

Chief Officer Decision Notice

For non-key decisions

Notice is hereby given that the following Chief Officer Decision has been made, as delegated by the Cabinet/Cabinet Member or under their delegated authority in the Council's Constitution.

1. NOTICE FOR PUBLICATION

Title of decision	Sale of Uxbridge Library, High Street, Uxbridge, UB8 1HD
Name and Title of Chief Officer(s) making the decision	Daniel Kennedy – Corporate Director of Residents Services
Directorate	Corporate Directorate of Residents Services
Reference No.	1587
Date of decision	27 November 2025
Relevant Ward	Uxbridge

Details of Decision Taken

Decision	<p>The Chief Officer agrees to:</p> <ol style="list-style-type: none">1. Acknowledge the former Uxbridge Library premises located at High Street, Uxbridge, UB8 1HD has been declared surplus to the Council's operational requirements. Cabinet authorised this in their approval Minute dated 12 September 2024.2. Approve the sale of the premises based on the Heads of Terms attached (see Appendix 1 – Part 2: confidential) at the agreed sales price subject to contract and survey. Upon completion, this is forecast to deliver a much-needed capital receipt within the current financial year.3. Note, as part of the above approval Minute, Cabinet has already granted delegated authority to the Corporate Director of Residents Services in consultation with the Cabinet Member for Corporate Services & Property to make any necessary decisions required in finalising the sale of this property.4. Note that the purchaser will be using 100% internal cash resources to fund this purchase without the need for raising any external debt finance.5. Note they propose to exchange contracts within 4 weeks of receiving full legal documentation and complete 2 weeks thereafter.6. Note the purchaser has obtained formal Board approval to proceed with this transaction on 3 November 2025.7. Approve the appointment of the Council's internal Legal team to deal with all legal matters in respect of the transfer.
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Reason for decision	<ol style="list-style-type: none"> 1) Following a 12-month period of marketing, officers decided to invite interested parties to submit their best offers for the premises by 24 October 2025. This resulted in 5 competitive bids being received with the proposed purchaser offering not only the best unconditional price but also, they are cash buyers, and their offer is only subject to survey and contract. 2) The purchaser is currently occupying premises on a lease that is due to expire shortly. Therefore, they have an immediate need to relocate to more suitable premises on a long-term basis. Hence the acquisition of this building fits in well with their operational and strategic objectives. 3) Their proposed timescale (4 weeks to exchange contracts from full receipt of full legal documentation and completion 2 weeks thereafter) is attractive and provides a much-needed capital receipt in the current Financial Year. 4) An additional benefit of bringing such a user into the former library premises is that it will increase footfall along the High Street adding increased vibrancy and vitality. 5) The underbidder is a business space operator. They also made a conditional offer subject to planning/funding although this would increase uncertainty until they successfully obtain planning consent and would defer the receipt into next financial year. There were three other competitive bids received. <p>A full schedule of bids is included at Appendix 2 that falls under Part 2: confidentiality.</p>
Alternative options considered and rejected	<p>Alternative options considered were:</p> <ol style="list-style-type: none"> 1) Accept the conditional offer from the business space operator that is subject to planning. 2) Reject all bids and continue to market the premises. 3) Do Nothing.
Factors considered	<ol style="list-style-type: none"> 1) The proposed Heads of Terms agreed with the proposed buyer. 2) Cabinet report dated 12 August 2024 approved by members on 12 September 2024 declaring the property surplus to operational requirements and authorising the open market disposal of the library. 3) Cabinet Approval Minute dated 12 September 2024. 4) The property has been exposed to the open market for 12 months giving potentially interested parties sufficient time to view the property and work up their best bids. This complies with the requirements of S123 of the Local Government Act when seeking best value in respect of property asset disposals. 5) Five competitive bids were received with the highest bid being an unconditional cash offer that is willing and able to complete the purchase in the quickest timescale being proposed. 6) The particular use of the highest bidder also benefits local people and contributes towards the wider place shaping of the High Street by adding increased footfall, vibrancy and vitality. This will also

	benefit local traders and enhance the retail environment and experience for local shoppers.
Report Author & Directorate	Richard Mortimer – Disposals Lead. Residents Services.

