

Committee	Date of meeting	Minute number	Item title	Decision	Officer delegated to	Lead Councillor portfolio	Expected timescale for decision
Policy Committee	07/04/25	79 (2)	DISPOSAL OF YEOMANRY HOUSE	<p>That if the purchaser did not perform to an acceptable timescale the Executive Director for Economic Growth and Neighbourhood Services be given delegated authority, in consultation with the Leader of the Council and the Lead Councillor for Planning & Assets, to:</p> <ul style="list-style-type: none"> a) Agree a revised offer price and terms where appropriate which secure Best Consideration; b) Re-engage with other bidders as appropriate or remarket the property for disposal at Best Consideration. 	Exec Director of Economic Growth and Neighbourhood Services	Leadership; Planning and Assets	This delegation is only required if purchaser does not perform to an acceptable timescale.
Policy Committee	21/07/25	12	Insurance Contract Tender	That the Director of Finance in consultation with the Lead Councillor for Corporate Services and Resources and the Assistant Director for Legal and Democratic Services be authorised to make relevant decisions regarding policy cover, levels of deductibles and award the contract at the end of the tender process to the winning tenderer/s.	Director of Finance/s151 officer;#AD of Legal & Democratic Services/Monitoring Officer/Returning Officer	Corporate Services and Resources	Tender evaluation in January and aim to award in the middle of February 2026, for the contract to be in place by 1 April 2026.
Policy Committee	17/09/25	25	Joint Procurement for Parking Enforcement Services	<p>(1) That the Executive Director for Economic Growth and Neighbourhood Services, in consultation with the Lead Councillor for Climate Strategy and Transport, Assistant Director of Legal and Democratic Services, and Director of Finance be authorised to:</p> <ul style="list-style-type: none"> a. Commence a procurement exercise independently or in partnership with other councils for parking enforcement, permits, Penalty Charge Notice processing and postal services; b. Terminate, if appropriate, the existing contract for parking enforcement with Trellint (part of the Modaxo Group) by mutual agreement at a date that allowed an orderly handover to new contract arrangements; c. Enter into a suitable agreement with another council or councils to undertake the necessary procurement exercises on behalf of Reading Borough Council; d. Enter into an agreement with a company individually or jointly procured to provide on street and off-street parking enforcement services; e. Enter into an agreement with a company individually or jointly procured to deliver Penalty Charge Notice processing, issue permits for residents and businesses and provide postal services for same; f. Undertake any required contract modifications (to include extension / variation) as might be required from time to time to ensure effective operational management of the contract, subject to that impact not exceeding key decision thresholds. 	Exec Director of Economic Growth and Neighbourhood Services;#AD of Legal & Democratic Services/Monitoring Officer/Returning Officer;#Director of Finance/s151 officer	Climate Strategy and Transport	Invitation to Tender issued in November, with a short list to be produced in January 2026 and an award made in April 2026.
Policy Committee	17/09/25	27	Broad Street Mall Redevelopment	<p>(4) That authority be delegated to the Executive Director of Economic Growth and Neighbourhood Services, in consultation with the Leader of the Council, Lead Councillor for Planning and Assets, Assistant Director of Legal and Democratic Services, Director of Finance, and Assistant Director of Property and Asset Management, to:</p> <ul style="list-style-type: none"> (a) Negotiate and conclude terms with relevant parties in respect of the Heads of Terms for the surrender and the Construction and Management Agreement; (b) Negotiate and conclude terms for disposals and acquisitions in accordance with sections 123 and 120 of the Local Government Act 1972; (c) Negotiate to enter into any required and/or ancillary documentation and agreements to facilitate the Broad Street Mall development, and; (d) Procure commercial, professional technical and legal advisors and consultants as necessary, to facilitate the Broad Street Mall development. 	Exec Director of Economic Growth and Neighbourhood Services;#Director of Finance/s151 officer;#AD of Legal & Democratic Services/Monitoring Officer/Returning Officer;#AD of Property & Asset Management	Leadership; Planning and Assets	<p>(a) i. Target for Conditional Exchange of Carpark Surrender Agreement – June 2026</p> <p>ii. Target for agreeing Construction and Management Agreement (CMA) – Oct 2026</p> <p>(b) i. Target for Conditional Exchange of Carpark Surrender Agreement – June 2026</p> <p>(c) i. This would be in parallel to and following agreement of the CMA and would continue up to BSM starting on site in Q3 of 2027; there may also be requirements to enter into agreements following works starting on site, this is TBD.</p> <p>(d) i. Procurement process commencing Oct 2025</p>
Policy Committee	17/11/25	39	Emissions-based Charging	(2) That the Assistant Director of Legal and Democratic Services, in consultation with the Assistant Director of Environmental and Commercial Services, be authorised to make permanent the resultant Traffic Regulation Order in relation to the on-street pay and display charges;	AD of Legal & Democratic Services/Monitoring Officer/Returning Officer	Climate Strategy and Transport	February 2026

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Policy Committee	17/11/25	39	Emissions-based Charging	(4) That the Assistant Director of Environmental and Commercial services be authorised to implement the emissions-based charging structure for the list of Parking permits set out in Appendix 4;		Climate Strategy and Transport	February 2026
Policy Committee	17/11/25	40	Proposal to implement a Boroughwide PSPO	(3) That the Executive Director for Communities and Adult Social Care, in consultation with the Assistant Director of Legal & Democratic Services and the Lead Councillor for Environmental Services and Community Safety, be authorised to finalise and publish the proposed conditions for the PSPO as set out in paragraph 3.8 of the report, subject to final legal drafting;	Exec Director of Community and Adult Social Care Services	Environmental Services and Community Safety	Aim to publish the PSPO on 28/2/2026
Policy Committee	17/11/25	41	Drug and Alcohol Treatment and Recovery Contract	(3) That the Executive Director of Communities & Adult Social Care, in consultation with the Lead Councillor for Education and Director of Public Health, be authorised to award the contract and any subsequent extensions following completion of the tender process;	Exec Director of Community and Adult Social Care Services	Education and Public Health	Award of contracts expected in April 2026
Policy Committee	17/11/25	41	Drug and Alcohol Treatment and Recovery Contract	That the Assistant Director of Property & Asset Management, in consultation with the Leader of the Council, the Lead Councillor for Health, the Director of Finance, the Director of Public Health and the Assistant Director of Legal and Democratic Services, be authorised to grant a new lease to the successful provider for the use of 4 Waylen Street, Reading, on terms aligned with the duration of the treatment contract, as set out in section 3.6 of the report as further required to protect the Council's interests.	AD of Property & Asset Management	Leadership;#Education and Public Health	Following award of treatment contract
Policy Committee	17/11/25	44	Adelphi House	(2) That, if the tenant subsequently changed their negotiated position, the Executive Director of Economic Growth & Neighbourhood Services, in consultation with the Director of Finance, Leader of the Council, the Lead Councillor for Planning & Assets and the Assistant Director of Legal and Democratic Services, be authorised to agree revised terms that represented best value to the Council.	Exec Director of Economic Growth and Neighbourhood Services	Leadership;#Planning and Assets	Only required if there is a change to the negotiated position
Policy Committee	17/12/25	56	160-163 Friar Street	2) That the Executive Director for Economic Growth and Neighbourhood Services, in consultation with the Leader of the Council, the Lead Councillor for Planning & Assets, the Neighbourhood Services Director of Finance and the Assistant Director of Legal and Democratic Services, be authorised to dispose of the property to a selected bidder on the best terms available to secure Best Consideration;	Exec Director of Economic Growth and Neighbourhood Services	Planning and Assets;#Leadership	Preparing to appoint an agent