Please reply to:
Contact: Karen Wyeth
Service: Committee Services
Direct Line: 01784 446341
E-mail: k.wyeth@spelthorne.gov.uk
Date: 19 November 2026

Notice of meeting

Corporate Policy and Resources Committee

Date: Monday, 30 November 2026

Time: 7.00 pm

Place: Council Chamber, Council Offices, Knowle Green, Staines-upon-Thames TW18 1XB

To the members of the Corporate Policy and Resources Committee

Councillors:

J.R. Sexton (Chair)	J. Button	L. E. Nichols
C. Bateson (Vice-Chair)	D.C. Clarke	M.J. Lee
M.M. Attewell	S.M. Doran	D. Saliagopoulos
J.R. Boughtflower	R.V. Geach	J.A. Turner
M. Buck	S. Gyawali	H.R.D. Williams

Substitute Members: Councillors S.N. Beatty, H.S. Boparai, T. Burrell, K. Howkins, S.C. Mooney and K.E. Rutherford

Councillors are reminded that the Gifts and Hospitality Declaration book will be available outside the meeting room for you to record any gifts or hospitality offered to you since the last Committee meeting.

Agenda

Page nos.

1. Apologies and Substitutes

To receive apologies for absence and notification of substitutions.

2. Minutes

To confirm the minutes of the meeting held on 24 November as a correct record.

Minutes to follow

3. Disclosures of Interest

To receive any disclosures of interest from councillors in accordance with the Council's Code of Conduct for members.

4. Questions from members of the Public

The Chair, or their nominee, to answer any questions raised by members of the public in accordance with Standing Order 40.

At the time of publication of this agenda no questions were received.

5. Forward Plan **5 - 12**

To consider the Forward Plan for committee business.

6. Urgent Actions

To note those urgent actions which have been taken by the Chief Executive in consultation with the Leader since the last Corporate Policy and Resources meeting on 24 November 2026.

7. Mechanical & Electrical Plant replacement update at Sunbury Leisure Centre **13 - 26**

The Committee is asked to recommend to Council to:

1. Approve a supplementary Capital estimate as detailed in the financial appendix to undertake improvement Mechanical and Electrical Plan replacement works at Sunbury Leisure Centre,

2. Approve the procurement of a suitable contractor to undertake the Mechanical and Electoral Plant replacement, subject to the tendered price being within the approved budget tolerances,

3. Delegate authority to the Group Head of Assets, in consultation with the Chair and Vice Chair of Corporate Policy and

Resources Committee, to appoint the preferred bidder as set out in this report to undertake the Mechanical and electrical Plants works; and

4. Delegate authority to the Group Head of Corporate Governance to enter into necessary legal documentation to formalise the appointment of the contractor.

8. Disposal of a Commercial Asset **27 - 142**

The Committee is asked to:

1. Consider and agree in principle the offer and the proposed disposal,

2. Recommend that the Council:

2.1 approve the proposed disposal on the terms set out in this report,

2.2 delegate authority to the Chief Finance Officer and Group Head of Corporate Governance, in consultation with the Chair and Vice Chair of the Corporate policy and Resources Committee to agree minor variations to the Heads of Terms and adjustments to the sale price; and

2.3 delegate authority to the Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the proposed disposal.

9. Disposal of Elmsleigh Shopping Centre, Staines **143 - 180**

The Committee is asked to:

1. Consider and agree in principle the offer and the proposed disposal,

2. Recommend that the Council:

2.1 approve the proposed disposal on the terms set out in the report,

2.2 delegate authority to the Chief Finance Officer and Group Head of Corporate Governance, in consultation with the Chair and Vice chair of the Corporate Policy and Resources Committee, to agree minor variations to the Heads of Terms and adjustments to the sale price; and

2.3 delegate authority to the Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the

proposed disposal.

10. Exclusion of Public & Press (Exempt Business)

To move the exclusion of the Press/Public for the following items, in view of the likely disclosure of exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006.

11. Variation of Terms and Disposal of a Commercial Asset **181 - 348**

The Committee is asked to:

1. Consider the proposed terms for a) an agreement to surrender and b) a disposal, as set out in the report (detailed in Appendices 2 & 3),

2. Recommend that the Council:

2.1 approve a), the agreement to surrender terms and b), disposal terms, as set out in the report,

2.2 delegate authority to the Chief Finance Officer and the Group Head of Governance, in consultation with the Chair and Vice Chair of the Corporate Policy and Resources Committee, to agree minor variations to either set of Heads of Terms and adjustments to the pricing; and

2.3 delegate authority to the Group Head of Corporate Governance to enter into legal documentation to complete a) the agreement for surrender and b) the disposal and any ancillary legal documentation required in relation to both proposed transactions.

Spelthorne Borough Council
Services Committees Forward Plan

This Forward Plan sets out the decisions which the Service Committees expect to take over the forthcoming months.

Please direct any enquiries about this Plan to CommitteeServices@spelthorne.gov.uk.

Published on 18 November

Published on 18 November 2026

Spelthorne Borough Council

Service Committees Forward Plan and Key Decisions for 1 December 2026 to 31 March 2027

Anticipated earliest (or next) date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 24 11 2026	BCP/ER - Governance Assurance	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 24 11 2026	Q2 Capital & Revenue Monitoring Report	Non-Key Decision	Public	Altin Bozhani, Interim Deputy Chief Finance Officer
Corporate Policy and Resources Committee 24 11 2026	Procurement of a Revenues & Housing Benefit System	Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Corporate Policy and Resources Committee 24 11 2026	Q2 2026/27 Performance Report	Non-Key Decision	Public	Sandy Muirhead, Group Head - Commissioning and Transformation
Corporate Policy and Resources Committee 24 11 2026 Council 10 12 2026	Improvement and Recovery Plan Progress Update	Key Decision	Public	Gordon Mitchell, Interim Chief Executive

Published on 18 November 2026

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 30 11 2026 Council 03 12 2026	Disposal of a Commercial Asset	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 30 11 2026 Council 03 12 2026	Disposal of Elmsleigh Shopping Centre, Staines	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 30 11 2026 Council 03 12 2026	Variation of Terms and Disposal of a Commercial Asset	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 30 11 2026 Council 10 12 2026	Mechanical & Electrical Plant replacement update at Sunbury Leisure Centre	Key Decision	Part public/part private	Coralie Holman, Group Head - Assets
Corporate Policy and Resources Committee 30 11 2026	Procurement of MRI System (Council Tax/Business Rates)	Key Decision	Private	Sandy Muirhead, Group Head - Commissioning and Transformation

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 18 01 2027	Eclipse Leisure Centre Capital Outturn	Non-Key Decision	Public	Altin Bozhani, Interim Deputy Chief Finance Officer, Terry Collier, Deputy Chief Executive, John Harris, Building Surveyor
Corporate Policy and Resources Committee 18 01 2027	Mid-Year Treasury Management Strategy	Key Decision	Public	Altin Bozhani, Interim Deputy Chief Finance Officer, Terry Collier, Deputy Chief Executive
Corporate Policy and Resources Committee 18 01 2027	Appointment of New Director for KGE	Key Decision	Public	Russell Davis, Property Account Manager
Corporate Policy and Resources Committee 18 01 2027	Procurement and Contract Management - Governance Assurance	Non-Key Decision	Public	Linda Heron, Group Head - Corporate Governance, Monitoring Officer, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 18 01 2027 Council 25 02 2027	Future of Knowle Green Estates	Key Decision	Private	Terry Collier, Deputy Chief Executive
Corporate Policy and Resources Committee 18 01 2027	Fraud - Governance Assurance	Non-Key Decision	Public	Linda Heron, Group Head - Corporate Governance, Monitoring Officer, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 08 02 2027	Cyber Resilience - Governance Assurance	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive, Alistair Corkish, ICT Manager

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 08 02 2027	Spelthorne Housing Delivery Programme	Key Decision	Public	Leigh Street, Projects Officer
Corporate Policy and Resources Committee 08 02 2027 Council 25 02 2027	Improvement and Recovery Plan Progress Update	Non-Key Decision	Public	Gordon Mitchell, Interim Chief Executive
Corporate Policy and Resources Committee 08 02 2027	IRP Delivery - Governance Assurance	Non-Key Decision	Public	Linda Heron, Group Head - Corporate Governance, Monitoring Officer, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 08 02 2027	Organisational Resilience - Governance Assurance	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 08 02 2027	Procurement and Contract Management - Governance Assurance	Non-Key Decision	Public	Linda Heron, Group Head - Corporate Governance, Monitoring Officer, Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 08 02 2027	Programme and Change Management - Governance Assurance	Non-Key Decision	Public	Lee O'Neil, Deputy Chief Executive
Corporate Policy and Resources Committee 08 02 2027	Q3 Capital & Revenue Monitoring Report	Non-Key Decision	Public	Altin Bozhani, Interim Deputy Chief Finance Officer

Date of decision and decision maker	Matter for consideration	Key or non-Key Decision	Decision to be taken in Public or Private	Lead Officer
Corporate Policy and Resources Committee 08 02 2027	Corporate Policy and Resources Committee KPI Update	Key Decision	Public	Dan Dredge, Control and Systems Manager

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Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

Stage 1
Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	No	
Relevant Group Head review	N/A	
MAT+ review (to have been circulated **at least 5 working days before Stage 2**)	Yes	23/10
This item is on the Forward Plan for the relevant committee		
	Reviewed by	
Finance comments (circulate to Finance)	AB	29/10/26
Risk comments (circulate to Lee O'Neil)		
Legal comments (circulate to legal@spelthorne.gov.uk)	LH	23/10/26
HR comments (if applicable)	N/A	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.

Do not forward to stage 2 unless all the above have been completed.

Stage 2
Report checklist – responsibility of report owner

ITEM	Completed by	Date rec'd
Monitoring Officer commentary – at least **5 working days before MAT**	L Heron	26/10/26
S151 Officer commentary – at least **5 working days before MAT**	T.Collier	30/10/26
Commissioner engagement		
	Delete as applicable:	Comments in S. 7
Relevant MAT member sign-off		
Report reviewed by Management Team		

Corporate Policy and Resources Committee

Monday 30th November 2026

Title	Replacement of Mechanical & Electrical Plant at Sunbury Leisure Centre
Purpose of the report	To make a recommendation to Council
Report Author	Coralie Holman – Group Head Assets
Ward(s) Affected	All Wards
Exempt	Main Report – No Appendices - Yes
Exemption Reason	The appendices contain exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to information) (Variation) Order 2006 Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in any contract or other type of negotiation with a prospective purchaser who could then know the position of the Council.
Corporate Priority	Community Environment and Services
Recommendations	**Committee is asked to:** Recommend to Council to: 1) Approve a supplementary Capital estimate as detailed in the financial appendix to undertake improvement Mechanical and Electrical Plant replacement works at Sunbury Leisure Centre. 2) Approve the procurement of a suitable contractor to undertake the Mechanical & Electrical Plant replacement, subject to the tendered price being within the approved budget tolerances. 3) Delegate authority to the Group Head of Assets in consultation with the Chair and Vice Chair of Corporate

	Policy and Resources Committee to appoint the preferred bidder as set out in this report to undertake the Mechanical and Electrical Plant works. 4) Delegate Authority to the Group Head of Corporate Governance to enter into necessary legal documentation to formalise the appointment of the contractor
Reason for Recommendation	The replacement Mechanical and Electrical Plant works at Sunbury Leisure Centre, will not only enhance the operation of the facility but are also a contractual requirement under the Leisure Operator Contract between the Council and Places for People.

1. Executive summary of the report

What is the situation	Why we want to do something
• The Mechanical and Electrical plant (MEP) at Sunbury Leisure Centre is over 30 years old and is considered obsolete • As part of the procurement for a new leisure centre operator the Council undertook to replace the aged MEP • Procurement of a contractor for this work was delayed as the Decarbonisation project works, needed to be complete, prior to MEP replacement works commencing. • There is Capital Programme provision of £1m currently for the works • The Decarbonisation project concluded much later than anticipated, during this time the scope of work needed to progress the MEP replacement significantly increased, and the tender returns were much greater than the capital budget approved in 2024.	• If the works are not undertaken the Council may be in breach of the Leisure Operator Contract • If the aged equipment is not replaced it is at risk of failing and this could result in parts or all of Sunbury Leisure centre having to close for long periods of time causing reputational damage and generating potential loss of income claims from the operator
This is what we want to do about it	These are the next steps

• Seek a supplementary capital estimate approval to allow the project to be re-tendered and works to commence.	• Identify a preferred contractor and enter into a contract for the works to be carried out as soon as possible.

