Assets, particularly given the requirement for approvals from Historic England for any disposition of a Scheduled Monument.

In that event, offers are invited to either include or exclude the Scheduled Monuments, together with proposals for ongoing maintenance, management and enhancement, in either case.

To discuss further, please contact Iain Halls on 01223 459465 or, email [iain.halls@struttandparker.com](mailto:iain.halls@struttandparker.com)

## **8. Future Use**

The property could lend itself to a range of uses such as hotel, residential, Private Rented Sector (PRS), student, care/retirement and office.

### **Hotel**

- Cambridge has long been one of the UK's strongest hotel markets. It benefits from exceptional corporate, tourist and leisure demand drivers.
- There are over seven million tourists per year which is driving the room rates. This is continuing to grow.
- Tourism accounts for circa 20% of the employment within the city. This is up from 17% in 2013.
- There are a number of iconic hotels within the city such as The Varsity, University Arms (Autograph Collection) and Tamburlaine (O'Callaghan Hotels).
- There is demand in the market for further hotel beds and the property could suit this use.
- Currently, there are no luxury hotel offerings to the north of the River Cam and within walking distance of the city centre.

### **Private Rented Sector / Build to rent**

- Nationally, there has been a dynamic shift in tenure choice amongst millennials with many opting to rent as a result of high housing costs and the desire for flexibility.
- There has been a year on year increase in demand for PRS over the last 10 years.
- The PRS market in Cambridge is currently untested as there are no purpose built PRS schemes in the city.

- PRS investment is evolving, originally focused within London, and since stretching out to other nationally significant cities and more recently being considered as an opportunity in regionally significant locations, such as Cambridge.
- In Cambridge there is a greater proportion of those aged between 20-34 years than the UK average; the typical occupier of such schemes.
- The city has become a target location for national and international corporations and organisations, particularly those in the medical, science and research sectors, all of which provide jobs for young professionals who typically occupy PRS schemes.

### **Student**

- Despite uncertainty surrounding BREXIT and an increase in student debt, the 2017/18 academic year and the start of the 2018/19 year has shown that demand for Higher Education in the UK remains strong.
- The top UK universities, offering the highest quality education within strong locations, such as Cambridge, have continued to attract an increasing number of students.
- There are c.1.7 million full-time students within the UK. Concurrently, the supply of purpose built student accommodation bedrooms reached only c.602,000 in 2017/18, demonstrating a significant undersupply of stock.
- Cambridge University is one of the UK's most prestigious Universities and is particularly popular with international students.
- This undersupply is especially pronounced in areas such as Cambridge, which is home to both Cambridge University and Anglia Ruskin University.
- Cambridge was home to 42,200 students in the 2016/17 academic year. 19,995 from the University of Cambridge and 22,245 from Anglia Ruskin University.
- Cambridge University has 32 Colleges which provide accommodation to c.45% of graduate students.
- There is a shortage of alternative accommodation within Cambridge and there is also a significant undersupply of accommodation for students at Anglia Ruskin University, since Cambridge only currently provides 3,204 purpose built student accommodation beds (outside of the colleges).
- Purpose built accommodation in Cambridge currently only caters to circa 8% of students (when the colleges are excluded) and circa 30% of students (when the colleges are included), resulting in a number of students living in Houses of Multiple Occupation (HMOs). There is therefore demand within this location for purpose built accommodation.



## **Retirement**

- The Retirement sector is one of the fastest growing in the UK real estate market.
- Retirement living and housing with care have achieved significant premiums to residential values.
- There are also planning benefits that arise from this use, allowing retirement operators and developers to bid competitively for development sites on the open market.
- There are now 11.86 million people aged 65+ in the UK, and over the next 15 years the 65+ population is expected to increase by 35%.
- Only 0.6% of UK retirees currently live in housing providing care, which is ten times less than in more mature retirement housing markets.
- The number of UK residents in retirement housing is expected to rise to 2.5% by 2030, and to meet predicted demand c.725,000 new units would need to be provided by 2025.
- Cambridge is home to over 10,000 people aged 65+ and this is due to rise quickly as the baby boomer generation are soon to reach this age. The number of people over 65 years, currently equates to over 16% of the population within Cambridge, indicating that there is demand for accommodation to suit this demographic.
- There are currently no significant high-end retirement schemes within Cambridge, despite the large ageing demographic and the number of affluent elderly.
- This property could present an opportunity for a high-end retirement developer/ operator to deliver a highly specified landmark retirement living scheme in a desirable and affluent location.

