

# OFFICER DECISION NOTICE



**Reading**  
Borough Council

Working better with you

This notice is to be used for the following types of officer decisions. (Select one option).

**A.** Decisions taken by officers under a specific express delegation from Council or a Committee.

**B.** Decisions taken by officers under a general delegation from Council or a Committee, which relates to (i) a permission or a licence, or (ii) the rights of an individual, or (iii) a contract or expenditure over which materially affects that relevant local government body's financial position.

<b>1. Title of decision:</b>	Spend Approval for Libraries Improvement Fund Round 3
<b>2. Date of the decision:</b>	01 May 2024
<b>3. The decision maker:</b>	Donna Pentelow, Assistant Director of Culture
<b>4. Decision details:</b>	
<ul style="list-style-type: none"><li>To give spend approval for the capital spend arising from the award by Arts Council England of £495,000 made in April 2024</li></ul>	
<b>5. Reasons for the decision:</b>	
<ul style="list-style-type: none"><li>The Council has been awarded £495,000 by Arts Council England to deliver digital and technological enhancements to improve the library offer to our residents.</li><li>The award of the funding is based on spend commencing in Q1 2024/2025 and finishing in Q4 2025/2026</li></ul>	
<b>6. Alternative options considered (if any) and rejected:</b>	
<ul style="list-style-type: none"><li>This is a confirmed award and spend approval is required in order to meet the terms of the grant award.</li><li>The grant of £495,000 could be declined, however, this would result in the library service missing out on vital investment to enhance the service for residents and communities.</li></ul>	
<b>7. List of open Background Papers:</b>	
<ul style="list-style-type: none"><li>None</li></ul>	
<b>8. List of confidential or exempt Background Papers:</b>	
<ul style="list-style-type: none"><li>None</li></ul>	
<b>9. Any other matters taken into consideration:</b>	
<input type="checkbox"/> Legitimate expectation of consultation	<input type="checkbox"/> Procedural requirements

<input type="checkbox"/> Public Health implications	<input type="checkbox"/> Environmental or Climate Change
<input type="checkbox"/> Health and Safety	<input type="checkbox"/> Risk Management implications
<input type="checkbox"/> Transparency of Information (FOI etc)	<input type="checkbox"/> Privacy Impact Assessments
<input type="checkbox"/> Human Rights Act Duties	<input type="checkbox"/> Equality Impact Assessment
<input type="checkbox"/> Corporate Parenting	<input type="checkbox"/> Community Safety
<input type="checkbox"/> Regulatory duties	<input type="checkbox"/> EU withdrawal
<input type="checkbox"/> Armed Forces Covenant	<input type="checkbox"/> Other

**Details of the matters taken into account:**

- Scheme approval to be awarded at Policy Committee in July 2024.

**10. Legal considerations**

- The grant agreement between the Arts Council and the Council is in place.

**11. Financial considerations**

- There is no cash match funding requirement.
- There is an in kind contribution of officer time to be met from existing budgets.
- Therefore, there are no significant Financial implications

**12. Internal consultations**

- Finance
- Legal

Sections 13- 18: To be completed only for Decision A (express delegation from a Committee)

<b>13. The name of the Committee:</b>	
<b>14. Date of the meeting:</b>	Click or tap to enter a date.
<b>15. Minute number:</b>	
<b>16. The delegation given by the Committee:</b>	
<b>17. The name of any member of the committee who declared a conflict of interest in relation to the decision:</b>	
<b>18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.</b>	