2. Key issues

2.1 Under the terms of the Leisure operator contract (LOC) with Places for People the Council are contractually required to undertake Mechanical and Electrical Plant (MEP) replacement works. A report was brought to Corporate Policy and Resources Committee and then Council in December 2024, where approval was obtained to progress Mechanical and Electrical Plant (MEP) replacement works at Sunbury Leisure Centre.

2.2 The existing MEP at Sunbury is over 30 years old and consultants have advised cannot be replaced on a like for like basis, predominantly because the size, configuration and functionality of MEP equipment has significantly changed over the last 30 years

2.3 Works were due to be completed by September 2025, with a 9 month works programme, which resulted in the initial scope of works undertaken to inform the December 2024 budget approval, not being as comprehensive as the now known information is.

2.4 The commencement of the tender process to select a contractor was delayed due to an interconnected decarbonisation project, over running by a significant period. Whilst frustrating this in turn has proven beneficial as the work undertaken as part of the decarbonisation project has provided a greater depth of knowledge resulting in the need for additional and more comprehensive work to replace the MEP and ensure the Leisure Centre continues to remain in a fully operational condition.

2.5 When the MEP replacement work was tendered in summer this year, there was a limited tender response and the two tenders received were significantly above the 2024 approved capital budget. Since the tender returns were received Officers working with the appointed specialist M&E consultant has undertaken a detailed validation exercise to understand the huge increase in the cost of works from the estimated cost in late 2024.

2.6 The MEP systems are core building services infrastructure that the operation of the leisure centre depends upon. The increased scope will infrastructure is replaced that is reaching the end of its operational life and reduces the increasing reliance on reactive repairs, temporary fixes and emergency interventions.

2.7 Undertaking the works now allows the Council to manage this replacement in a planned and controlled manner, reducing the risk of service disruption, unplanned failures, escalating maintenance costs, and potential closure of parts of the facility. In officers' view, this should be considered routine lifecycle investment in critical building infrastructure rather than discretionary improvement works.

2.8 Appendix 1 sets out an indicative summary of the principal factors that have contributed to the cost increase from the original estimated cost in late 2024. The costs predominantly relate to items of work that were not considered to be necessary at the time of forecasting the original budget need. Works relating to the decarbonisation project have enabled a more detailed level of understanding of the project/systems via subsequent investigation, testing, validation and improved asset information highlighting areas that were not sufficiently understood when the preliminary 2024 budget was prepared. This resulted in work being rescoped in a more itemised way. Works originally were specified on dilapidations data available but now have been verified by further testing and validation.

2.9 The updated scope does not represent a premium or enhanced specification but has been developed around the minimum works considered necessary to replace end-of-life infrastructure and maintain safe operation of the facility. The M&E consultant has also completed a detailed assessment of the tender returns, tender clarifications and post-tender responses received from the market. This additional exercise was undertaken to establish whether there was a realistic opportunity to deliver the developed scope for materially less cost than the current tendered position. The conclusion being the increased budget is necessary to deliver the correct level of investment into the centre to ensure its continued reliable operation for the foreseeable future.

2.10 In practical terms, reducing the scope now would defer expenditure rather than avoid it. It would also likely increase the overall cost to the Council, as the remaining works would need to be delivered through future phases, with repeated contractor mobilisation, access requirements, commissioning activities, and disruption to the operation of the centre.

2.11 The Council's M&E consultant has confirmed, the scope does not represent a premium or enhanced specification. The scope has been developed around what they consider to be the minimum works necessary to replace end-of-life infrastructure, maintain safe operation of the leisure centre and provide a maintainable long-term solution.

2.12 To enable the project to be progressed and contractual obligations to be fulfilled this report seeks to obtain approval for the increased budget set out in Appendix 2, together with approval to undertake a procurement exercise to select a contractor to undertake the work as soon as possible.

3 Options appraisal and proposal

3.1 Option 1 - **It is recommended** this Committee approve a recommendation to Council to agree a supplementary capital estimate to increase the budget to that set out in Appendix 2, to enable works to commence to undertake the replacement MEP works at Sunbury Leisure Centre.

3.2 Option 2 – look to progress a reduced scope of work aligned to the originally approved capital budget in December 2024. This is not recommended as it is likely to result in on-going works being required to the MEP and may result in Places for People claiming against the Council for losses, if the centre is closed for long periods of time. This option is not recommended.

3.3 Option 3 – Do not progress any of the MEP works at Sunbury Leisure Centre. This is not recommended as the Council would be in breach of its contractual obligations to Places for People and may find the aged plant at Sunbury Leisure Centre fails resulting in the swimming pool or other elements of the centre having to close for even greater periods of time. This is likely to result in a much greater claim for losses from Places for People for loss of income plus reputational damage for the Council.

4 Risk implications

4.1 If the budget is not approved and the existing MEP fails, this raises the possibility of Places for People making a claim for losses incurred, due to loss of income where the centre must be closed for public use.

4.2 The services of a specialist consultant have been procured to manage the works on behalf of the Council due to the specialist technical nature and to provide close supervision and careful programming and monitoring to ensure there are no delays. The consultant costs are included within the budget request as shown in Appendix 1.

4.3 Service continuation/Sunbury LC closures – the existing MEP is approaching the end of its lifespan and in the event of a breakdown or failure there is a risk that the leisure centre will not be able to operate as repairs may not be a viable option. This risk is managed by the ongoing maintenance regime until the replacement works are completed.

4.4 Project Management - the project will be managed using the Council's project management methodology, which is broadly based around Prince 2 Project Management and quarterly updates will be provided to the Chair and Vice Chair of CPRC. Project documentation includes a project Initiation document and programme. Once commenced further documents to include a project risk log, project progress, budget monitoring and other relevant matters will be produced and made available on the project dashboard.

4.5 If works are not undertaken within the short term and needed to be undertaken longer term, which may be to fulfil obligations for yielding up the premises in good repair at the end of the lease in 2036 or because the current equipment has failed and needs to be replaced as an emergency following centre closure, the additional budget may not be sufficient to meet the cost of the work due to inflation and other economic factors impacting pricing.

4.6 If the works are not undertaken soon this could cause Health & Safety issues at the centre, specifically around ensuring the correct temperatures can be maintained for staff and users of the centre, in offices, reception and specific facilities i.e. water temperature in the pools. In addition, the MEP equipment also deals with extraction with the centre as well as heating and ensures elevated humidity is not a concern whilst exercising in the gym, studios and sports hall.

5 Financial implications

5.1 The Council has approved a capital budget of £1.000m for the replacement of the Mechanical and Electrical (M&E) Plant at Sunbury Leisure Centre, funded

from capital grant. The 2026/27 Quarter 2 forecast assumes expenditure of £0.046m in 2026/27, with the remaining £0.954m slipped into 2027/28.

5.2 Following detailed condition surveys, validation work and the receipt of tender returns, the estimated cost of the project has increased significantly above the approved budget. As a result, a supplementary capital estimate is required (details included in Appendix 2) to enable the Council to meet its contractual obligations and replace critical end-of-life infrastructure.

5.3 Failure to proceed with the works would expose the Council to increasing reactive maintenance costs, further inflationary pressures, potential compensation claims from the leisure operator, and the risk of unplanned facility closures. The expenditure should therefore be regarded as an essential lifecycle investment that supports continued service delivery and protects the Council's longer-term financial interests.

5.4 The supplementary capital requirement will be funded from capital receipts generated through the Council's asset rationalisation programme. The use of these receipts will reduce the level of unallocated capital receipts available to support future capital financing requirements. Consequently, fewer capital receipts will be available to repay external borrowing, resulting in a higher level of PWLB debt outstanding and an associated increase in the Council's interest payable budget from 2027/28 onwards.

6 Legal comments

6.1 Pursuant to section 111 of the Local Government Act 1972 and the general power of competence under section 1 of the Localism Act 2011, the Council has suitable powers to enter into the proposed contract.

6.2 Council’s Contract Standing Orders (Part 4(e) of the Constitution) must be considered and complied with in the selection of the preferred contractor.

6.3 Legal Services (g.legal@spelthorne.gov.uk) will provide advice and assistance with the review and negotiation of the contract terms and conditions and any other associated documentation as necessary.

6.4 Sunbury Leisure Centre is held by the Council on a lease from Sunbury Manor School. Legal Services will liaise with the landlord in the event the lease requires the landlord’s consent to the proposed works.

6.5 The Council has granted a sublease of Sunbury Leisure Centre to the current operator, Places for People Leisure Management Ltd; the sublease reserves suitable rights to carry out the proposed works which mitigates a risk of a claim from and / or the need to enter into a supplemental arrangement with the operator.

Corporate Implications

7 Commissioners’ comments

7.1 Commissioners support the recommendations of this report.

8. S151 Officer comments

8.1 The S151 Officer confirms that all relevant financial implications have been set out. For the reasons explained in the report, it is necessary for the Council to replace old MEP at the Centre. This does mean that the Council will not be able to reduce its outstanding debt by quite as much as it is seeking. West Surrey Council has been made aware of this capital expenditure requirement.

9. Monitoring Officer comments

9.1 In view of the value of this project, authority to make final decision is reserved to Council.

9.2 There are no specific legal concerns arising from the recommendations in this report provided the proposed procurement is conducted in accordance with the Council's Contract Standing Orders and all applicable legislation, and an appropriate contract is in place prior to the commencement of the works.

10. Procurement comments

10.1 The works contract will be procured in line with the Council's contract procedure rules. The Procurement Team will assist throughout.

11 Equality and Diversity

11.1 Whilst there are no direct equality and diversity issues arising from this work, Equality and diversity in a leisure centre means ensuring all people regardless of background, identity, or physical ability, can access, use, and enjoy facilities fairly and without discrimination

12. Sustainability/Climate Change Implications

12.1 As part of the procurement process, the selection criteria prescribe contractors to demonstrate processes which minimise the environmental impact of their services.

12.2 Additionally, replacing MEP installations at Sunbury Leisure Centre with energy-efficient technologies have many environmental benefits, including reduction in carbon footprint and greenhouse gas emissions.

12.3 Any Mechanical and Electrical Plant that can be retained will be, but wherever replacement is required, removed plant will be recycled where possible; at the current time we do not have sufficient information to provide clarity on what elements can or can't be recycled. New equipment will reduce the green house emissions and carbon footprint of the building further.

13. LGR / other considerations

13.1 If the Council does not carry the works out then this could create reputational risk, from the potential of the Council being in breach of its contract with Places for People and also from failing equipment that cannot easily be repaired resulting in lengthy closures of some or all of Sunbury Leisure Centre.

13.2 The length of closures cannot be qualified as this will depend on the element of MEP that fails, the availability of suitable parts to undertake repairs. As outlined earlier in the report, much of the equipment is considered obsolete as

well as being dated, hence it is not anticipated sourcing parts to replace the aged equipment will be straightforward.

13.3 The Council has made the West Surrey Interim S151 Officer aware of this proposal, and the reasons for it.

14. Timetable for implementation

14.1 As soon as possible

15. Contact

15.1 Coralie Holman Group Head Assets c.holman@spelthorne.gov.uk

Background Papers: CPRC and Council MEP report dated 9th December 2024

Appendix 1 – Factors contributing to the increased cost of MEP replacement
Appendix 2 – Financial Budget request

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By virtue of paragraph(s) 3 of Part 1 of Schedule 12A
of the Local Government Act 1972.

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of the Local Government Act 1972.

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Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

Stage 1
Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	N	
Relevant Group Head review	N/A	
MAT+ review (to have been circulated **at least 5 working days before Stage 2**)	Yes	29/10
This item is on the Forward Plan for the relevant committee		
	Reviewed by	
Finance comments (circulate to Finance)	AB	30/10/26
Risk comments (circulate to Lee O'Neil)	LO	30/10/26
Legal comments (circulate to legal@spelthorne.gov.uk)	LH	29/10/26
HR comments (if applicable)	N/A	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.
Do not forward to stage 2 unless all the above have been completed.