## **Residential**

- Shire Hall presents an opportunity to provide an upmarket residential apartment conversion in a unique status property.
- Shire Hall is located in a central city area with a shortage of all residential accommodation compared to other parts of Cambridge.
- The central Cambridge market is resilient due to the lack of stock even when peripheral locations are falling in value.
- There is an undersupply and over-demand for high quality accommodation, targeting the higher end of the market including professionals working in the city which would create a premium for Shire Hall.
- Within the last year, 20 properties (none of which have been new build) have sold within 0.2 miles of Shire Hall. The average transaction has equated to £637 per sq. ft., a

maximum achieved price of £900 per sq. ft. and a minimum of £411 per sq. ft., indicating a broad range of values.

- The average property size has been 941 sq. ft. and transacted for £583,850.
- A conversion, resulting in a range of 1, 2 and 3 bedroom luxury apartments, ranging from 600 to 2000 sq. ft. could result in sales values of around £650 - £750 per sq. ft.

### **Office**

- Cambridge has long been recognised as a world renowned location for leading science, technology and innovation, and has been successful in growing and attracting some of the largest global companies and supporting the small entrepreneurial start-ups.
- Cambridge has one of the fastest growing economies in the country and is a magnet for like for like companies to cluster together.
- As technology advances, there is significant growth within the dominant sectors in Cambridge.
- The current availability of office units over 10,000 sq. ft. within both the City centre and out of town market is in short supply.
- There is an acute shortage of quality stock offering Grade A space with only 1 year of supply (grade A and B) on the market.
- There are limited future speculative buildings coming through in the development pipeline.
- Prime rents in Cambridge city centre stand at £43.50 per sq. ft. with £34.00 per sq. ft. being achieved for science and business parks.
- Rent free periods in the City centre remain strong and will continue to tighten both in the City and out of town market.
- Given the shortage of supply take up for existing buildings has been relatively consistent at 600,000 sq. ft. per year.
- Occupier demand remains robust and therefore creates competition for the prime, well located office buildings.



## 9. Proposals

Offers should be submitted **by midday on Wednesday 30<sup>th</sup> January 2019**, in accordance with the Bidding Pro Forma contained within the Information Pack. If you would like to submit multiple bids on different basis, please submit a separate Bidding Pro Forma for each offer.

Offers for the property are invited on the basis of either a freehold or leasehold disposal. Whilst the Council does not wish to be prescriptive, there is a preference for a leasehold transaction that can generate a regular income stream over the medium to longer term.

Both conditional and unconditional offers are invited, with certainty of delivery and timescales important evaluation criteria. Whilst deferred consideration will be examined, subject to appropriate security, the preference is for full payment on completion for a leasehold disposal.

Given the Council's plans for relocation, some flexibility for Vacant Possession will be required and proposals are invited with full knowledge of and reflecting those circumstances.

Offers are invited to either include or exclude the areas designated as Scheduled Monuments but in any event, to include proposals for ongoing maintenance, access and enhancements.

Separate offers on a leasehold basis only, are invited for some or all of the car parking at the upper basement of Castle Court.

For more information and to discuss please contact the marketing agents.

## 10. Process

Submissions will be assessed against the evaluation criteria in section 11, with a view to selecting a shortlist of parties to be invited to interview/presentation with Strutt & Parker, BNP Paribas Real Estate and Council representatives. Interested parties will be notified of the timing for the interview process prior to the bidding deadline.

