

OFFICER DECISION NOTICE



Reading
Borough Council
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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:	Community Infrastructure Levy 15% Local Contribution: Katesgrove Noticeboard Replacement Project.
2. Date of the decision:	16 April 2025
3. The decision maker:	Interim Assistant Director for Strategic Housing, Housing Needs and Communities

1. Decision details: Spend approval of £15k to be delegated to Officers to deliver the 15% CIL Funded Katesgrove Noticeboard Replacement Project. The project requested by Katesgrove Community Associated, which was endorsed by ward Councillors in the CIL Application requested that 5 damaged noticeboards in the Katesgrove Ward are replaced with new ones. Quotes have been collated which a preferred board type identified. It is intended that this work will begin at the beginning of in August..
2. Reasons for the decision: Policy Committee held on 8 July 2024 approved allocation of 15% CIL collected in 2024. £15k of this funding was allocated to replacing 5 noticeboards in Katesgrove. The Committee agreed that the relevant officers be authorised to give spend approval in accordance with the funds approved.
3. Alternative options considered (if any) and rejected: N/A
4. List of open Background Papers: N/A
5. List of confidential or exempt Background Papers: N/A

6. Any other matters taken into consideration:	
<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:	

7. Legal considerations

N/A

8. Financial considerations

This project is funded through the Community Impact Levy (CIL) programme, with £15,000 allocated through the CIL Working Group and approved at the Policy Committee referred to in section 11.

9. Internal consultations

Ward members to be consulted on proposals.

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

10. The name of the Committee:	Policy Committee
11. Date of the meeting:	08 July 2024
12. Minute number:	14 (2)(3)
13. The delegation given by the Committee:	<p>That the relevant Assistant Director be authorised to complete necessary procurement processes to deliver the programme of work;</p> <p>That the relevant officers be authorised to give spend approval in accordance with the funds approved at (1) above, and that the relevant officers in consultation with the Lead Councillors for Planning and Assets and Corporate Services and Resources and the Director of Finance be authorised to approve any variation to the allocations above;</p>
14. The name of any member of the committee who declared a conflict of interest in relation to the decision:	N/A

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

Lead Councillor for Planning and Assets
Director of Finance