Stage 2
Report checklist – responsibility of report owner

ITEM	Completed by	Date rec'd
Monitoring Officer commentary – at least **5 working days before MAT**	L Heron	29/10/26
S151 Officer commentary – at least **5 working days before MAT**	T. Collier	30/10/26
Commissioner engagement	B.Scarr	09/11/26
		Comments in S. 7
Relevant MAT member sign-off		
Report reviewed by Management Team		

Corporate Policy & Resources Committee

Monday 30th November 2026

Title	Disposal of a Commercial Asset
Purpose of the report	To make a decision and a recommendation to Council
Report Author	Coralie Holman – Group Head Assets
Ward(s) Affected	All Wards
Exempt	Report and Appendix 4 – No Appendices 1-3 - Yes
Exemption Reason	Appendices 1-3 (inclusive) contain exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to Information) (Variation) Order 2006 Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in any contract or other type of negotiation with a prospective purchaser who could then know the position of the Council
Corporate Priority	Resilience
Recommendations	**Committee is asked to:** 1. Consider and agree in principle the offer and the proposed disposal; 2. Recommend that the Council: 2.1 Approve the proposed disposal on the terms set out in this report; and 2.2 Delegate authority to the Chief Finance Officer and Group Head of Corporate Governance, in consultation with Chair and Vice Chair of Corporate Policy and Resources Committee to agree minor variations to the Heads of Terms and adjustments to the sale price; and 2.3 Delegate authority to Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the proposed disposal.
Reason for Recommendation	Agreement to the recommendations in this report will enable the approved Asset Rationalisation Programme to be progressed

	towards achieving the agreed target level of sales receipts by 31st March 2027.

1. Executive summary of the report

What is the situation	Why we want to do something
• The Council approved an asset rationalisation programme in December 2025. • Disposal of the asset has previously been agreed by Full Council. • Previously proposed disposal options have not progressed, and the site has been re-marketed. • The Red Book valuation supports the offer price	• The recommendation in this report implements relevant work required to further asset rationalisation
This is what we want to do about it	**These are the next steps**
• Progress the disposal of a key asset within Spelthorne, to generate a capital receipt and de-risk the Council's future ownership of the site.	• If approved in principle by Corporate Policy and Resources Committee, it will be presented to Council on 3rd December 2026 for final approval

2. Key issues

Background

2.1 Following the Council's decision in December 2025 to implement a commercial asset rationalisation plan, Knight Frank, a leading real estate agency, were appointed following a procurement exercise, to advise the Council on its asset rationalisation proposals and undertake the marketing of selected assets for disposal.

2.2 Knight Frank undertook a comprehensive review of all the Council's commercial assets and provided advice centred around a phased disposal programme to ensure best consideration (which is the requirement under s.123 of the Local Government Act 1972) would be achieved for each disposal. Consideration was given to the property specifics of each asset in terms of tenant profiles, security of income, forthcoming lease expiries and the level of vacant space within a building. These criteria were used and considered against the property market conditions and current investor preferences and risk, which in turn identified suitable assets for inclusion in the phase 1 disposals.

2.3 This asset, Summit Centre, Sunbury was previously approved for disposal in March and September 2025, then July 2026, however the sales did not complete, and the site was remarketed during September and October 2026,

where further offers to purchase the site were received as detailed within this report.

Asset Performance

2.4 The Summit Centre was acquired in September 2019 as part of the Council's commercial property assets acquisition programme, which intended to realise additional income for the Council to fund discretionary front-line services. The Summit Centre has been identified as an underperforming asset. In the financial year to 31 March 2026, it negatively contributed to the revenue budget with the property income insufficient to cover the operating and financing costs. This asset has seen a significant fall in value since acquisition in 2019.

2.5 The Summit Centre remains largely vacant, with a further tenant vacating the site in January 2027, increasing vacant space on the site to 29,750 sq ft. In addition, this results in further vacant holding costs for the Council covering Service charge and Business rates, which places further pressure on the revenue budget of this Council and from 1st April 2027, West Surrey Council. Due to the condition and configuration of the accommodation, the units are considered unlettable even with substantial capital investment.

2.6 In summary, The Summit Centre comprises a mix of two-storey office buildings and a terrace of small industrial units. The industrial units are let to local occupiers on flexible lease terms, and we have a charity occupying a unit. The site is 4.49 acres and contains 2 freehold interests outside Spelthorne Council's ownership. As a result of these 2 owner occupiers, it is unlikely that the site would be suitable for alternative uses other than light industrial. It is also zoned for employment land and sits close to the busy A306 which becomes the M3.

2.7 Due to the condition, configuration and fragmented layout of the buildings within the asset, it has always been anticipated the site would be sold for redevelopment opposed to continued use of the existing buildings as an investment opportunity.

Market Conditions, Marketing and Bids Received

2.8 A marketing brochure has been prepared and was circulated to interested parties; the target disposal price was £13-15m. Inspection days were set up to allow all interested parties to view the asset, and all were given access to a virtual data room, which contained all relevant information about the asset.

2.9 Open marketing of this asset took place over 5 weeks and generated interest from 14 parties all of whom identified industrial redevelopment as the preferred end use. Seven parties undertook a detailed review of the opportunity, including site inspections, to assess the development potential and likely scale of redevelopment that could be achieved. Offers were received from 2 parties.

2.10 Whilst both offers are significantly below the previous offers, the market has been subject to significant headwinds since Quarter 1 2026 with higher borrowing costs, economic uncertainty coupled with softer occupier demand. Ongoing geopolitical instability, including the conflict in the Middle East and its potential impact on energy prices, supply chains and wider economic confidence, has further contributed to a more risk-averse investment environment.

2.11 As a result of wider economic conditions, more complex development opportunities, particularly those without planning consent have become less attractive, with investors increasingly favouring income-producing assets and development schemes that offer a clearer route to execution and value creation.

2.12 The Council commissioned an independent RICS Red Book Valuation to ensure a disposal at the recommended level still reflects current market value. The valuation which can be seen in confidential Appendix 1 confirms this to be the case. In addition, financial modelling has been undertaken on the level of offers received and shows a sale at the recommended level remains the financially preferable option due to the high void costs being incurred in addition to the financing costs. Heads of Terms for the proposed sale can be found in confidential Appendix 2 of this report.

3 Options appraisal and proposal

3.1 Option 1 – Agree the offer in principle and recommend to Council for approval (recommended)

The marketing of an asset is the best way to determine its realisable value, therefore based on the circumstances set out above, the disposal price is expected to be the highest price the Council will achieve for the asset. This is supported by a recommendation from Knight Frank and the independent Red Book valuation.

3.2 Option 2 – Decline the offer and continue to market the property

Further marketing is not expected to achieve a higher sale price. Knight Frank, the Council's appointed agent, have approached other parties, as outlined above. There is no evidence to support a higher sale price if we continue to market for a longer period. This option is not recommended.

3.3 Option 3 – Hold the property

This option is not recommended as the holding costs for the Property are estimated to be £600,000 pa. In addition, the site has the potential to become a management liability as it is prominent, close to main roads and easy for vehicle abandonment and travellers whilst the vacant buildings will become targets for the theft of copper, as already seen at vacant Council owned sites. The site would need to be maintained to preserve access to the other freeholders, therefore all roads into the site need to be maintained and cannot easily be blocked off to prevent anti-social abuse of the estate.

4 Risk implications

4.1 The Council's appointed advisers, Knight Frank and Clyde & Co, will undertake the mandatory money laundering checks on the prospective purchaser and any person of significant control within the company. The buyer has been professionally advised and has a UK based solicitor. We have no concerns over the intention or commitment of the buyer, however, until contracts are

exchanged, as with any disposal the legal process proceeds at risk of going abortive. To mitigate this risk the sale process will be monitored by the Asset Management Team and Knight Frank.

4.2 The sale is subject to the legal due diligence process, a satisfactory report on title and an agreed contract. The Council's external legal advisers Clyde & Co will draft the sale contract and ensure all legal compliance. It is possible that an issue of concern to the purchaser is raised during the legal process which may result in the purchaser reducing their offer or withdrawing completely.

4.3 Not progressing a sale now may result in the site being subject to additional council resources both in terms of financial and management to address on-going anti-social behaviour, which for the reasons set out in the report are difficult to prevent.

5 Financial implications

5.1 The proposed disposal is consistent with the Council's approved Asset Rationalisation Programme and supports the delivery of the Medium-Term Financial Strategy. The asset has generated a negative financial return in recent years, with rental income insufficient to meet operating, holding and financing costs, and if retained will continue to do so. In addition, increasing vacancy levels are expected to place further pressure on the revenue budget through higher business rates, service charge and property management costs.

5.2 Although the proposed sale price is lower than previous offers received, the Council has obtained an independent RICS Red Book valuation which confirms that the offer reflects current market conditions and represents best consideration reasonably obtainable. Financial modelling undertaken by officers demonstrates that disposal of the asset provides a more favourable long-term financial outcome than continued ownership, when ongoing holding costs, void costs and financing costs are considered

5.3 The capital receipt generated from the disposal will support the Council's debt reduction strategy. Applying the receipt to reduce borrowing will lower the Capital Financing Requirement and reduce future Minimum Revenue Provision (MRP) charges, generating recurring revenue budget savings. The disposal will therefore improve the financial resilience of both the Council and the future West Surrey Council and reduce the risk of additional savings requirements in future years.

6 Legal comments

6.1 Further to sections 120-123 of the Local Government Act 1972, the Council has the powers to acquire and dispose land and property subject to complying with the certain statutory requirements, one of which is securing the best consideration that can reasonably be obtained. To satisfy the best consideration requirement, an independent valuation and advice are strongly advisable.

6.2 Any disposal will be subject to the terms of the contract, transfer and any other necessary legal documentation. The Council's in-house Legal Services will support the sale with external legal advice.

6.3 Failure to obtain best consideration from the proposed disposal may expose the Council to risk of legal challenge by way of a judicial review which will result in substantial legal costs and reputational damage.

6.4 In accordance with part 3(b) of the Constitution decisions on freehold disposal of investment assets are within the remit of Corporate Policy and Resources Committee. In view of the wider budgetary implications and the impact of each capital receipt on the Council's Treasury Management Strategy, this disposal is referred to Council for final approval.

Corporate Implications

7 Commissioners' comments

7.1 Commissioners strongly support the recommendations of this report, as they

- align with the directions issued to the Council by the Secretary of State on 8 May 2025;
- align with the principle of asset rationalisation agreed by Council on 17 November 2025;
- deliver on the principles underpinning the 26/27 budget and mitigate the risk of needing to make further savings during the current financial year; and
- support the delivery of the MTFS and the sustainability of West Surrey Council and therefore reduce the risk to West Surrey residents of future cuts to services

8. S151 Officer comments

8.1 As the report sets out, the Council has a statutory Best Value Direction, requiring it to rationalise its commercial assets portfolio, to protect the medium-term financial sustainability of the Council/West Surrey. This will enable capital receipts to be generated which can be applied to pay down external debt, reduce CFR and in turn reduce further years' MRP charges to the Revenue Budget. This proposal is line with the Direction**.** Whilst the offer is less than the previous offer, as the report highlights the market has deteriorated since the previous offer. Importantly, given the site, due to its void costs, is making an annual loss each year, even before financing costs, disposing of the asset at the offer price will produce a significant saving over the next 10 years for West Surrey. As set out above the Red Book valuation supports the disposal offer price. The S151 Officer therefore strongly supports the recommendation to accept the offer.

9. Monitoring Officer comments

9.1 The Monitoring Officer has been consulted on this report and confirms that subject to the matters set out in the report, and provided that all applicable statutory requirements (including Best Value Directions of May 2025) have been addressed and proper process is followed, the proposal can be considered legally compliant.

10. Procurement comments

10.1 There are no procurement implications arising directly from the recommendations in this report.

11 Equality and Diversity

11.1 There are no direct equality and diversity issues arising from a property disposal as the sale doesn't impact the current operation of or occupiers of the asset. The marketing, viewing and bidding process was undertaken ensuring there was no discrimination against prospective buyers.

12. Sustainability/Climate Change Implications

12.1 The buildings forming the asset have varying EPC ratings, which comply with The Energy Performance of Buildings (England and Wales) Regulations 2012.

13. LGR / other considerations

13.1 Not disposing of this asset in 2026/27 would have significant financial implications for the new West Surrey Council in terms of not reducing its MRP in line with the current MTFS projections and thereby increasing revenue budget costs because of higher financing costs. In turn this will mean the reserves Spelthorne will be passing across to West Surrey will be used up more rapidly. This would prejudice the financial resilience of West Surrey Council and would have a significant impact on West Surreys' budget setting. Consequently, this is very likely to adversely affect their ability to continue to maintain services currently provided by Spelthorne Borough Council.

13.2 This property is anticipated to provide a negative contribution to the Council's/West Surrey's revenue budget over the next six years.

13.3 Statement from West Surrey Council: Spelthorne council has provided its MTFS and financial information to West Surrey to assist it with the development of the MTFS and budget 2027/28. That information is based on implementing the asset disposal strategy agreed by Spelthorne Council in December 2025. It is vital to the financial position of West Surrey that this disposal strategy is delivered to avoid any unfunded liabilities being passed onto West Surrey. Any delays in disposals will add to the financial challenges faced by West Surrey and to avoid this we would fully support Spelthorne council agreeing the disposal of all assets identified in the disposal programme. Minimizing the debt that is transferred to West Surrey will be a great help as we consider how to maintain local services.