Following interviews, Strutt & Parker and BNP Paribas Real Estate will seek any clarifications, additional information and, if necessary, revised offers on a specified basis.

It is envisaged a preferred party will then be identified with a view to exchange of contracts by mid-2019.

## **11. Evaluation**

The shortlist and selection of a preferred bidder will be assessed against the following criteria;

- Financial Proposal/Best Value
- Type of contract, conditionality, timescales and triggers for completion, and certainty of delivery
- Flexibility on requirements for Vacant Possession
- Experience and level of resourcing to manage the project
- Track record, sources and conditions of funding
- Protection and enhancement of the Heritage Assets

## **12. Rights and Reservations**

Cambridgeshire County Council will reserve the following rights in any transfer/ lease, for the benefit of their retained land.

- i) A right to lay new services on the site including electricity, water, sewage, gas or telecommunications and thereafter to maintain renew and if necessary, upgrade and replace.
- ii) A right to connect into any existing services including; sewers, drains, main channels, pipes, wires, cables, ducts, flues, conduits and other equipment now present or installed on the property for the passage of services.
- iii) A right of pedestrian and vehicular access over existing routes on the property.
- iv) All rights necessary in connection with the continued access and, if necessary, maintenance of the Scheduled Monuments.

In addition, any transaction will be subject to existing rights relating to maintenance, services and access granted in the leasehold disposals of Castle Park, 66-82 Castle Street and Castle Court and to other existing matters affecting the Council's freehold title. For more information and to discuss, please contact the marketing agents.

The area shown hatched blue on the plan in the Information Pack comprises the roadway between Castle Keep and the Old Police Station which is used in common with the offices at Castle Park as part of the one-way road system to the rear of 66-82 Castle Street and the Isaac Newton Public House. The Council reserves the right to exclude this area from any disposal, granting appropriate rights as necessary.



### **13. Restrictions**

Cambridgeshire County Council reserves the right in any transfer / lease, to impose restrictions limiting or excluding certain use(s) of the property, or such use(s) granted planning permission, or as agreed between the parties.

### **14. Briefing/Viewing Days**

Viewings are strictly by prior appointment with Strutt & Parker and BNP Paribas Real Estate. The following dates have been allocated for briefing/viewing days.

- 16<sup>th</sup> November 2018
- 19<sup>th</sup> November 2018
- 30<sup>th</sup> November 2018
- 7<sup>th</sup> December 2018

Interested parties will be allocated individual time slots to comprise a presentation by Strutt & Parker / BNP Paribas Real Estate, with an opportunity to meet Council Officers and ask questions, followed by a tour of the property.

To make an appointment, please contact Jessica Plant on 01223 459443 or email [jessica.plant@struttandparker.com](mailto:jessica.plant@struttandparker.com)

### **15. Further Information**

The Information Pack contains the following additional information:

- **General**
  - Marketing Brochure
  - Site Plan
  - Location Plan
  - Bidding Summary
  - Bidding Pro Forma
- **Planning and Heritage**
  - Planning Brief
  - Heritage Brief
  - Castle Mound SM Plan
  - Civil War Earthworks SM Plan
- **EPC Certificates**
  - EPC Shire Hall and The Octagon
  - EPC RR Shire Hall and The Octagon



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& PARKER**

EPC Castle Lodge (Registration Services)  
EPC RR Castle Lodge (Registration Services)

- **Floor Plans**

Shire Hall  
The Octagon  
Castle Lodge (Registration Services)  
Old Police Station  
42 Castle Street  
Castle Court Car Park

- **Topographical Surveys**

1\_Site Plan (June 2018) 00433  
1\_Site Plan (June 2018) 00433  
17142\_EDI Topographic Survey\_Sheet01 (June 2018) 00433  
17142\_EDI Topographic Survey\_Sheet02 (June 2018) 00433  
17142\_EDI Topographic Survey (June 2018) 00433

- **Utilities Information**

COMMERCIALDW Drainage and Water Enquiry (May 2018)  
Ductwork Schematic (April 2007)  
EDI Manhole Survey (October 2018)  
Location of Site Electric Meters (December 2014)  
Water Mains Sewerage (December 2015)

