

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 £100,000.

1. Title of decision:	Asbestos Surveys Tender Contract
2. Date of the decision:	01 July 2025
3. The decision maker:	Assistant Director Property and Asset Management

4. Decision details:

To award contract to Riverside Environmental Ltd after a direct award process for Asbestos Management, Reinspection and Refurbishment and Demolition Surveys across the Corporate Buildings and Schools Portfolio in Reading Borough Council, commencing 2025 – 2029.

5. Reasons for the decision:

To ensure Reading Borough Council are compliant under the Asbestos Regulations 2012 and in line with RBCs CBR.

6. Alternative options considered (if any) and rejected:

N/A

7. List of open Background Papers:

N/A

8. List of confidential or exempt Background Papers:

N/A

9. Any other matters taken into consideration:

☐ Legitimate expectation of consultation

☐ Procedural requirements

<input type="checkbox"/> Public Health implications	<input type="checkbox"/> Environmental or Climate Change
<input checked="" 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:	

10. Legal considerations

Legal have been consulted throughout the process.

The Council are exposed to legal dispute if this work is not carried out.

11. Financial considerations

This forms part of the budget proposal under the Revenue budget and is accounted for per annum.

12. Internal consultations

N/A

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

13. The name of the Committee:

14. Date of the meeting:

Click or tap to enter a date.

15. Minute number:

16. The delegation given by the Committee:

17. The name of any member of the committee who declared a conflict of interest in relation to the decision:

18. Any councillor or officer required to be consulted prior to the exercise of this delegation and details of their response.