

**TO: THE EXECUTIVE MEMBER FOR PLANNING AND TRANSPORTATION
7TH DECEMBER 2017**

**CONTRACT FOR HIGHWAY CONDITION SURVEYS
Director of Environment Culture and Communities**

1 PURPOSE OF REPORT

- 1.1 To approve the Procurement Plan for the purchase highway condition surveys.

2 RECOMMENDATIONS

- 2.1 That the Procurement Plan for the purchase of highway condition surveys attached at Annex 1 of the Director of Environment Culture and Communities report, be approved.
- 2.2 That the contract award approval be delegated to the Director of Environment Culture and Communities.

3 REASONS FOR RECOMMENDATION

- 3.1 It is a requirement of the Contract Standing Orders that the Executive member approves any Procurement Plan with a value in excess of £400,000. This decision seeks approval for the procurement process.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 Options were considered and are detailed in the Procurement Plan, Section 3.

5 SUPPORTING INFORMATION

- 5.1 The Council's existing contract for the supply of highway condition surveys expires on 31st march 2018.

The Council proposes to issue tender documents for a new 5 year contract for highway condition surveys to commence on 1st April 2018. The contract will be let by Bracknell Council and will include surveys to be carried out in Reading, Slough, West Berkshire, and Wokingham.

ADVICE RECEIVED FROM STATUTORY AND OTHER OFFICERS

Borough Solicitor

- 6.1 Recorded in Section 15 of the Procurement Plan

Borough Treasurer

- 6.2 Recorded in Section 15 of the Procurement Plan

Equalities Impact Assessment

6.3 Not Applicable.

Strategic Risk Management Issues

6.4 If the council were not to tender for the purchase highway condition surveys it would be unable to supply data for the Single Data List, the Whole of Government Accounts and support the Highways Infrastructure Asset Management Plan.

7 CONSULTATION

7.1 Council Officers including the Head of Procurement, and Borough Solicitor were consulted in the drafting of the Plan.

Background Papers

Annex 1 : The Purchase of Highway Condition Surveys Procurement Plan (Restricted document)

Contact for further information

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