- **Title Information**

Chancel Indemnity Policy  
ChancelCheck Premium (G2334466-1)  
Official Copy of Plan  
Official Copy of Register of Title - CB418  
Regulated Local Authority Search  
Search of the Index Map  
Sitecheck Combined  
Wayleave Agreement for BT plc dated 05 10 2001  
Wayleave Consent dated 07 07 1958

- **Other Reports**

Structural Report Shire Hall  
Asbestos Report

- **Photos**

Ground photography



## Drone photography

The Information Pack is available in a data room. For access, please contact Jessica Plant on 01223 459443 or, email [Jessica.plant@struttandparker.com](mailto:Jessica.plant@struttandparker.com)

## 16. Important Notice

All descriptions, photographs and plans included in the marketing information are for guidance only, and should not be relied upon as statements or representations of fact.

All measurements are approximate, and bidders are referred to the statement included with the floor plans in the Information Pack. Bidders are advised to satisfy themselves as to the correctness of the information for their own purposes by inspection or otherwise.

Strutt & Parker / BNP Paribas Real Estate for themselves and Cambridgeshire County Council cannot verify the accuracy of the floor plans and other plans contained within the information pack. Bidders are advised to satisfy themselves as to the accuracy, by inspection or otherwise.

Cambridgeshire County Council are not obliged to accept the highest or any offer received and reserves the right not to consider any offers submitted after the bidding deadline.

## 17. Contacts

For more information, please contact;

### Cambridge

**Iain Halls**      [iain.halls@struttandparker.com](mailto:iain.halls@struttandparker.com)      01223 459 465

**Jessica Plant**      [jessica.plant@struttandparker.com](mailto:jessica.plant@struttandparker.com)      01223 459 443

### London

**Nick Lyell**      [nick.lyell@realestate.bnpparibas](mailto:nick.lyell@realestate.bnpparibas)      0203 917 0850

**Alanna Peach**      [alanna.peach@realestate.bnpparibas](mailto:alanna.peach@realestate.bnpparibas)      0207 318 4794

**Louise Williams**      [louise.williams@realestate.bnpparibas](mailto:louise.williams@realestate.bnpparibas)      0207 338 4231



**BNP PARIBAS  
REAL ESTATE**

**STRUTT  
& PARKER**

## Bidding Pro Forma

**Shire Hall, Castle Street, Cambridge CB3 0AP**

### **Subject to Contract**

Bidders should complete this pro-forma together with any covering information and submit in duplicate to:

Iain Halls  
Strutt & Parker  
66-68 Hills Road  
Cambridge  
CB2 1LA  
[iain.halls@struttandparker.com](mailto:iain.halls@struttandparker.com)

Nick Lyell  
BNP Paribas Real Estate  
5 Aldermanbury Square  
London  
EC2V 7BP  
[Nick.lyell@realestate.bnpparibas](mailto:Nick.lyell@realestate.bnpparibas)

Offers should be clearly marked "Shire Hall, Cambridge – Proposal" and submitted no later than **midday on Wednesday 30<sup>th</sup> January 2019**.

Offers submitted by email by the bidding deadline should also be sent by hard copy.

<b>1</b>	<b>BIDDER DETAILS</b>	Company Name:  Company Number:  Address:    Point of Contact:  Telephone number:  Email address:  Company Website:
<b>2</b>	<b>BIDDER'S SOLICITOR</b>	Name:  Address:    Point of Contact:  Telephone number:  Email address:





3	<b>FINANCIAL OFFER</b> (including any proposals for deferred payments)	£  <u>(In words):</u>
4	<b>DEPOSIT</b>	£  <u>(In words):</u>
5	<b>PROPOALS</b>	<p>Please provide an overview of your proposals for Shire Hall, in terms of the proposed use or mix of uses, extent of new build development (if any) consents required to implement the proposals and any supporting information.</p> <p>Please also set out whether your offer includes or excludes the areas designated as Scheduled Monuments and your proposals for maintenance and enhancement, if any.</p> <p>Please also set out whether your proposal includes some or all of the car parking at the upper basement level of Castle Court, and the proposal terms. This should be set out separately from the Financial offer for the property in para 3 above.</p>