14. Timetable for implementation

14.1 If recommended for approval by this Committee, it will be presented to Council on 3rd December 2026.

15. Contact

15.1 Coralie Holman Group Head Assets c.holman@spelthorne.gov.uk

Appendix 1 - Independent Red Book Valuation - Exempt
Appendix 2 - Heads of Terms for the disposal - Exempt

Appendix 3 – Knight Frank Recommendation Report - Exempt
Appendix 4 – Marketing Brochure

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of the Local Government Act 1972.

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The Summit Centre

Sunbury-on-Thames, TW16 5DB

REDEVELOPMENT OPPORTUNITY IN A GREATER LONDON INDUSTRIAL LOCATION

Investment Summary.

- The Summit Centre comprises **84,747 sq ft** (GIA) of office and industrial accommodation spread across 4 buildings.
- Situated in a highly visible location beside Junction 1 of the M3, the A316, and the A308, providing **excellent connectivity** to Central London and the wider South East region.
- Part let to 5 tenants producing a passing rent of £87,250 with the opportunity to achieve **vacant possession in the short term**.
- All leases are **outside the Landlord and Tenant Act 1954**, supporting redevelopment purposes.
- Rare **4.5-acre redevelopment site** within M25 offering a range of potential alternative uses (STP).
- **272 parking spaces** are available, equating to a ratio of 1:312 sq ft.
- Freehold.

PROPOSAL

Offers are invited in excess of **£16,000,000** (Sixteen Million Pounds) subject to contract and exclusive of VAT. This reflects a low capital value **of £189 psf,** assuming purchaser's costs of 6.76%.

The Site.


M3 MOTORWAY JUNCTION 1
M 3
THE SUMMIT CENTRE
KEMPTON PARK STATION
SUNBURY TRAIN STATION
Summit Business Park
Kempton Park
Sunbury
Mexican Rico
Costco Sunbury
Sytner Land Rover South West London
Windsor Court
Browns Breakfast Bar
Kempton Steam Museum
Twickenham Motorcycle Training
St Saviour's Sunbury
Travelodge Sunbury M3
Rose MOT Centre
We Buy Any Car
Pho Ever Vietnamese Restaurant Sunbury
S E Autos
Travis Perkins
Sunbury Antiques Market
Sunbury Station Car Park
Sunbury Skatepark
kinderzimmer Sunbury-on-Thames
Formosa Landscapes
Exceed Group
Kempton Park Racecourse
Design AV Engineering
Sunbury Adult Learning Centre
PuraVida London Clinical Massage and...
Pine Wood
Broomfield
Downside
Brackenwood
Furzewood
Oak Grove
Park Rd
Station Approach
Staines Rd E
Staines Rd W
Hanworth Rd
Bingley Rd
Ashridge Way
Beechwood Ave
Burgoyne Rd
Cavendish Rd
Broad Oak
Fisk Cl
Green Leas
Carlton Rd
Bryan Cl
Heathcroft Ave
The Haven
The Parade
Priory Cl
The Avenue
Kempton Cl
Kempton Ave
A316
A308
Portlane Brook

Location.

- Sunbury-on-Thames is an established Greater London commercial centre, 15 miles south-west of Central London, 5 miles west of Kingston, and 4 miles south-east of Staines.
- Located in the Borough of Spelthorne, alongside Staines, Shepperton, and Chertsey, it benefits from strong connectivity via Junction 1 of the M3 and Junction 12 of the M25 (5 miles west).
- Heathrow Airport lies 8 miles north via the A308 and A30, handling 470,000 flights and transporting over 1.5 million tonnes of cargo per year.
- Rail connectivity is excellent, with Kempton Park (0.2 miles) and Sunbury (0.5 miles) stations within walking distance, offering direct services to London Waterloo in 45 minutes.

Road

M3 (J1)	0.1 miles
M25 (J12)	5 miles
M4 (J4B)	13 miles
Central London	15 miles
Guildford	20 miles
Maidenhead	20 miles

Rail

Kingston	16 mins
New Malden	22 mins
Clapham Junction	35 mins
London Waterloo	45 mins

Air

Heathrow	8 miles
Gatwick	31 miles

FIRST CLASS STRATEGIC LOCATION CLOSE TO HEATHROW AIRPORT

SITUATION

- Prominently positioned on Hanworth Road, providing excellent visibility to M3 motorway traffic.
- Hanworth Road benefits from access to the M3 via Junction 1 roundabout, 200m to the west of the site.
- The M3 provides access to Central London in approximately 35 minutes and Junction 12 of the M25 in 8 minutes.
- The surrounding area benefits from a mix of commercial uses and an established local workforce. Local occupiers in the area include self-storage, car showrooms and retailers all of which contribute to the retail warehousing and industrial space demand.

NEIGHBOURING DEVELOPMENT

The adjoining site, owned and occupied by SSS Gears Ltd, was redeveloped into a Grade A industrial scheme in 2023 reflecting the strong local demand for newly built industrial and logistics space.





The Summit Centre







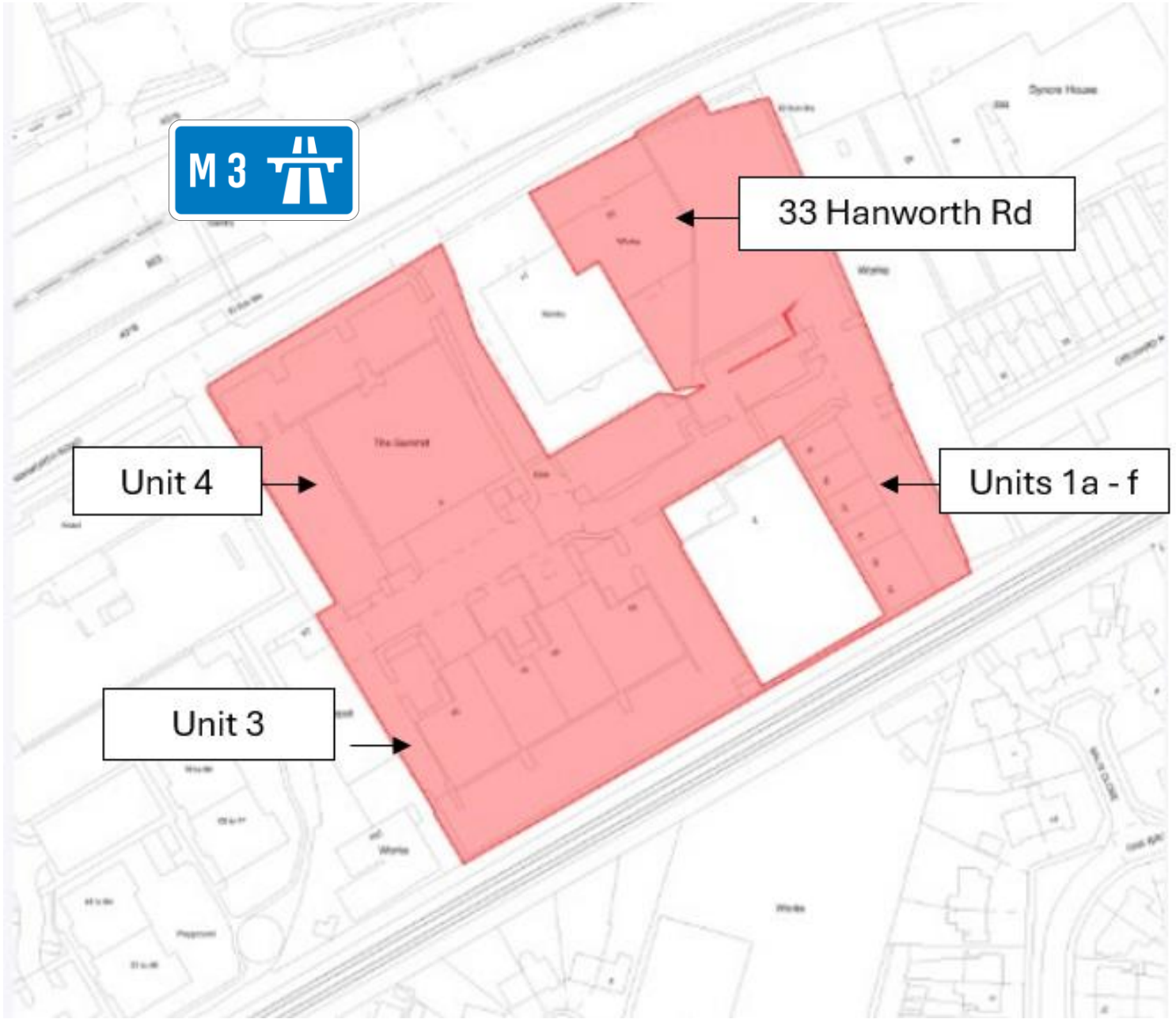




Description.

- The Summit Centre comprises a mix of two-storey office buildings and a terrace of small starter industrial units totalling 84,747 sq ft.
- Forming a terrace, Units 1A–F comprise six industrial units ranging in size between 997 sq ft and 2,039 sq ft. Each unit offers a minimum eaves height of 4.6 metres, along with a loading door and two dedicated parking spaces.
- Split across ground and first floors, Units 3 and 4 provide two separate office buildings. These are constructed using steel portal frames, with brick elevations. The offices are fitted with air conditioning, suspended ceilings, double-glazed windows, and inset fluorescent lighting.

  33 Hanworth Road is a two-storey office building with warehouse space positioned at the rear. The office areas benefit from air conditioning, suspended ceilings, and raised floors on both levels. The warehouse can be accessed externally via a roller shutter door.
- There are approximately 272 parking spaces available across the site which equates to a ratio of 1:312 sq ft.



Accommodation.

This property has been measured in accordance with the RICS Code of Measuring Practice (1st Edition) 2015 and provides the following gross internal areas (GIA):

Demise	Use	Sq ft	Sq m
Unit 1A	Industrial	2,039	189.5
Unit 1B	Industrial	1,037	96.3
Unit 1C	Industrial	1,030	95.7
Unit 1D	Industrial	1,029	95.6
Unit 1E	Industrial	997	92.6
Unit 1F	Industrial	1,086	100.9
Unit 3 – First	Offices	17,291	1,606.4
Unit 3 – Ground	Offices	17,364	1,613.1
Unit 4 – First	Offices	16,222	1,507.1
Unit 4 – Ground	Offices	16,028	1,489.1
33 Hanworth Road – First	Offices	3,799	353.0
33 Hanworth Road – Ground	Offices and industrial	6,825	634.1
Total		**84,747**	**7,873**

TENURE

The site is held freehold under three titles: SY652240, SY568442 and SY601157.

SITE BOUNDARY



SITE AREA

Approx. 4.49 acres (1.82 hectares).

Tenancy.

The property is let to 5 tenants producing a passing rent of **£87,250 (£17.10 psf)**. **All leases are outside the Landlord and Tenant Act 1954.**

