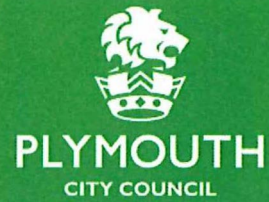


EXECUTIVE DECISION

made by a **Cabinet Member**



REPORT OF ACTION TAKEN UNDER DELEGATED AUTHORITY BY AN INDIVIDUAL CABINET MEMBER

Executive Decision Reference Number – LI 21/22

| Decision | | | | |
|----------|---|------------|-----------|---|
| 1 | Title of decision: Changes to Garden Waste Collection Service | | | |
| 2 | Decision maker (Cabinet Member and portfolio): Councillor Nick Kelly, Leader of the Council | | | |
| 3 | Report author and contact details: Andy Sharp, Head of Business Improvement. Contact Andy.Sharp@plymouth.gov.uk | | | |
| 4 | Decision to be taken: The Leader has decided to deal with this matter personally and to approve the following: <ul style="list-style-type: none"> • Extension of the Garden Waste Collection Service period for a further month. • Cessation of the requirement for households to register annually for the Garden Waste Collection Service. | | | |
| 5 | Reasons for decision: These changes are part of the commitments that the administration has identified to provide improvements across this service which has been identified as important to residents, visitors and businesses. It has been prioritised for action within the first 100 days of the new administration | | | |
| 6 | Alternative options considered and rejected: Do nothing options for each of the approvals included within this Executive Decision were considered and discounted because they will not improve the service which has been identified as a need. | | | |
| 7 | Financial implications: The total annual financial cost to extend the Garden Waste Collection Service for a month is estimated to be £44,274. There may also be further unquantified costs resulting from the removal of the annual Garden Waste registration requirement arising from decreased operational efficiencies. It is agreed that the full cost of this decision will be met from within budgets already allocated. Accordingly it is acknowledged that adjustments will be made to other budget heads to accommodate these extra costs and that this process will have been completed within 4 weeks from the date of this decision record. | | | |
| 8 | Is the decision a Key Decision? (please contact <u>Democratic Support</u> for further advice) | Yes | No | Per the Constitution, a key decision is one which: in the case of capital projects and contract awards, results in a new |
| | | | X | |

| | | | | |
|-------------------------|---|--|--|--|
| | | | | commitment to spend and/or save in excess of £3million in total |
| | | | X | in the case of revenue projects when the decision involves entering into new commitments and/or making new savings in excess of £1million |
| | | | X | is significant in terms of its effect on communities living or working in an area comprising two or more wards in the area of the local authority. |
| | If yes, date of publication of the notice in the Forward Plan of Key Decisions | | | |
| 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 approvals align with the Corporate Plan's stated value of being Democratic. The changes contained within this Executive Decision form part of the commitments that have been prioritised for action within the first 100 days of the new administration. | |
| 10 | Please specify any direct environmental implications of the decision (carbon impact) | | Section 2.2 of the Briefing Paper sets out the environmental implications of the decision linked to reducing car journeys to the HWRC by extending the collection season. | |
| Urgent decisions | | | | |
| 11 | Is the decision urgent and to be implemented immediately in the interests of the Council or the public? | | Yes | (If yes, please contact Democratic Support (democraticsupport@plymouth.gov.uk) for advice) |
| | | | No | X (If no, go to section 13a) |
| 12a | Reason for urgency: | | | |
| 12b | Scrutiny Chair Signature: | | Date | |
| | Scrutiny Committee name: | | | |
| | Print Name: | | | |
| Consultation | | | | |
| 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 Maddi Bridgeman, Cabinet Member for Environment and Street Scene. | |

| | | | | | | |
|------------|--|-----------------------|------------------------------|--|--|--|
| 13c | Date Cabinet member consulted | 28 May 2021 | | | | |
| 14 | Has any Cabinet member declared a conflict of interest in relation to the decision? | Yes | | If yes, please discuss with the Monitoring Officer | | |
| | | No | X | | | |
| 15 | Which Corporate Management Team member has been consulted? | Name | Anthony Payne | | | |
| | | Job title | Strategic Director for Place | | | |
| | | Date consulted | 28 May 2021 | | | |

Sign-off

| | | | |
|-----------|--|---|---------------|
| 16 | Sign off codes from the relevant departments consulted: | Democratic Support (mandatory) | DS05 21/22 |
| | | Finance (mandatory) | ba.21.22.23 |
| | | Legal (mandatory) | lt/36773/2021 |
| | | Human Resources (if applicable) | |
| | | Corporate property (if applicable) | |
| | | Procurement (if applicable) | |

Appendices

| | | |
|-----------|-------------|--|
| 17 | Ref. | Title of appendix |
| | A | Briefing Report: Changes to the Garden Waste Collection Service |
| | B | Equalities Impact Assessment: Changes to the Garden Waste Collection Service |
| | | |
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Confidential/exempt information

| | | | | | | | | |
|------------|--|-----------------------------------|--|----------|----------|----------|----------|----------|
| 18a | Do you need to include any confidential/exempt information? | Yes | 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 18b below. (Keep as much information as possible in the briefing report that will be in the public domain) | | | | | |
| | | No | | | | | | X |
| | | Exemption Paragraph Number | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 | 6 | 7 |

| | | | | | | | | |
|------------|---|--|--|--|--|--|--|--|
| 18b | Confidential/exempt briefing report title: | | | | | | | |
|------------|---|--|--|--|--|--|--|--|


Background Papers

19 Please list all unpublished, background papers relevant to the decision in the table below.
 Background papers are unpublished 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 |
| | | | | | | | |
| | | | | | | | |
| | | | | | | | |

Cabinet Member Signature

20 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.

| | | | |
|-------------------|---|-------------------------|-------------|
| Signature |  | Date of decision | 8 June 2021 |
| Print Name | Cllr Nick Kelly, Leader of Plymouth City Council | | |