**BNP PARIBAS  
REAL ESTATE**

**STRUTT  
& PARKER**

6	<b>CONDITIONAL/ UNCONDITIONAL OFFER</b>	Please confirm whether your offer is unconditional (subject to contract only), or subject to planning.
7	<b>OTHER CONDITIONS</b>	Please confirm whether there are any other conditions, the timescales and information/process required to discharge them.





8	TENURE	Please confirm whether the offer is based on a freehold or leasehold proposal and the proposed terms that are applicable.
9	FUNDING	<p>Please confirm the source of funding for the offer and <b>please attach evidence demonstrating your ability to fund the transaction.</b></p> <p>Please confirm whether your offer is subject to valuation/debt funding.</p> <p>Has the offer been made in full knowledge of your funder? If not, what processes are required to secure their approval (including timescales).</p>
10	MARKETING INFORMATION	Please confirm that your offer is made in full knowledge of the documents provided as part of the Marketing Information.



11	<b>DUE DILIGENCE</b>	<p>Please confirm the due diligence already undertaken and details of any other assumptions and/or conditions (including any abnormal cost allowances) made when submitting your offer and what you will need to verify between acceptance of offer and exchange of contracts.</p> <p>Have you made initial contact with Cambridge City Council Planning Officers to discuss your proposals?</p>
12	<b>PLANNING &amp; SALES OVERAGE</b>	<p>Proposals for sales and planning overage are invited. Please set out details for consideration with your offer.</p>
13	<b>SECURITY ON DEFERRED CONSIDERATION</b>	<p>A satisfactory form of security will be required for any deferred consideration. Please set out details for consideration with your offer, if applicable.</p>
14	<b>APPROVALS</b>	<p>Please confirm details of your internal approval process and the level of approval submitted with your offer, together with timescales and requirements to obtain full approval to exchange of contracts.</p>



15	<b>TIMESCALES</b>	Please confirm your proposed timescales to exchange of contracts and completion, together with the discharge of any condition precedents and timing requirements for Vacant Possession.
16	<b>COSTS</b>	The Council will require an undertaking for professional costs incurred in the transaction, whether or not the matter proceeds to exchange of contracts. Please confirm your proposals for consideration.
17	<b>EXPERIENCE AND RESOURCING</b>	Please set out your experience of similar projects together with details of key personnel that will manage the project.





<b>18</b>	<b>SIGNED</b>	.....  Name.....  Date.....  Position.....
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Strutt & Parker/ BNP Paribas Real Estate  
October 2018





