

EXECUTIVE DECISION

made by a Cabinet Member




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

Executive Decision Reference Number – ECC02 24/25

Decision				
1	Title of decision: Capital procurement: New Refuse Collection Vehicles and waste containers.			
2	Decision maker: Councillor Tom Briars-Delve, Cabinet Member for Environment and Climate Change.			
3	Report author and contact details: Name: Rachel Hawadi, Senior Project Manager Email: Rachel.hawadi@plymouth.gov.uk Tel: 01752 307016			
4	Decision to be taken: Approves the commencement of the procurement process for new Refuse Collection Vehicles and waste containers which will be necessary for the provision of a Citywide food waste collection service from 2026.			
5	Reasons for decision: There is a legislative requirement for all Councils in England to implement a weekly household food waste collection service from the 2026/27 financial year. The Department for Environment, Food and Rural Affairs (DEFRA) has awarded Plymouth City Council a Section 31 capital grant of £1.94m for the purchase of the vehicles and containers. The Cabinet Member is asked to approve the commencement of the procurement ahead of the approval of the full business case due to the increasing demand across Local Authorities which is lengthening lead in times from the point of order and is likely to result in cost increases. Any award of contract resulting from procurement processes will not be made until a Business Case is approved through a future Cabinet Decision.			
6	Alternative options considered and rejected: To accept delay and await a future executive decision which is subject to the finalisation of a complex and multifaceted business case. This is rejected due to the risk it could expose Plymouth City Council to a reputational risk of missing the deadline and increased costs.			
7	Financial implications and risks: There are financial risks associated with not making this decision and delaying the procurement due to the increased demand from a large number of English Local Authorities who are procuring the same items from a relatively small number of suppliers. As demand increases against a limited supply it is inevitable that prices will rise. There is no financial risk associated with making this decision as firstly the grant monies are already held by the Council and no contract will be awarded until a Full Business Case is approved through a future separate decision-making process.			
8	Is the decision a Key Decision?	Yes	No	Per the Constitution, a key decision is one which:

	(please contact Democratic Support for further advice)		x	in the case of capital projects and contract awards, results in a new 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 £1 million annually
			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:	<p>1. The approval will expedite the implementation of a food waste service within the legislative deadline. This drives home the Council's mission to "Making Plymouth a fairer, greener city where everyone does their bit" by ensuring that Plymouth residents participate in transferring food waste from residual waste, and thereby contributing to Green House Gases, to renewable energy.</p> <p>2. The approval of this decision supports the Council's measurable commitment to the priority to be "a green sustainable city that cares about the environment".</p> <p>3. At this stage, the approval of this decision is not a request to move allocated DEFRA funds into the capital programme and therefore has no link to the capital or revenue budget.</p>		
10	Please specify any direct environmental implications of the decision (carbon impact)	The approval of this decision will have a positive impact by allowing the implementation of a food waste service to be delivered on time rather than delayed ensuring that Plymouth residents have the means to participate and ideally embrace the idea of contributing to reducing greenhouse emissions that are contributing to climate change.		
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				
I3a	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	<input checked="" type="checkbox"/>	(If no go to section I4)
I3b	Which other Cabinet member's portfolio is affected by the decision?			
I3c	Date Cabinet member consulted			
I4	Has any Cabinet member declared a conflict of interest in relation to the decision?	Yes		If yes, please discuss with the Monitoring Officer
		No	<input checked="" type="checkbox"/>	
I5	Which Corporate Management Team member has been consulted?	Name	Karime Hassan	
		Job title	Interim Strategic Director for Growth	
		Date consulted	6 September 2024	
Sign-off				
I6	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)	DS38 24/25	
		Finance (mandatory)	CH.24.25.026	
		Legal (mandatory)	LS/00001312/1/AC/4/9/24.	
		Procurement (if applicable)	PW/PS/750/ED/0924	
		Corporate property (decisions involving Council owned land or facilities) (if applicable)	N/A	
		Human Resources (if applicable)	N/A	
Appendices				
I7	Ref.	Title of appendix		
	A	Briefing report for publication		
	B	Equalities Impact Assessment		
	C	Climate Impact Assessment		

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 1 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 <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
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 (2010) and those who do not. For further details please see the EIA attached.							
Signature			Date of decision	11 September 2024				
Print Name	Councillor Tom Briars-Delve							