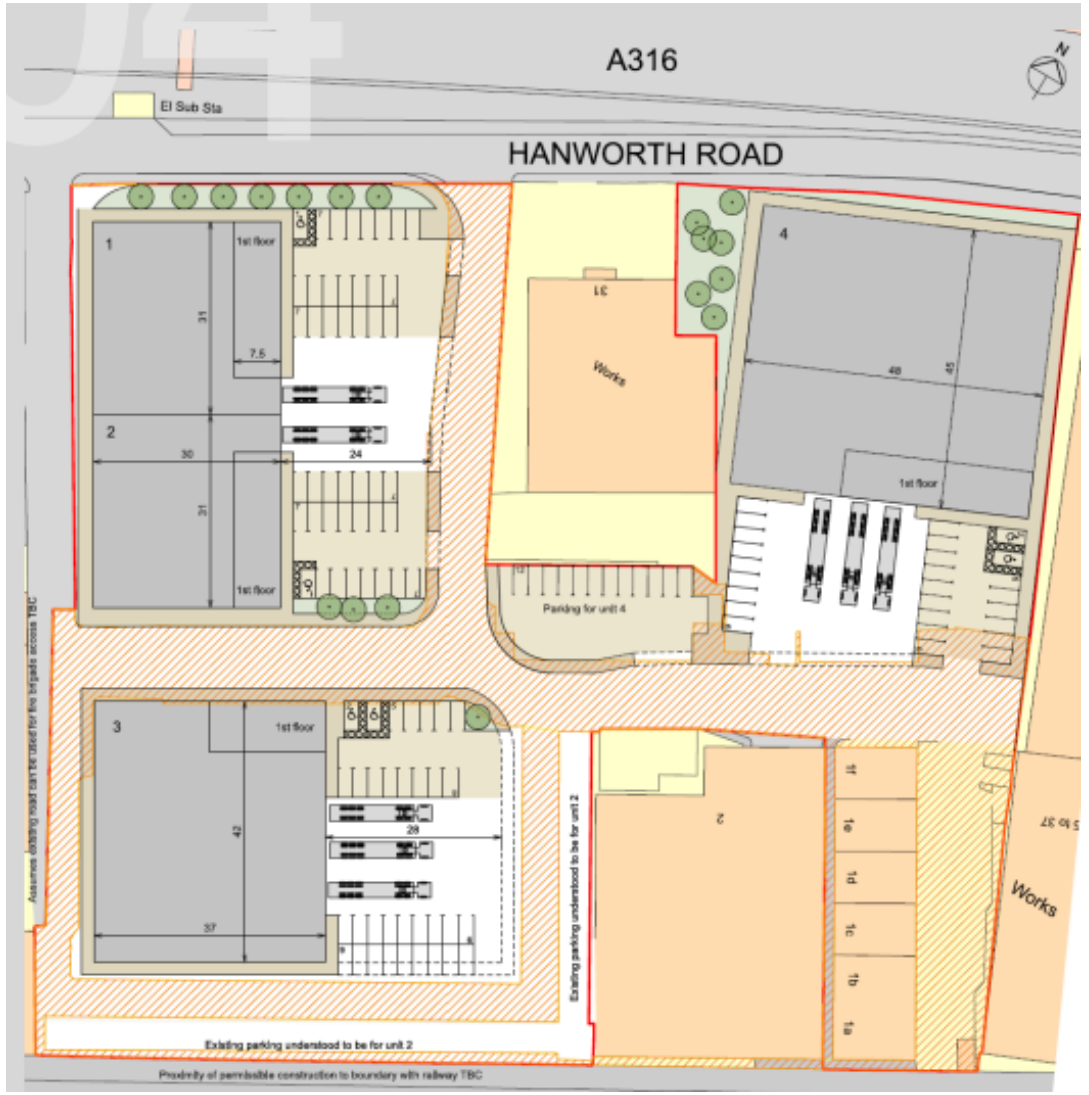
Tenant	Demise	Size Sq ft	Lease Start	Lease Expiry	WAULT to expiry	Rent psf	Rent pa	Comments
TW & WA Chadwick Ltd	Unit 1A	2,039	20/05/2025	19/05/2027	1.0	£12.75	£26,000	Mutual rolling break option (6 months notice for landlord and 4 months for tenant)
Liam Moore	Unit 1B	1,037	02/03/2025	01/03/2028	1.7	£20.97	£21,750	Mutual rolling break option (6 months notice). There is a stepped rent increase to £22,750 on 02/03/2027
Vacant	Unit 1C	1,030	-	-	-	-	-	-
Sandrair International Limited	Unit 1D	1,029	10/04/2025	09/04/2028	1.9	£18.95	£19,500	Mutual rolling break option (6 months notice for landlord and 4 months for tenant). There is a stepped rent increase to £20,000 on 10/04/2027
Mitside Construction Limited	Unit 1E	997	21/05/2025	01/03/2025	0.3	£20.06	£20,000	Currently occupying under a Tenancy at Will.
Vacant	Unit 1F	1,086	-	-	-	-	-	-
ADT Fire and Security Plc	Unit 3	34,655	04/08/2025	31/12/2026	-	-	-	Agreed at peppercorn
Vacant	Unit 4	32,250	-	-	-	-	-	-
Vacant	33 Hanworth Road	10,624	-	-	-	-	-	-
Total		**84,747**			**1.18**	**£17.10**	**£87,250**	

Industrial Redevelopment.

- The site is made up of industrial, manufacturing, and office buildings.
- The site is not located in the SHLAA/HELAA/SHELAA area.
- The site is subject to the influence of the Employment Area and Strategic Employment Area local policies.

ASSET MANAGEMENT OPPORTUNITIES

- Explore redevelopment potential for higher-value industrial, retail warehousing, self-storage or car showrooms.
- Purchase the neighbouring units outside the current ownership to strengthen and consolidate landholdings.
- Capitalise on strong reversionary prospects within the industrial accommodation through lease renewals or new lettings.
- Three industrial tenants' leases are approaching expiry, offering immediate reversionary opportunities.



Indicative proposed block plan for redevelopment

South East Industrial Markets.

OCCUPATIONAL MARKET – WEST LONDON / HEATHROW CORRIDOR

- West London remains one of the UK's most supply-constrained and sought-after industrial and logistics markets, underpinned by its proximity to Central London, Heathrow Airport and the strategic M3 and M4 corridors. Structural occupier demand is driven by e-commerce, 3PL, aviation-related businesses and a growing mix of technology and advanced manufacturing occupiers.

- Supply across the Western Corridor continues to be critically limited, with availability remaining well below long-term averages and new development constrained by competing land uses, including residential and data centres. This shortage is being further exacerbated by displacement linked to infrastructure and data centre expansion around Heathrow, increasing competition for well-located sites.

- Despite wider economic uncertainty, occupier demand has proven resilient, supporting continued rental growth and reduced incentives across prime locations. Nationally, industrial rents have continued to rise, with average multi-let rents increasing by around 4% year-on-year, reflecting the strength of occupier demand. Within West London, prime rents are materially ahead of the UK average, with headline levels in core markets such as Park Royal reaching c.£30+ per sq ft and £23–£30 per sq ft across Heathrow and the Thames Valley.

Strong competition for space, combined with strategic relocation requirements, is expected to sustain upward pressure on rents and reinforce long-term occupational fundamentals. For occupiers, this dynamic is driving a clear shift towards securing high-quality, well-connected sites capable of supporting modern logistics, last-mile distribution and operational resilience—particularly within established locations such as Sunbury-on-Thames, which benefit from immediate access to Heathrow and the wider South East motorway network.

LONDON AND SOUTH EAST INDUSTRIAL AND LOGISTICS OCCUPIER MARKET

1.5m sq ft
Occupier take up Q1 2026

7.1%
Prime annual rental growth

8.7%
Vacancy rate Q1 2026

£28.00 psf
Prime rents Q1 2026

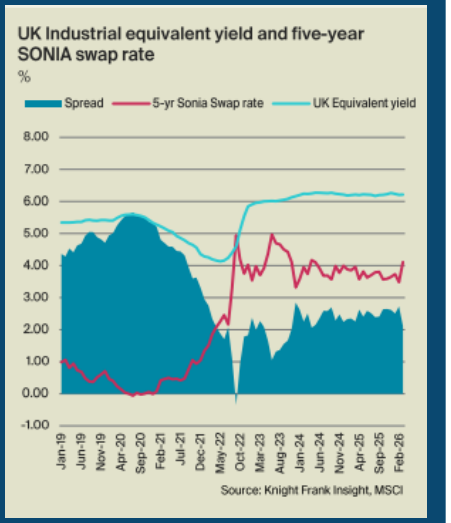
UK INDUSTRIAL AND LOGISTICS INVESTMENT MARKET

- UK industrial and logistics investment totalled £1.64 billion in Q1 2026, following a record £4.81 billion in Q4 2025 driven by large portfolio deals and REIT M&A activity. While Q1 volumes were 5% below Q1 2025 levels, they were 5% above the 10-year pre-pandemic average – demonstrating investors' continued confidence in the sector.

- There is limited evidence to date of outright yield softening in the industrial sector. The broader economic consensus is more stable. Both Oxford Economics and Capital Economics expect policy rates to remain broadly steady through 2026 and into 2027. Therefore, near-term pricing is likely to be driven by confidence around interest rates, debt costs and rental growth assumptions.

- The quarter began with cautious optimism and continued recovery momentum from late 2025. Although escalation in the Middle East slowed transaction progress toward the end of the period, cross border capital continues to be the key driver of liquidity in the industrial investment market – reinforcing investor confidence in the sector despite geopolitical uncertainties.





Further Information.

CAPITAL ALLOWANCES

Further information is available on request.

VAT

We understand that the property will be treated as a Transfer of Going Concern for VAT purposes.

TENURE

Freehold.

DATA ROOM

Available on request.

PROPOSAL

Offers are invited in excess of **£16,000,000** (Sixteen Million Pounds) subject to contract and exclusive of VAT. This reflects a low capital value **of £189 psf,** assuming purchaser's costs of 6.76%.

CONTACTS

For further information or to arrange an inspection, please contact the following:

Henry Wyld

M 07768 833 478

E henry.wyld@knightfrank.com

Duke Nguyen

M 07974 366 117

E duc.nguyen@knightfrank.com

Tom Coaker

M 07894 814 327

E tom.coaker@knightfrank.com

Iona Mooney

M 07974 879 166

E iona.mooney@knightfrank.com

55 Baker Street
London
W1U 8AN

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Committee Report Checklist

Please submit the completed checklists with your report. If final draft report does not include all the information/sign offs required, your item will be delayed until the next meeting cycle.

Stage 1
Report checklist – responsibility of report owner

ITEM	Yes / No	Date
Councillor engagement / input from Chair prior to briefing	Y	various
Relevant Group Head review	N/A	
MAT+ review (to have been circulated **at least 5 working days before Stage 2**)	Y	13/11
This item is on the Forward Plan for the relevant committee		
	Reviewed by	
Finance comments (circulate to Finance)	AB	16/11/26
Risk comments (circulate to Lee O'Neil)	LO	13/11/26
Legal comments (circulate to legal@spelthorne.gov.uk)	LH	16/11/26
HR comments (if applicable)	N/A	

For reports with material financial or legal implications the author should engage with the respective teams at the outset and receive input to their reports prior to asking for MO or s151 comments.
Do not forward to stage 2 unless all the above have been completed.

Stage 2
Report checklist – responsibility of report owner

ITEM	Completed by	Date rec'd
Monitoring Officer commentary – at least **5 working days before MAT**	L Heron	16/11/26
S151 Officer commentary – at least **5 working days before MAT**	T. Collier	13/11/2026
Commissioner engagement	Yes	16/11/2026
	Delete as applicable:	Comments in S. 7
Relevant MAT member sign-off		
Report reviewed by Management Team		

Corporate Policy & Resources Committee

Monday 30th November 2026

Title	Disposal of Elmsleigh Shopping Centre (including Elmsleigh Multi-Storey Car Park and the former Tothill Multi-Storey Car Park), Staines
Purpose of the report	To make a decision and a recommendation to Council
Report Author	Coralie Holman – Group Head Assets
Ward(s) Affected	All Wards
Exempt	Report and Appendix 1 – No Appendices 2-4 - Yes
Exemption Reason	Appendices 1-3 (inclusive) contain exempt information within the meaning of Part 1 of Schedule 12A to the Local Government Act 1972, as amended by the Local Government (Access to Information) Act 1985 and by the Local Government (Access to Information) (Variation) Order 2006 Paragraph 3 – Information relating to the financial or business affairs of any particular person (including the authority holding that information) and in all circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information because, disclosure to the public would prejudice the financial position of the authority in any contract or other type of negotiation with a prospective purchaser who could then know the position of the Council
Corporate Priority	Resilience
Recommendations	**Committee is asked to:** 1. Consider and agree in principle the offer and the proposed disposal; 2. Recommend that the Council: 2.1 Approve the proposed disposal on the terms set out in this report; and 2.2 Delegate authority to the Chief Finance Officer and Group Head of Corporate Governance, in consultation with Chair and Vice Chair of Corporate Policy and Resources Committee to agree minor variations to the Heads of Terms and adjustments to the sale price; and 2.3 Delegate authority to Group Head of Corporate Governance to enter into a transfer to complete the disposal and any ancillary legal documentation required in relation to the proposed disposal.

Reason for Recommendation	Agreement to the recommendations in this report will enable the approved Asset Rationalisation Programme to be progressed with receipts by 31st March 2027 and ensure compliance with Statutory Direction to reduce debt.

1. Executive summary of the report

What is the situation	Why we want to do something
• The Council approved an asset rationalisation programme in December 2025.	• The recommendation in this report implements relevant work required to further asset rationalisation
This is what we want to do about it	**These are the next steps**
• Progress the disposal of Elmsleigh Shopping Centre in Staines, to generate a capital receipt in compliance with the Statutory Directions.	• Following discussion at Corporate Policy and Resources Committee, the report will be presented to Council on 3rd December 2026 for consideration and decision

2. Key issues

Background

2.1 Following the Council's decision in December 2025 to implement a commercial asset rationalisation plan, Knight Frank, a leading real estate agency, were appointed following a procurement exercise, to advise the Council on its asset rationalisation proposals and undertake the marketing of selected assets for disposal.