# Shire Hall

CASTLE STREET, CAMBRIDGE CB3 0AP





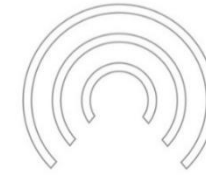
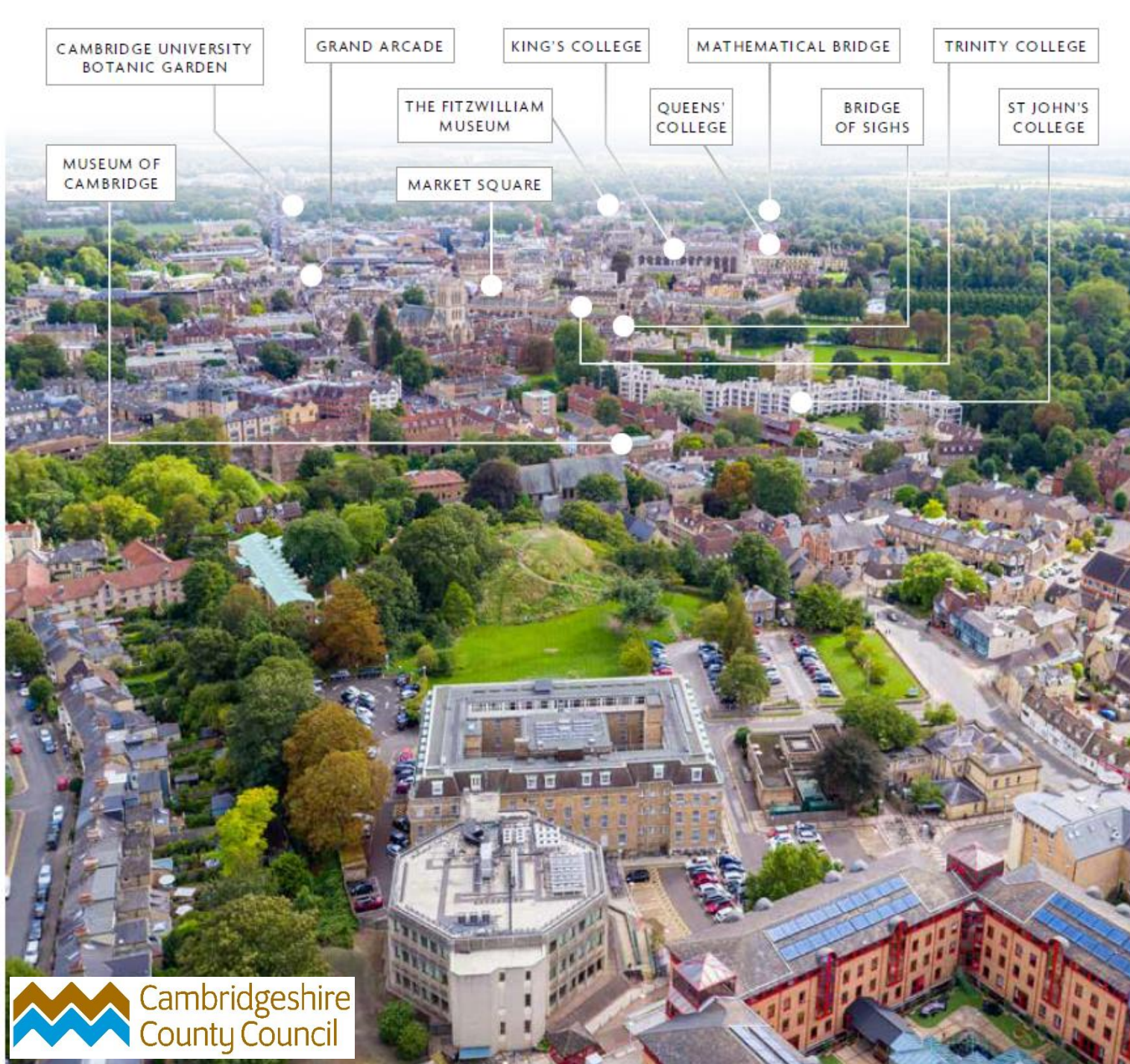
# Shire Hall

- The Shire Hall building is part of the fabric of Cambridgeshire County Council, having helped us deliver services to children, families, older people, schools and communities since the 1930s
- It is not just our most valuable asset, it is an integral part of our history, and a site we are incredibly proud of
- While the heritage is important to us, we must face up to unprecedented financial challenges
- We need to do everything in our power to reduce our operating costs, while protecting vital frontline services and supporting those who need us most
- Our preference for disposing of our long term interest in the site is in a way that will maximise the amount of annual revenue from it – however, freehold sales will be considered if the value is an attractive option to the Council.
- We are open minded about the future use of the site, and are excited about the opportunities it brings.



