

# EXECUTIVE DECISION

made by a Council Officer




## REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL COUNCIL OFFICER

Executive Decision Reference Number – COD10 20/21

Decision				
1	<b>Title of decision:</b> Award of Contract for the Provision of Garden Waste Plastic 2-Wheeled Bins			
2	<b>Decision maker (Council Officer name and job title):</b> Anthony Payne, Strategic Director for Place			
3	<b>Report author and contact details:</b> Katrina Houghton, Head of Service (Street Scene and Waste)			
4a	<b>Decision to be taken:</b> To award the contract for the provision of garden waste wheeled bins to the highest scoring tenderer of a recent procurement.			
4b	<b>Reference number of original executive decision or date of original committee meeting where delegation was made:</b> Decision taken at Cabinet Meeting on 13 October 2020.			
5	<b>Reasons for decision:</b> The successful tenderer's bid submission met all quality scoring thresholds and was the most economically advantageous.			
6	<b>Alternative options considered and rejected:</b> Not awarding a contract. This was discounted due to the significant benefits outlined in the Business Case which underpins the decision to use wheeled bins for the garden waste collection services, as approved at the 13 October Cabinet Meeting.			
7	<b>Financial implications:</b> The contract award amount covers the initial forecast roll out of wheelie bins as accounted for within the overarching £1.874m Capital Project approved by Cabinet on the 13 October 2020. The contract award also covers future wheeled bin requirements which are covered by existing budgets.			
8	<b>Is the decision a Key Decision?</b> (please contact <a href="#">Democratic Support</a> for further advice)	Yes	No	<b>Per the Constitution, a key decision is one which:</b>  in the case of <b>capital</b> projects and contract awards, results in a new commitment to spend and/or save in excess of <b>£3million</b> in total
			x	

			x	in the case of <b>revenue</b> projects when the decision involves entering into new commitments and/or making new savings in excess of <b>£1 million</b>	
			x	is <b>significant</b> in terms of its effect on communities living or working in an area comprising <b>two or more</b> wards in the area of the local authority.	
8b	If yes, date of publication of the notice in the <a href="#">Forward Plan of Key Decisions</a>				
9	Please specify how this decision is linked to the Council's corporate plan/Plymouth Plan and/or the policy framework and/or the revenue/capital budget:		The proposal is specifically linked to the Corporate Plan objectives to ensure Plymouth is both clean and tidy, and also a green sustainable city that cares about the environment.		
10	Please specify any direct environmental implications of the decision (carbon impact)		The adoption of wheelie bins has a number of benefits with a ten plus year life expectancy. This is anticipated to be preferable to bags which have a high churn rate over the period and due to the material and use cannot be recycled. Broken wheelie bins are recycled and are made from a high percentage of recycled materials.		
<b>Urgent decisions</b>					
11	Is the decision urgent and to be implemented immediately in the interests of the Council or the public?		Yes		(If yes, please contact <a href="#">Democratic Support</a> for advice)
			No	X	(If no, go to section 13a)
12a	Reason for urgency:				
12b	Scrutiny Chair signature:		Date		
	Scrutiny Committee name:				
	Print Name:				
<b>Consultation</b>					
13a	Are any other Cabinet members' portfolios affected by the decision?		Yes	X	
			No		(If no go to section 14)
13b	Which other Cabinet member's portfolio is affected by the decision?		Councillor Sue Dann, Cabinet Member for Environment and Street Scene.		

<b>13c</b>	<b>Date Cabinet member consulted</b>	22 October 2020						
<b>14</b>	<b>Has any Cabinet member declared a conflict of interest in relation to the decision?</b>	<b>Yes</b>		If yes, please discuss with the Monitoring Officer				
		<b>No</b>	X					
<b>15</b>	<b>Which Corporate Management Team member has been consulted?</b>	<b>Name</b>	Anthony Payne					
		<b>Job title</b>	Strategic Director for Place					
		<b>Date consulted</b>	20 October 2020					
<b>Sign-off</b>								
<b>16</b>	<b>Sign off codes from the relevant departments consulted:</b>	<b>Democratic Support (mandatory)</b>	DS54 20/21					
		<b>Finance (mandatory)</b>	pl.20.21.121.					
		<b>Legal (mandatory)</b>	MS/21.10.20					
		<b>Human Resources (if applicable)</b>						
		<b>Corporate property (if applicable)</b>						
		<b>Procurement (if applicable)</b>	PW/PS/562/ED/1020					
<b>Appendices</b>								
<b>17</b>	<b>Ref.</b>	<b>Title of appendix</b>						
	A	Contract Award Report Part 1						
<b>Confidential/exempt information</b>								
<b>18a</b>	<b>Do you need to include any confidential/exempt information?</b>	<b>Yes</b>	X	If yes, prepare a second, confidential ('Part II') briefing report and indicate why it is not for publication by virtue of Part I of Schedule 12A of the Local Government Act 1972 by ticking the relevant box in <b>18b</b> below.				
		<b>No</b>						
		<b>Exemption Paragraph Number</b>						
		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>
<b>18b</b>	<b>Confidential/exempt briefing report title:</b> Contract Award Report Part 2			X				
<b>Background Papers</b>								
<b>19</b>	Please list all unpublished, background papers relevant to the decision in the table below.							

Background papers are <u>unpublished</u> works, relied on to a material extent in preparing the report, which disclose facts or matters on which the report or an important part of the work is based. If some/all of the information is confidential, you must indicate why it is not for publication by virtue of Part 1 of Schedule 12A of the Local Government Act 1972 by ticking the relevant box.							
Title of background paper(s)	Exemption Paragraph Number						
	1	2	3	4	5	6	7
<b>Council Officer Signature</b>							
<b>20</b>	I agree the decision and confirm that it is not contrary to the Council's policy and budget framework, Corporate Plan or Budget. In taking this decision I have given due regard to the Council's duty to promote equality of opportunity, eliminate unlawful discrimination and promote good relations between people who share protected characteristics under the Equalities Act and those who do not. For further details please see the EIA attached.						
<b>Signature</b>			<b>Date of decision</b>		21.10.20		
<b>Print Name</b>	Katrina Houghton						