Legal and Finance Comments

Finance comments	<p>The proposed disposal of the former Uxbridge Library is expected to generate a significant capital receipt, based on the preferred bidder's unconditional offer. This represents the highest unconditional bid received following a 12-month open-market marketing period and satisfies the Council's statutory requirement under Section 123 of the Local Government Act 1972 to obtain best consideration reasonably obtainable.</p> <p>The purchaser has confirmed that the acquisition will be funded entirely from internal cash resources without reliance on external borrowing. This reduces the risk of transaction failure associated with third-party financing and supports a high degree of completion certainty. Their proposed timescales—exchange within four weeks of receiving the full legal pack and completion two weeks thereafter—mean that the capital receipt is forecast to be realised within the current financial year.</p> <p>The capital receipt will contribute directly to the Council's wider capital financing strategy. Specifically, it will reduce the Council's future borrowing requirement and generate ongoing revenue benefits through lower Minimum Revenue Provision (MRP) and interest costs within the General Fund.</p> <p>Disposal-related costs will include legal and agent fees associated with the transaction. These costs will be funded from the capital receipt and do not require separate budget approval. Retaining the property would result in continued holding costs, including security and business rates, and would not present a financially advantageous alternative.</p> <p>The conditional bid received (subject to planning) has been considered. While nominally higher, acceptance would introduce significant uncertainty regarding timescales and deliverability, potentially deferring the capital receipt into the next financial year and exposing the Council to planning-related risk. On balance, this would not represent a better financial outcome when set against the certainty of the preferred unconditional cash offer.</p> <p>Overall, the recommended option provides the Council with the strongest combination of value, deliverability, and financial certainty.</p>
Finance Officer name and Title	Nathaneal Winckler – Principal Accountant, Financial Planning

Legal Comments	<p>The overriding duty of the Council, when disposing of property, is to obtain the best consideration reasonably obtainable in accordance with section 123 of the Local Government Act 1972.</p> <p>It is confirmed in the body of this notice that following an invitation to interested parties to submit their best offers for the premises, 5 bids were received with the preferred bidder being a cash purchaser offering the best price therefore satisfying this best consideration requirement.</p> <p>It is confirmed that the proposed sale of the property complies with the Council's duty under section 123 of the Local Government Act 1972.</p> <p>Legal Services confirms there are no legal impediments to proceeding as recommended provided that any contract the Council enters complies with its Procurement & Contract Standing Orders. Standing Order 12 is of relevance in relation to property transactions.</p> <p>Legal relationships will be created as soon as a contract for sale is entered, and the Council will be bound by the conditions contained within it.</p> <p>All legal documentation and conveyancing work should be referred by officers to Legal Services for due consideration in order to ensure that the documentation protects the Council's position, is in accordance with any constraints in the deeds and title register, and accurately reflects the terms and conditions agreed between the Council and the purchaser.</p> <p>Further legal advice will also be given as necessary ahead of the site's disposal.</p>
Legal Officer Name and Title	Kelly Dyson – Principal Lawyer Property Planning & Contract

Appendices / report attached

List here any report / appendices / e.g. tender evaluations or other documentation to be included in support of this decision	Appendices – Not for publication.
Exempt Classification	<i>That the confidential appendix be declared as exempt from publication as it involves the disclosure of information in accordance with Section 100(A) and paragraph 3 of Part 1 of Schedule 12 (A) to the Local Government Act 1972 (as amended), in that the report contains information relating to the financial or business affairs of any particular person (including the authority holding that information) and that the public interest in withholding the information outweighs the public interest in disclosing it.</i>

Cabinet Member & other Chief Officer consultation

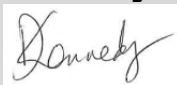
Name and Title of any other Chief Officer(s) you have consulted with and as per any delegation.	Gary Penticost – Director of Operational Assets Andrew Low – Assistant Director of Property Services
Name and Title of the Cabinet Member you have consulted, and as per any delegation	Cllr Jonathan Bianco – Member for Corporate Services & Property
Any conflicts of interest declared by the Chief Officer making this decision and/or Cabinet Member who is consulted by the officer which relates to the decision - or if dispensation by the CEO was granted to them.	N/A

Authority for this decision

Detail authority from Cabinet or under delegated authority in the Constitution / Officer Scheme of Delegations	Disposal and sale approved at Cabinet Meeting on 12 September 2024.
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2. APPROVAL

Formal approval by Chief Officer making the decision



Signed Date.....27.11.2025.....

Corporate Director of Residents Services