

Decision type: Decision Specifically Delegated to Officers

Decision date: 9 October 2025

Decision maker: Jane Winfield, Director of Property and Assets

Decision title: To sell the freehold title of Carfax Café, Carfax Churchyard Gardens, Oxford

Summary	
Decision being taken:	Decision to dispose of the freehold title of Carfax Café, Carfax Churchyard Gardens, Oxford.
Key decision:	Yes. https://mycouncil.oxford.gov.uk/mglIssueHistoryHome.aspx?Id=40405&PlanId=537&RPID=43283240
Source of delegation:	Cabinet Meeting Wednesday 17 th September Decision sheet details on public web site
Cabinet Member:	Councillor Ed Turner, Deputy Leader (Statutory) – Finance and Asset Management
Corporate Priority:	Enabling an Inclusive Economy
Policy Framework:	Asset Management Strategy

The Director of Property and Assets decides as follows:

1. To consider any comments received through the consultation pursuant to section 123 (2A) of the Local Government Act 1972 following a statutory advertisement for disposal of open space and if considered appropriate following consideration of any comments and or objections agree the final sale terms and dispose of the freehold title.

Appendix No.	Appendix Title	Exempt from Publication
Appendix 1	Exempt Appendix 1 – Sale terms and financial implications	Yes This information is exempted from publication under Schedule 12A to the Local Government Act 1972 since it is:

		<ul style="list-style-type: none"> • Information about individuals • Information about someone's finances or business
Appendix 2	Risk Register	No

Introduction and background

1. Oxford City Council owns the freehold of the Carfax Café site, Carfax Churchyard Gardens, Oxford ("the Site"). The property was originally leased to Terrys of Oxford Ltd on a 10-year lease expiring April 2028. The lease was assigned in September 2021 to the current tenant.
2. The freeholder of the Clarendon Centre and 64-64 Cornmarket Street has put forward an offer to purchase the site to create a public square as an entrance to the Clarendon redevelopment.
3. A previous options analysis that was undertaken on 64-65 Cornmarket St detailed the lack of redevelopment potential for the property due to the site constraints, such as historically significant buildings immediately adjacent and restricted access. Therefore, due to the nature of the tenant, the potential future costs to the Council and the positive impact of a public square in this location, we are recommending the Council accepts the offer and proceeds with the transfer of freehold title.

Reasons for the decision

4. The decision provides the Council with a capital receipt for a property that would otherwise be a financial liability in the future.

Alternative Options Considered

5. The alternative option is to not proceed with the sale. It is believed that an offer of this level would not be forthcoming from another purchaser due to the nature of the purchaser being a neighbouring freeholder and viewed as a "special purchaser".

Equalities Impact

6. The financial benefit to the city council will help provide services, notably those in line with the council's ambition to create a strong, fair economy and well-run council.

The disposal of the freehold does not give rise to any direct equalities issues. Therefore, an equalities impact assessment is not necessary.

Risks

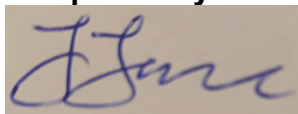
7. See risk register as appendix.

Carbon and Environmental Considerations

8. This report does not give rise to any direct carbon or environmental considerations.

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Implications of making the decision



Financial implications	Please see Exempt Appendix – Sale Terms and Financial Implications	Completed by:  Jason Jones Date: 23/09/25
Legal implications	<p>The terms of the sale have been reviewed by the legal department, including the sale contract and transfer. It is considered that the terms protect the Council's position and are in line with the Council's obligations in s123 Local Government Act 1972.</p> <p>This decision has been taken in consultation with the Director of Law, Governance and Strategy.</p>	Completed by: Kathleen Fraser, Locum Commercial Property Solicitor Date: 29/09/25
Other implications	Please see Exempt Appendix – Sale Terms and Financial Implications	Completed by: Kate Protheroe, Asset Manager Date: 23/09/25
Member declared interests	None	Completed by: Kate Protheroe, Asset Manager Date: 23/09/25

Background Documents
None

Report author	Kate Protheroe
Job title	Asset Manager
Service area or department	Corporate Property
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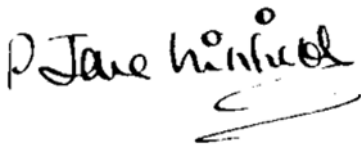
Consultee checklist

Consultees	Name and job title	Date
Senior officer e.g. the relevant service manager / Director where the decision maker is the Chief Executive or a Deputy Chief Executive.	N/A	
Group Finance Director Where required by the Constitution or conditions of the delegation	 NIGEL KENNEDY	03/10/25
Director of Law, Governance and Strategy Where required by the Constitution or conditions of the delegation	 Emma Griffiths for and on behalf of the Director of Law, Governance and Strategy	6 October 2025
Cabinet Member(s) Where required by the conditions of the delegation		
Ward Members Where required by the Constitution or conditions of the delegation		

Decision Maker Approval

Name and job title	Date
	09/10/2025

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 Jane Winfield, Director Property & Assets	
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This form must be completed and sent to Committee and Member Services **on the date that the decision maker signs it. This must be only done once all consultees have given their approval. The decision shall be effective from the date of publication; therefore, it is important that you send to Committee and Member Services as soon as it is completed and dated by the decision maker. Please note that it is not effective until it is published and the call in period has passed.**

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