**Chris Malyon,**  
**Deputy Chief Executive & CFO**

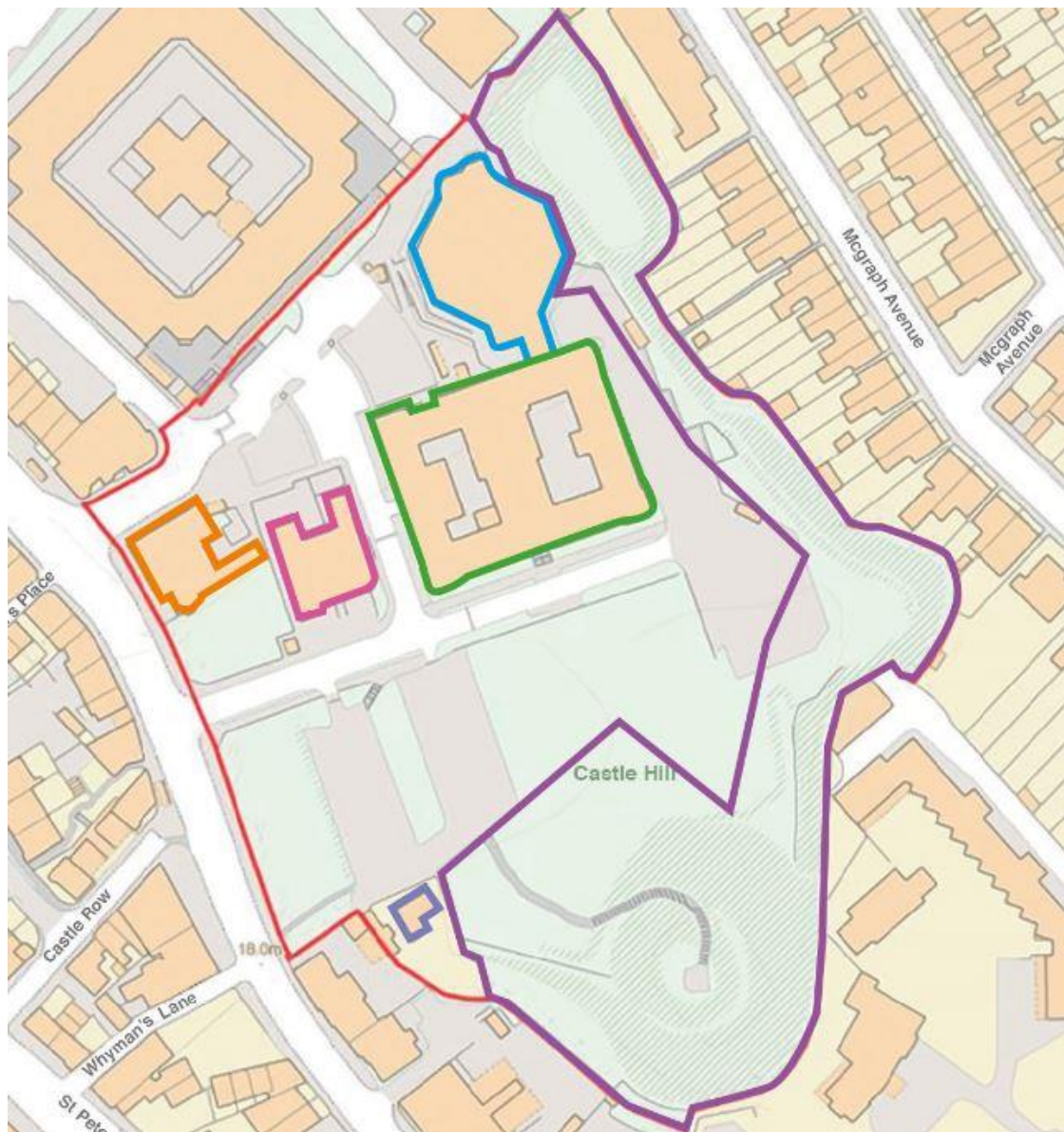




Shire Hall

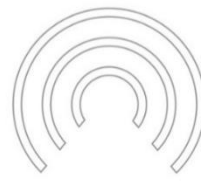
# Location





# Shire Hall

	SHIRE HALL		OLD POLICE STATION
	THE OCTAGON		42 CASTLE STREET
	CASTLE LODGE (REGISTRATION SERVICES)		SCHEDULED MONUMENTS



# Shire Hall

## Heritage

<https://www.youtube.com/watch?v=N87dTSAf3tM&feature=youtu.be>





# Planning

- The Policy Position
- Constraints
- Opportunities
- Uses





# Shire Hall

## Objectives

1. Best value for the property
2. Contractual certainty during 2019
3. Flexibility for Vacant Possession through to the end of 2020
4. Protect, manage and safeguard the future of the Scheduled Monuments