2.2 Knight Frank undertook a comprehensive review of all the Council's commercial assets and provided advice centred around a phased disposal programme to ensure best consideration (which is the requirement under s.123 of the Local Government Act 1972) would be achieved for each disposal. Consideration was given to the property specifics of each asset in terms of tenant profiles, security of income, forthcoming lease expiries and the level of vacant space within a building. These criteria were used and considered against the property market conditions and current investor preferences and risk, which in turn identified suitable assets for inclusion.

Asset Performance

2.3 Elmsleigh Shopping Centre was acquired in 2020 with the intention of contributing to future regeneration proposals within Staines. Since this time the asset has realised some additional income for the Council to fund discretionary front-line services, and (following discussions with external auditors) under Chartered Institute of Public Finance and Accountancy (CIPFA) accounting requirements for balance sheet purposes is treated as and is now classified as an asset held for investment purposes.

2.4 Whilst Elmsleigh Shopping Centre has been predominantly fully let over the last few years, in the financial year to 31 March 2026, it negatively contributed to the revenue budget with the property income insufficient to cover the operating and financing costs. This asset has seen a significant fall in value since acquisition in 2020.

2.4 The shopping centre comprises 300,000 square feet of retail accommodation and is core to Staines town centre's retail infrastructure. The centre is performing well compared to other sub regional shopping centres offering a well let income stream, being located directly opposite the Two Rivers centre.

2.5 Whilst the Centre continues to be well let, there remains a substantial need for extensive capital expenditure over the coming years forecast to total several million pounds, particularly around the two car parks that are included in the sale (former Tothill MSCP and current Elmsleigh MSCP) with concrete spalling and the necessity to resurface each level of the Elmsleigh multistorey. Furthermore, there is an ongoing RAAC liability in the upper floors of the former Marks and Spencers store. Whilst a remedial solution to support the structure has been implemented for the next 10 years, an estimated £3m will be required to be spent to re-roof the area in question.

Market Conditions, Marketing and Bids Received

2.6 A marketing brochure has been prepared (included in Appendix 1) and was circulated to any potentially interested parties; the target disposal price within the brochure is noted as a gross figure of £30.7m before allowing for deduction for RAAC. This is a gross quoting price, and as is normal with investment acquisitions is subject to the deduction of any significant capital expenditure known about at the time of sale that the new purchaser would need to incur. The Council commissioned building surveys as part of its pre-sale due diligence, which highlighted the presence of RAAC within the centre, the need for refurbishment of lifts, plus other smaller items, hence it was always anticipated interested parties would require the cost of these items, being several million pounds, to be offset from their gross offers.

2.7 Inspection days were set up to allow all interested parties to view the asset, and all were given access to a virtual data room, which contained all relevant information about the asset. Approximately 10 parties attended the viewing days, demonstrating the marketing secured a good level of interest.

2.8 Open marketing of this asset took place during October and into November, with offers being progressed on a 2-stage basis. Final stage offers were received from 5 parties. Due to market sensitivity of the bidding organisations the names of the bidders (bar preferred purchaser) have been anonymised. Details of the bids received can be found in confidential Appendix 2 of this report. All offers noted are subject to the same level of rent top deductions. This is where a seller guarantees a specific level of rental income to a buyer for an agreed period post-sale and applies typically where tenants have been granted rent free periods.

2.9 All bids were assessed in terms of value, conditionality and track record of each bidder and deductions from the offer price received. The preferred bidder was selected based on:

- submitting the joint highest net offer (with only rent top ups to be deducted),
- being a cash purchaser,

- having a known track record for reliably completing the purchase of assets they bid on
- being an established retail investor and
- and for acknowledging the Council's aspirations for the town as set out in the proposed Staines Masterplan.

Heads of Terms have been prepared between the parties and can be found in exempt Appendix 3 of this report.

2.10 Knight Frank's recommendation report supporting selection of the preferred bidder and the process undertaken to achieve best value can be read in exempt Appendix 4. As the asset has been fully marketed, a red book valuation is not required to validate the market value of the asset for sale purposes.

3 Options appraisal and proposal

3.1 Option 1 – Agree the offer in principle and recommend to Council for approval (recommended)

The marketing of an asset is the best way to determine its realisable value, therefore based on the circumstances set out above, the disposal price is expected to be the highest price the Council will achieve for the asset. This is supported by a recommendation from Knight Frank.

3.2 Option 2 – Decline the offer and continue to market the property

Further marketing is not expected to achieve a higher sale price. Knight Frank, the Council's appointed agent, have approached other parties, as outlined above. There is no evidence to support a higher sale price if we continue to market for a longer period This option is not recommended.

3.3 Option 3 – Hold the property for Regeneration purposes

This option is not recommended for several reasons:

- Holding costs for the property are estimated to continue to exceed net income, placing increased financial burden on West Surrey's revenue budget in the future.
- Continued ownership of the shopping centre would be unlikely to provide any greater control for the Council over regeneration proposals as the Council is unlikely to take the risk of such a large scheme on its own. As such this would require a private sector joint venture partner who will would apply a commercial approach to any proposals to ensure a profit return was generated on any investment made.

4 Risk implications

4.1 The Council's appointed advisers, Knight Frank and Clyde & Co, will undertake the mandatory money laundering checks on the prospective purchaser and any person of significant control within the company. The buyer has been professionally advised and has a UK based solicitor. We have no concerns over the intention or commitment of the buyer, however, until contracts are exchanged, as with any disposal the legal process proceeds at risk of going

abortive. To mitigate this risk the sale process will be monitored by the Asset Management Team and Knight Frank.

4.2 The sale is subject to the legal due diligence process, a satisfactory report on title and an agreed contract. The Council's external legal advisers Clyde & Co will draft the sale contract and ensure all legal compliance. It is possible that an issue of concern to the purchaser is raised during the legal process which may result in the purchaser reducing their offer or withdrawing completely.

4.3 Not progressing a sale now may result in the site being subject to additional council resources both in terms of financial and management to address on-going anti-social behaviour, which for the reasons set out in the report are considered to be difficult to prevent.

4.4 A Disposal of the Shopping Centre protects the Council regarding the future cost of substantial capital expenditure needed to address the RAAC and other items highlighted in paragraph 2.5 above.

4.5 The proposed purchaser is aware of and acknowledges the draft masterplan proposals for Staines and has not raised any concerns about the proposals. In addition, the Council (West Surrey Council from 1st April 2027) will address any proposed changes to the Shopping Centre in its capacity as Local Planning Authority.

4.6 The public Library within Elmsleigh Shopping Centre will continue to operate unaffected by the sale, with a lease expiring in September 2102.

5 Financial implications

5.1 Selling the asset at the agreed price will generate a capital receipt in 2026/27, supporting the strategy to maximise income from asset disposals. This will be used to reduce the Council's Capital Financing Requirement (CFR), reducing the Minimum Revenue Provision (MRP) charge for West Surrey in 2027/28 and beyond. The receipt will be used to pay down external debt, addressing the Statutory Directions set by the Secretary of State. It will also avoid the future decline in the value of the asset which will reduce as the end of the lease approaches and will address the ongoing annual deficit. The disposal also means that the Council does not need to find the funding to address RAAC and parking issues.

6 Legal comments

6.1 Further to sections 120-123 of the Local Government Act 1972, the Council has the powers to acquire and dispose land and property subject to complying with the certain statutory requirements, one of which is securing the best consideration that can reasonably be obtained.

6.2 Any disposal will be subject to the terms of the contract, transfer and any other necessary legal documentation. The Council's in-house Legal Services will support the sale with external legal advice.

6.3 Failure to obtain best consideration from the proposed disposal may expose the Council to risk of legal challenge by way of a judicial review which will result in substantial legal costs and reputational damage.

6.4 In accordance with part 3(b) of the Constitution decisions on freehold disposal of investment assets are within the remit of Corporate Policy and Resources Committee, but in view of the wider budgetary implications and the impact of each capital receipt on the Council's Treasury Management Strategy, this disposal is referred to Council for final approval.

Corporate Implications

7 Commissioners' comments

7.1 Commissioners strongly support the recommendations of this report, as they

- align with the directions issued to the Council by the Secretary of State on 8 May 2025;
- align with the principle of asset rationalisation agreed by Council on 17 November 2025;
- enable the council to deliver on the 26/27 budget and reduce the risk of a need to make further savings during the current financial year; and
- support the delivery of the MTFS over subsequent years and the sustainability of West Surrey Council and therefore reduce the risk to West Surrey residents of future cuts to services

8. S151 Officer comments

8.1 As the report sets out, the Council has a statutory Best Value Direction, requiring it to rationalise its commercial assets portfolio, to protect the medium-term financial sustainability of the Council/West Surrey. This will enable capital receipts to be generated which can be applied to pay down external debt, reduce CFR and in turn reduce further years' MRP charges to the Revenue Budget. This proposal is line with the Direction**.** Positively the offer is slightly higher than the previous offer considered and represents a small gain over the original acquisition price. As highlighted in the report, the Centre if retained would need significant investment in the car parking and addressing RAAC. The S151 Officer therefore strongly supports the recommendation to accept the offer.

9. Monitoring Officer comments

9.1 The Monitoring Officer has been consulted on this report and confirms that subject to the matters set out in the report, and provided that all applicable statutory requirements (including Best Value Directions of May 2025) have been addressed and proper process is followed, the proposal can be considered legally compliant.

10. Procurement comments

10.1 There are no procurement implications arising directly from the recommendations in this report.

11 Equality and Diversity

11.1 There are no direct equality and diversity issues arising from a property disposal as the sale doesn't impact the current operation of or occupiers of the asset. The marketing, viewing and bidding process was undertaken ensuring there was no discrimination against prospective buyers.

12. Sustainability/Climate Change Implications

12.1 The asset has varying EPC ratings, due to being multi-let, which comply with The Energy Performance of Buildings (England and Wales) Regulations 2012.

13. LGR / other considerations

13.1 Not disposing of this asset in 2026/27 would have significant financial implications for the new West Surrey Council in terms of not reducing its MRP in line with the current MTFS projections and thereby increasing revenue budget costs because of higher financing costs. In turn this will mean the reserves Spelthorne will be passing across to West Surrey will be used up more rapidly. This would prejudice the financial resilience of West Surrey Council and would have a significant impact on West Surreys' budget setting. Consequently, this is very likely to adversely affect their ability to continue to maintain services currently provided by Spelthorne Borough Council.

13.2 This property is anticipated to provide a negative contribution to the Council's/West Surrey's revenue budget over the next six years.

13.3 Statement from West Surrey Council: Spelthorne council has provided its MTFS and financial information to West Surrey to assist it with the development of the MTFS and budget 2027/28. That information is based on implementing the asset disposal strategy agreed by Spelthorne Council in December 2025. It is vital to the financial position of West Surrey that this disposal strategy is delivered to avoid any unfunded liabilities being passed onto West Surrey. Any delays in disposals will add to the financial challenges faced by West Surrey and to avoid this we would fully support Spelthorne council agreeing the disposal of all assets identified in the disposal programme. Minimizing the debt that is transferred to West Surrey will be a great help as we consider how to maintain local services.

14. Timetable for implementation

14.1 This report will be presented to Council on 3rd December 2026.

15. Contact

15.1 Coralie Holman Group Head Assets c.holman@spelthorne.gov.uk

Appendix 1 – Marketing Brochure
Appendix 2 – Schedule of bids - Exempt
Appendix 3 - Heads of Terms for the disposal – Exempt
Appendix 4 – Knight Frank Recommendation Report – Exempt

Elmsleigh

SHOPPING CENTRE

STAINES

Opportunity to acquire a prominent shopping centre with significant development potential in the heart of Staines-upon-Thames

Knight Frank



A landmark retail investment at the heart of Staines-upon-Thames

Investment Summary

- Strong South East London **commuter belt location within the M25**
- Forms part of the **Staines' core retail hub** alongside Two Rivers and the High Street
- Freehold interest*
- **Prime High Street position**, situated between the town's bus station and its High Street, and directly opposite the Two Rivers centre
- Includes two multi storey car parks providing a combined 1064 parking spaces
- Key anchors include Primark, H&M, Sports Direct, Matalan and River Island
- Fully let
- Gross income £3,862,399 pa | Net operating income £2,952,938 pa
- WAULT: 3.00 years to break, 5.04 years to expiry
- **Affluent South East commuter base**, over represented in the most affluent groups and under represented in the least
- Strong catchment retention of 61.2%
- Substantial near and medium term **asset management opportunities**

**LLH being retained - see Tenure section*



A prime town centre retail asset, anchored by national retailers and a loyal, affluent catchment





The Elmsleigh Centre comprises a **300,000 sq ft fully let** shopping centre in the heart of Staines-upon-Thames, a South East commuter town positioned between Central London, Heathrow and the Thames Valley.

