



August 20th 2025

Scott Hughes
Strategic Property Asset Manager
Property Services
West Lothian Council
Howden South Road
Livingston
EH54 6FF

Acceptance of Decision Notice – Asset Transfer of Former Almondbank Library

Dear Scott,

On behalf of Spark, I write to accept the Decision Notice issued on 25 March 2025 regarding our asset transfer request for the former Almondbank Library and adjoining land at 2 Almondbank, Livingston.

I can confirm we are in receipt of the relevant funding from The Scottish Land Fund and have subsequently instructed [REDACTED] at Anderson Strathern to act on our behalf to prepare our formal offer letter.

We look forward to working with the Council to progress the formal transfer of ownership in accordance with the conditions outlined. Please treat this letter as Spark's confirmation of its intention to proceed to the next stage, including submission of a formal offer by 25 September 2025.

Thank you for your support and cooperation throughout this process.

Yours sincerely,

[REDACTED]
[REDACTED]
Chair
Spark

DECISION NOTICE

ASSET TRANSFER UNDER THE COMMUNITY EMPOWERMENT (SCOTLAND) ACT 2015

To: Spark
2 Almondbank
The Mall
Livingston
EH54 5EJ

25 March 2025

This Decision Notice relates to the asset transfer request made by Spark on 21 December 2024 in relation to the former Almondbank Library and adjoining land at 2 Almondbank, Livingston.

West Lothian Council has decided to agree to the request.

The reasons for this decision are as follows:

Having taken cognisance of the statutory criteria for determining community asset transfer requests as set out in Section 82 of the Community Empowerment (Scotland) Act 2015, the asset transfer request submitted by Spark is considered to represent the best available option for the use of this property. There are considered to be no reasonable grounds for refusing that request.

The following sets out the terms and conditions upon which we would be prepared to transfer ownership of the property to you.

1. Spark will pay the council £1 for the purchase of the subjects.
2. The VOA's adjusted market value of £120,000 reflects the need for works to decouple the existing utilities and provide new stand-alone services for the former library building. Spark will therefore be responsible for meeting all costs associated with decoupling the existing utilities and providing new stand-alone services for the former library building.
3. The existing school car park and all other external areas requested by Spark shall transfer under this asset transfer request, but the transfer of those areas will only take place if and when the school closes and the property is formally declared surplus by the council. Transfer of ownership of the former library building can proceed immediately.
4. This asset transfer shall be conditional upon Spark securing any requisite external funding that they require to proceed with the asset transfer by no later than 31 August 2025. ✓
5. It shall be a condition of any transfer of ownership that Spark will, to the council's satisfaction, demonstrate the delivery of community benefit to the value of £120,000 of full market value. Spark will be required to deliver the full value of that community benefit within three years from the date ownership of the property transfers to Spark. A Standard Security will be granted over the property in favour of the council until such time as that full community benefit has been shown by Spark to have been delivered. The council will discharge the Standard Security once it is satisfied that the full value of the community benefit has been delivered by Spark.

If you wish to proceed, you must submit an offer to us at the following address by 25 September 2025:

Scott Hughes (Strategic Property Asset Manager)
Property Services
West Lothian Council
Howden South Road
Livingston
EH54 6FF
Email: scott.hughes@westlothian.gov.uk

The offer must reflect the terms and conditions attached, and may include such other reasonable terms and conditions as are necessary or expedient to secure the lease and then transfer of ownership within a reasonable time.

Right to review

If you consider that the terms and conditions attached differ to a significant extent from those specified in your request, you may apply to the council to review this decision.

Any application for review must be made in writing to the following address by 22 April 2025, which is 20 working days from the date of this notice.

Scott Hughes (Strategic Property Asset Manager)
Property Services
West Lothian Council
Howden South Road
Livingston
EH54 6FF
Email: scott.hughes@westlothian.gov.uk

Guidance on making an application for review is available from Scott Hughes (Strategic Property Asset Manager (contact details above) or online at:

[https://www.westlothian.gov.uk/media/18378/Community-Asset-Transfer-Policy-Guidance-Notes-for-Applicants/pdf/Community Asset Transfer Policy Guidance Notes for Applicants.pdf?m=636487586254470000](https://www.westlothian.gov.uk/media/18378/Community-Asset-Transfer-Policy-Guidance-Notes-for-Applicants/pdf/Community%20Asset%20Transfer%20Policy%20Guidance%20Notes%20for%20Applicants.pdf?m=636487586254470000)