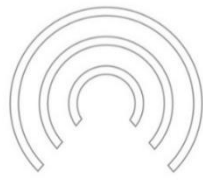
# Shire Hall

## Process and Timing

- Confirmation of interview dates: w/c Monday 7<sup>th</sup> January 2019
- Bid deadline: 12 noon Wednesday 30<sup>th</sup> January 2019
- Bid evaluation: assessment against the bidding criteria
- Interviews for shortlist of parties: w/c 4<sup>th</sup> February
- Clarifications and/or revised offers
- Inform successful party: mid-March
- Exchange of contracts: mid-2019







Shire Hall

Questions?

## **Bid Evaluation Criteria**

**Shire Hall, Castle Street, Cambridge CB3 0AP**

### **Subject to Contract**

As a pre-condition to the evaluation of bidders financial offers, the Council will assess proposals against the following criteria;

1. **Timescales:** Flexibility and timing of Vacant Possession; PASS / FAIL
2. **Experience:** Track record and level of resourcing to manage the project; PASS / FAIL
3. **Funding:** Sources and conditions of funding; PASS / FAIL
4. **Heritage:** Protection and enhancement of the heritage assets. PASS / FAIL

**The financial offer will then be assessed against the deliverability and conditionality of the proposal.**

Cambridgeshire County Council have stated a preference for a leasehold agreement, with annual income generation. However, it is recognised such an arrangement may not meet all bidders funding and operational requirements. It is further recognised there is statutory obligation to generate best value from disposal of assets and this may be achieved through a long leasehold with capital premium, freehold disposal or even a combination of tenures. Proposals are invited on all such basis and will be assessed against a requirement to achieve best value in all the circumstances.

### **Timescales & Process**

Offers are to be submitted by 12pm on Wednesday 30<sup>th</sup> January 2019 in the prescribed format.

A short list of parties will then be invited to the next stage which will comprise of an interview with Council Officers and representatives from Strutt & Parker/ BNP Paribas.

The interview dates are as follows, and confirmation of your availability is required with your proposal:

- **Wednesday 13<sup>th</sup> February 2019**
- **Thursday 14<sup>th</sup> February 2019**

Bidders will be notified no later than Friday 8<sup>th</sup> February 2019 if they have been successful with progressing to the next stage.

Following the interview process, we anticipate a period of clarification and due diligence will be necessary. A short list of parties will then be invited to present their proposals and vision for the site to Councillors. Timing and format for second stage interviews/ presentations will be confirmed to those parties shortlisted following the stage one interviews.

**Other Information**

Bidders should complete the Bidding pro-forma together with any covering information and submit in triplicate to:

Iain Halls  
Strutt & Parker  
66-68 Hills Road  
Cambridge CB2 1LA

[iain.halls@struttandparker.com](mailto:iain.halls@struttandparker.com)

Nick Lyell  
BNP Paribas Real Estate  
5 Aldermanbury Square  
London  
EC2V 7BP

[Nick.lyell@realestate.bnpparibas](mailto:Nick.lyell@realestate.bnpparibas)

Louise Williams  
BNP Paribas Real Estate  
5 Aldermanbury Square  
London  
EC2V 7BP

[Louise.williams@realestate.bnpparibas](mailto:Louise.williams@realestate.bnpparibas)

Offers should be clearly marked "Shire Hall, Cambridge – Proposal". Offers submitted by email by the bidding deadline should also be sent by hard copy.

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Strutt & Parker/ BNP Paribas Real Estate  
January 2019