The centre is core to the town's retail infrastructure, anchoring a large, loyal catchment within a **diversifying, high-growth local economy**. It offers a diversified, well let income stream with clear scope to enhance value through active asset management.

We are instructed to invite offers in excess of **£30,700,000 million,** subject to contract and exclusive of VAT, reflecting a **capital value of £103 per sq ft**. Based on standard purchaser's costs this reflects an attractive **Net Initial Yield of 9.00%.**

Location

London's Western Gateway: Where London, Heathrow and the Thames Valley meet

Staines-upon-Thames occupies a position few UK towns can replicate. Located between Central London, Heathrow Airport and the Thames Valley, it combines the accessibility of a major business location, the affluence of a South East commuter market and the amenities of an established regional centre.

A historic Thames-side market town, Staines-upon-Thames supports a substantial economy in its own right, serving as an important centre for employment, retail and services whilst benefiting from the economic influence of Heathrow and the wider M4 corridor.









5 mins
M25 Junction 13

26 mins
Clapham Junction

35 mins
London Waterloo

10 -15 mins
Heathrow Airport

6,400 +
Daily Passenger Rail Journeys

CONNECTED AT EVERY SCALE

By Road

Windsor	c.15–20 minutes
Slough	c.20–25 minutes
Reading	c.35–45 minutes
Central London	c.35–50 minutes

By Rail

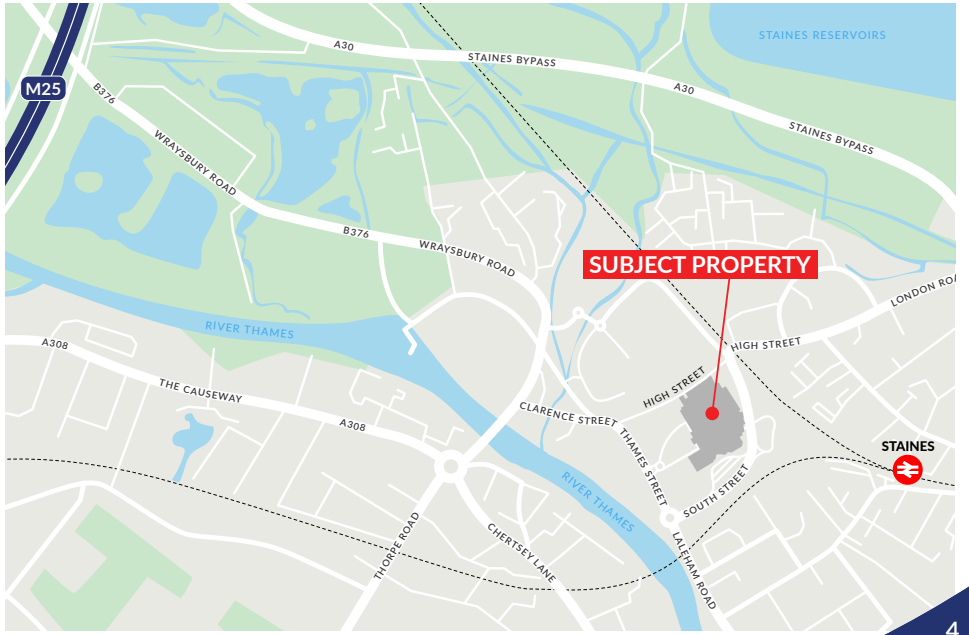
Egham	4 minutes
Clapham Junction	26 minutes
London Waterloo	from 35 minutes
Reading	c.46 minutes

By Air

Paris	c.1 hour 20 minutes
Amsterdam	c.1 hour 15 minutes
New York	c.8 hours

A PRIME TOWN CENTRE POSITION

The Elmsleigh Centre anchors the towns retail core, occupying a prominent High Street position directly opposite the Two Rivers centre and integrated with the town's main high street. Its adjoining bus station, extensive nearby parking and ten-minute walk to the railway station ensure the centre is easily accessible to shoppers from Staines-upon-Thames and the surrounding catchment.





Local Economy

A £4.9BN ECONOMY

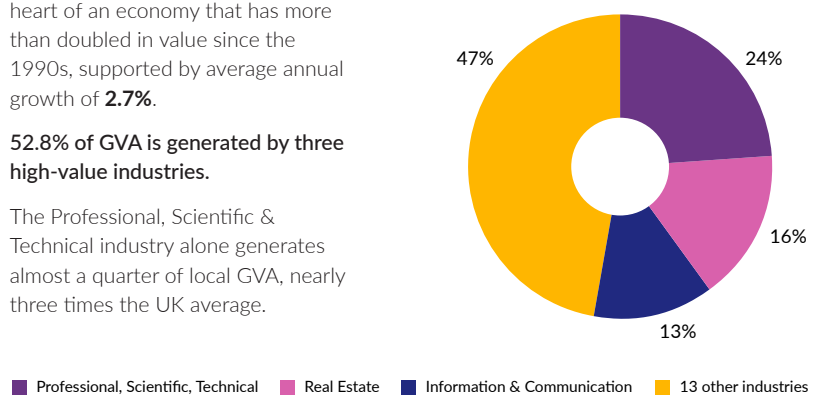
Staines-upon-Thames sits at the heart of an economy that has more than doubled in value since the 1990s, supported by average annual growth of **2.7%**.

52.8% of GVA is generated by three high-value industries.

The Professional, Scientific & Technical industry alone generates almost a quarter of local GVA, nearly three times the UK average.

Local Economy - Spelthorne GVA (%)

Source: Oxford Economics



A BROAD EMPLOYMENT BASE

- c.45,000 jobs across the local economy
- #1 industry employer Wholesale & Retail (13.8% jobs)
- #2nd larger employer Admin & Support (12.2% of jobs)
- 11.6% jobs - Construction

Together, these sectors support over a third (37.6%) of local employment.

GROWTH OUTLOOK

- +58.3% forecast economic growth by 2050
- £4.9bn → £7.8bn forecast GVA growth, 2025 - 2050

High-value industries are forecast to lead growth in the local economy, with Professional, Scientific & Technical activities adding +£951 million and Information & Communication expanding by +113%.

AN INTERNATIONAL BUSINESS CORRIDOR

Staines-upon-Thames is home to major international occupiers across technology, finance, healthcare, engineering, mobility and logistics.

A connected corporate location, supported by proximity to Heathrow Airport, the M25 and direct rail services to London.

Bupa · ADP · wood. a Sidara company · Enterprise Mobility™ · Novuna · IFS · servicenow · ups



TOWN CENTRE MASTERPLAN

The emerging Staines Town Centre Masterplan identifies capacity for more than 3,300 new homes by 2040, alongside new commercial uses, public spaces and transport improvements.

A key component of the Masterplan centres on the wider Elmsleigh Centre area, where plans identify capacity for approximately 1,500 homes, increasing residential density and activity within the heart of the town centre.

Key Development Opportunities -

- **1,500 homes:** Elmsleigh Centre masterplan area
- **800 homes:** Two Rivers North
- **580 homes:** London Road regeneration
- **100 homes:** Staines Business Park urban village
- **80 homes:** Former Debenhams redevelopment
- **Tothill Car Park (within the ownership):** Identified as a primary zone for comprehensive mixed-use transformation
- **New bus station:** Improving links between the town centre and railway station
- **Station improvements:** New entrances and pedestrian connectivity
- **Staines Bridge waterfront project:** New riverside destination and public realm
- **Bridge Street car park:** New public space and community uses

Growth & Investment in Staines-upon-Thames

Staines-upon-Thames is entering a period of significant growth, with new homes, public realm improvements, transport enhancements and mixed-use regeneration proposals concentrated around the town centre

The Elmsleigh Centre is uniquely positioned to benefit from this investment pipeline, with many of the largest planned developments located within, adjacent to, or within easy walking distance of the centre. Recent investments include:

£1.5 million: Staines BID Investment Programme
Funding secured to support town centre improvements, events and place-making initiatives over a five-year period.

391 Homes: Momento (Completed)
Greystar's Build-to-Rent development completed in 2026, introducing hundreds of residents within walking distance of The Elmsleigh Centre.

440 Homes: Charter Square (Under Construction)
Major town centre regeneration project delivering approximately 440 homes, commercial floorspace and enhanced public realm across three phases.

£43.5 million: Eclipse Leisure Centre (Completed)
A landmark 100,000 sq ft Passivhaus-deigned leisure facility providing swimming, fitness and sports facilities, representing one of the most significant recent public sector investments

Network Rail Investment
Improvement works at Staines station form part of a wider £2 billion investment programme across the South Western network, enhancing connectivity.



Computer Generated Image of the Two Rivers North development: www.getsurrey.co.uk

Catchment & Demographics

1.26m residential catchment: Access to an extensive residential market

64% ABC: High representation among most affluent socio-economic groups

c.90,000 shoppers: A sizeable shopper population underpins Staines' established retail position

61.2% retention: More than three in five local shoppers choose Staines-upon-Thames

£213.2m comparison goods expenditure: The Elmsleigh Centre a principal beneficiary





A DIVERSE, YOUTHFUL & AFFLUENT CUSTOMER BASE

Staines-upon-Thames draws from a broad and affluent customer base. Its location between London, Heathrow and the Thames Valley continues to attract residents seeking strong connectivity whilst benefiting from a Thames-side setting, access to surrounding countryside and a high-quality lifestyle offer.

As one of Staines' two principal retail destinations, The Elmsleigh Centre is well placed to capture spending from this established and loyal catchment.

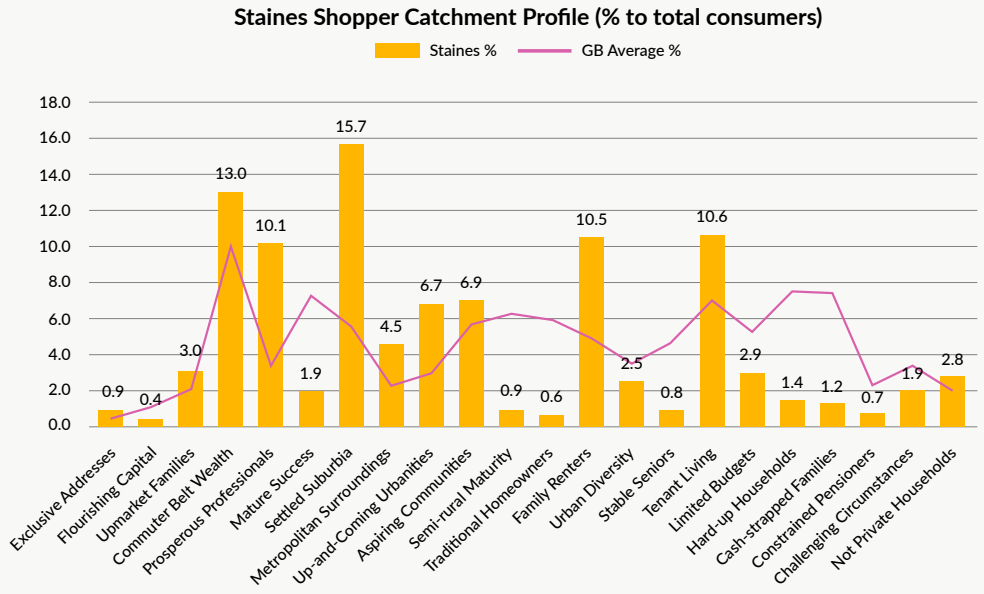


15.7%
Settled Suburbia
The largest consumer group, almost three times the national average

13%
Commuter Belt Wealth
A substantial audience of affluent commuter households

10.5%
Family Renters
More than twice the national average

10.1%
Prosperous Professionals
Almost three times the national average



Staines Existing Retail Provision

Staines-upon-Thames brings together three complementary retail environments, across 730,000 sq ft of floorspace, creating a compact and connected destination for shopping, leisure and dining.

The retail mix is closely aligned with its catchment, with mass-market and value operators accounting for 66.6% and 29.6% of provision respectively.

Its established role is reflected in its ranking: **113th among more than 6,000 UK retail destinations, and 9th out of 64 CACI-classified 'Satellite Centres'.**

- The Elmsleigh Centre anchors the town's everyday retail offer, bringing together leading national retailers including Primark, H&M, Matalan, Sports Direct, River Island, Sostrene Grene, New Look and Superdrug, supporting regular fashion, health and beauty, value and service-led shopping trips. The ownership also includes Staines' new Library Hub, opened in July 2025 after a multi-million pound refurbishment.
- The pedestrianised High Street connects The Elmsleigh Centre and Two Rivers. National operators, independent businesses, cafés including McDonalds, Iceland, Burger King, Ryman, and Snappy Snaps. A popular town-centre market also attracts footfall throughout the week.
- At the western end of the High Street, Two Rivers provides an open-air mix of retail, leisure and dining including M&S' new Foodhall, TK Maxx, Next, Boots, Smyths Toys, Vue, Wagamama, Pret and Five Guys. Its evening orientated offer complements The Elmsleigh Centre's strong daytime proposition.





