

## **BIDDING PROCESS: CENTRAL LIBRARY PREMISES, ABBEY SQUARE, READING**

Local voluntary organisations are invited to submit their subject to planning proposals by noon 11<sup>th</sup> September 2024. Applications and accompanying documents should be sent to:

Mark Redfern - [mark.redfearn@reading.gov.uk](mailto:mark.redfearn@reading.gov.uk)  
Social Inclusion and VCS Partnerships Manager  
Reading Borough Council  
Civic Offices  
Bridge Street  
Reading  
RG1 2LU

*Please note that it is advisable to use guaranteed post/recorded delivery to ensure that your bid reaches us on time - no late bids will be considered. NB If delivering by hand, please allow an extra 24 hours for the bid to reach us via internal post systems.*

Officers will assess bids on the basis of the value provided to Reading Borough Council of releasing the property in accordance with the Council's Third Sector Premises Policy Statement to a local voluntary organisation, based on the contribution to the Council's priorities as set out in the [Corporate Plan](#)

An application form and scoring system for bids are available from the officer contact listed below.

All bids received from the Voluntary Sector will be assessed in accordance with the delegated approval gained from Policy Committee on the 10<sup>th</sup> June 2024.

Offers on a Subject to Planning basis, for the freehold of the property are being invited, and the property is advertised, on the open market by Savills, contact details as follows:

Megan Holman - [megan.holman@savills.com](mailto:megan.holman@savills.com)  
Associate - Development  
Savills  
One Forbury Square,  
The Forbury,  
Reading, RG1 3BB

Click on this link to access Marketing Particulars

**Interested organisations should submit a bidding application form based on the following:**

### **1. Proposal for use of the property**

**Please provide an outline of your proposed use of the property and how this will benefit local council taxpayers, addressing the priorities of the Coporate Plan:**

- Safeguarding and protecting those that are most vulnerable
- Providing the best life through education, early help and healthy living

- Providing homes for those in most need
- Keeping the town clean, safe, green and active
- Providing infrastructure to support the economy
- Remaining financially sustainable to deliver these service priorities

## 2. Basis of your offer

Please state whether the offer is subject to any terms and conditions such as building survey, planning permission, 3<sup>rd</sup> party funding etc

## 3. Building summary

Please set out a summary of the building in terms of current condition, potential opportunities and suitability for your proposed use.

Please set out in sufficient detail a programme of any maintenance or improvement works you would wish to carry out at the property together with a cost summary and any related dependencies such as Local Listing, Building Regulations, Planning Permission etc.

## 4. Supporting Information

**Please complete the application form with the following information to support your bid:**

- Details of your bid offer
- Details of your organisational structure including legal status, constitution, terms of reference etc
- Audited accounts for the last 2 financial years
- Evidence of your experience in managing a property, including managing a Listed property
- Evidence of access to an experienced property manager on an ongoing basis
- A description of your current activity in Reading and how it has benefitted local communities or added value to local services
- Business Plan and budget to support your proposal specifically addressing matters relating to the proposed use and the building condition

### Legal costs

The purchaser to pay the Council's reasonable legal costs including any abortive costs should a transaction not complete

## VIEWING AND FURTHER INFORMATION

- **Viewings -**  
All viewings by block viewing appointment only with Savills - details in web link above.

- **For information on the bidding process including an Application to Bid, please contact:**

Reading Voluntary Action

The Community Place  
3rd floor, Reading Central Library  
Abbey Square  
Reading  
RG1 3BQ

Email: [info@rva.org.uk](mailto:info@rva.org.uk)

Switchboard: 0118 9372273