730,000 sq ft retail floorspace

Top 10 UK Satellite Centre (CACI)

Low town centre vacancy (11.7%, vs 13.2% per average)

Strong floorspace productivity (£292 per sq ft/12% above average)





The retail market benefits from strong consumer demand:

Staines generates £213.2 million of annual comparison goods spend, with a floorspace productivity of £292 per sq ft, 12% above the peer-group average.

This has fed through to resilient occupational metrics: Town-centre vacancy of 11.7%, below the 13.2% peer average.


Staines Station
Elmsleigh Multi Storey Car Park
Tothill Multi Storey Car Park
Elmsleigh SHOPPING CENTRE
MATALAN
PRIMARK
SPORTS DIRECT
RiverIsland
H&M
The Two Rivers Centre
Staines High Street

Elmsleigh Centre

An established income-producing shopping centre at the heart of Staines-upon-Thames

The Elmsleigh Centre comprises approximately 300,000 sq ft of retail accommodation over a 6.4 acre site at the heart of Staines-upon-Thames. Occupying a prominent High Street position, the centre forms a key component of the town's retail core and benefits from the adjacent 508 space Elmsleigh Centre multi storey car park and the Council owned 324 space surface car park (not included in the sale).

With a diverse national occupier base of more than 60 retailers and food & beverage operators, the scheme serves the everyday needs of Staines' affluent and growing consumer base.

Anchored by National Retailers:

PRIMARK · SPORTS DIRECT · RiverIsland · H&M · MATALAN

Supported by over 60+ popular retailers:

Superdrug · Waterstones · TESCO express · Clarks · O2 · COSTA · Lovisa · EE · TheWorks.co.uk · VisionExpress · DEICHMANN

TOTHILL CAR PARK

The asset includes the adjoining Tothill Car Park, providing an income-producing asset in the short term and potential medium-term redevelopment optionality.

The site offers flexibility to optimise the existing use or pursue a phased residential-led or mixed-use redevelopment, subject to planning.

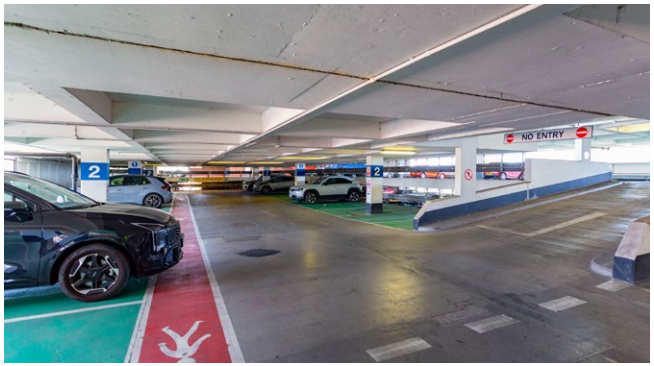












Freehold interest

1064 parking spaces

300,000 sq ft retail accommodation

4.7 million annual visitors

Diverse national occupier base

Prominent High Street position opposite Two Rivers



At the centre of Staines upon Thames - a top 10 UK satellite centre (CACI)

Tenure

The Elmsleigh Centre is held under seven Freehold titles and one Long Leasehold title, comprising:

SY483025 (part)	Freehold of Main shopping centre freehold
SY344833	Freehold of Land to the back of 111A/111C High Street, Staines, TW18 4PQ
SY623501	Freehold of 77 High Street, Staines, TW18 4PQ
SY495278	Freehold of 91 High Street, Staines, TW18 4PQ
SY495308	Freehold of 93 High Street, Staines, TW18 4PQ
SY791614	Freehold of Ground floor and first floor of 101-103 High Street, Staines (part of H&M unit)
SY635523	Freehold of 105 and 107 High Street, Staines TW18 4PJ
SY756589	Long Leasehold title granted 4 October 2006 for a term of 250 years (expiring 3 October 2256). This Long Leasehold title contains a pre-emption right over title SY473755 (High Street facing element of H&M unit, outside of ownership) so has been retained, but sits within the part of Freehold title SY483025, included within the sale (ie any Purchaser will own both Freehold and Long Leasehold elements).

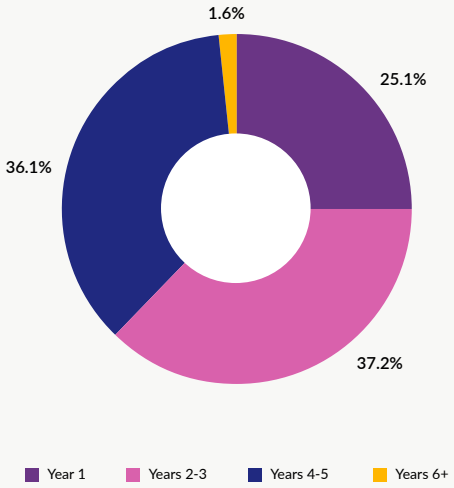


A landmark retail investment at the heart of Staines-upon-Thames

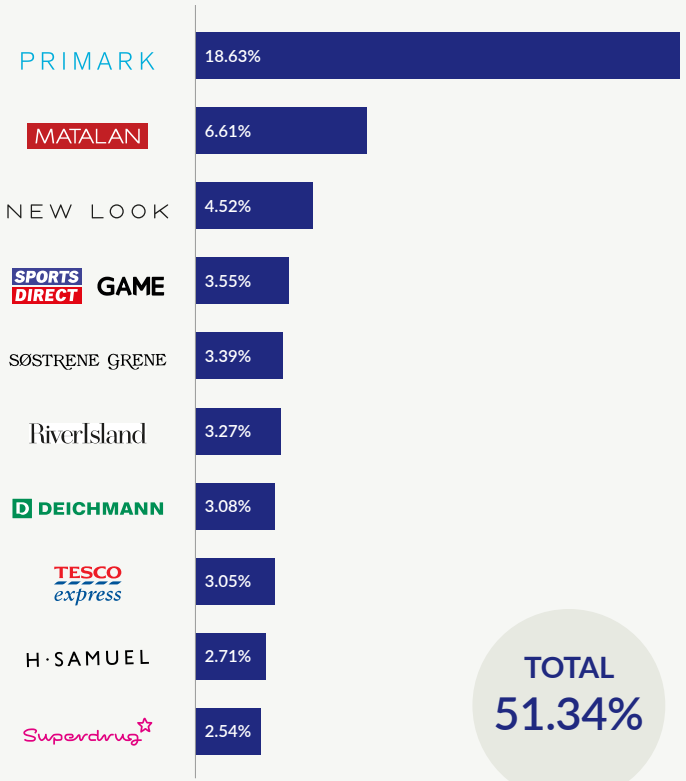
Income Profile

The Elmsleigh Centre benefits from strong occupancy with the top 10 tenants contributing over 50% of net income

% INCOME SPLIT TO BREAK

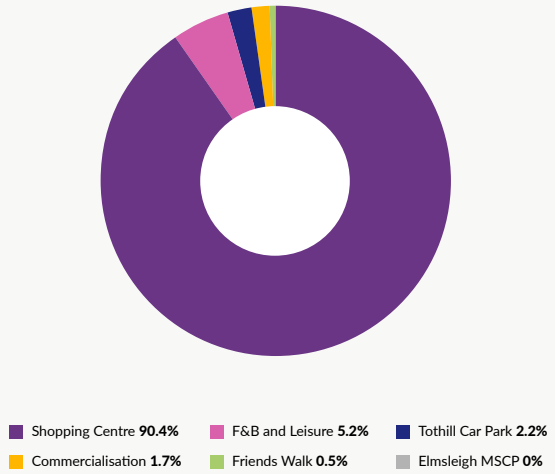


% INCOME BY TOP 10 TENANTS

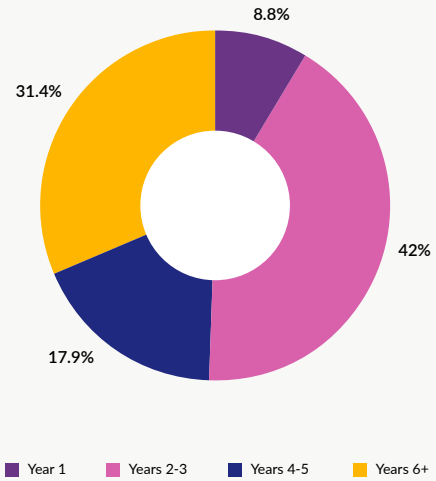


TOTAL
51.34%

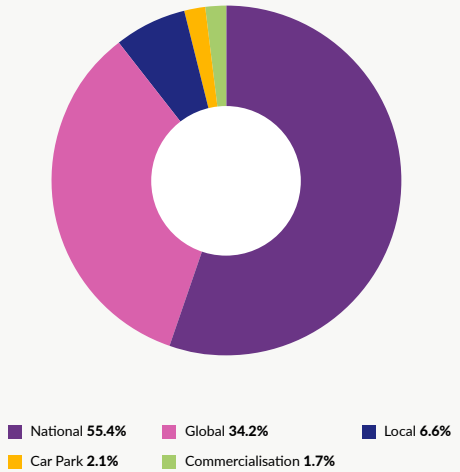
% INCOME SPLIT BY CATEGORY (NOI)



% INCOME SPLIT TO EXPIRY



% INCOME SPLIT BY TENANT TYPE (NOI)



Asset Management

Elmsleigh provides a range of short and medium term development opportunities, both within the centre and larger scale redevelopments of the adjoining ownerships included in the sale.

ASSET MANAGEMENT ENHANCEMENTS

- **Refine The Occupier Mix:** Introduce complementary occupiers that strengthen the centre's appeal to the local catchment and broaden the retail offer.
- **Enhance Food & Beverage Provision:** Build upon existing momentum to increase dwell time, frequency of visits and town centre activity.

Improve Customer Experience: Targeted enhancements to mall presentation, signage, wayfinding and public areas.

TOTHILL CAR PARK OPPORTUNITY

The asset includes the adjoining Tothill Car Park, which provides 556 car parking spaces and currently generates income whilst offering longer-term development potential.

Identified within the emerging Staines Masterplan as an opportunity area with potential for a mixed-use, residential-led development, the 1.1 acre site provides future optionality for a purchaser, subject to planning viability.

FORMER LIBRARY

The ownership also includes the town's former library on Friends Walk which comprises approximately c. 9,000 sq ft at ground floor and 1,300 sq ft at first floor and has a range of alternate uses. The unit is currently under offer to a children's play operator (see tenancy schedule).





















Operational Details

Elmsleigh provides a range of short and medium term development opportunities, both within the centre and larger scale redevelopments of the adjoining ownerships included in the sale.

SERVICE CHARGE

A comprehensive service charge regime operates across the centre, with costs apportioned on a weighted floor area basis. The 2026 service charge budget totals £1,915,711 (£7.61 psf) and runs to 31 December. Friends Walk is not included within the service charge.

CAR PARKING

The ownership includes the adjacent 508 space Elmsleigh Centre multi storey car park and the 556 space Tothill Car Park. The Council owned 324 space surface car park (not included in the sale) is situated to the east of South Street and is earmarked for redevelopment, increasing demand for the existing multi storey car park.

FOOTFALL

2025 full year footfall was 4,750,000 and 2026 Year to Date figures are trending 2.65% up on this figure.

MARKETING

An active centre marketing programme supports footfall and customer engagement. The 2026 marketing budget totals £107,002 of which £53,501 is funded by the landlord, with the balance recovered through the service charge.

COMMERCIALISATION

Commercialisation income is approximately £52,000 per annum, generated through a combination of kiosks, promotional space, vending and advertising agreements.



Further Information

SURVEYS

Warranted building, M&E, environmental and measured surveys will be made available on the marketing data room. It is anticipated that the Purchaser will take full reliance on these surveys.

VAT

The property is registered for VAT and it is intended that the sale will be treated as a Transfer of Going Concern (TOGC).

EPCs

A schedule of EPCs can be found on the marketing data room.

DATA ROOM AND INSPECTIONS

Further information is available available on request.

Contacts

For further information or to arrange an inspection, please contact the Knight Frank team:

David Willis
david.willis@knightframk.com
+44 (0) 207 861 1208
+44 (0) 771 408 2276

Henry Wyld
henry.wyld@knightframk.com
+44 (0) 207 861 1520
+44 (0) 776 883 3478

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