

EXECUTIVE DECISION

made by a Council Officer



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

Executive Decision Reference Number – COD38 24/25

Decision				
1	Title of decision: Contract Award: Garden Waste Collection and Composting			
2	Decision maker: Philip Robinson, Service Director for Street Services			
3	Report author and contact details: Deven Distin, deven.distin@plymouth.gov.uk			
4a	Decision to be taken: To award D & KJ Bragg the Garden Waste Collection and Composting contract for 5 years. The value of the contract is estimated at £252,000 per year for the 5 years based on current costs to deliver this service. This cost is funded from the revenue budget.			
4b	Reference number of original executive decision or date of original committee meeting where delegation was made: ECC03 23/24 Garden Waste Collection and Recycling			
5	Reasons for decision: There was no formal contract in place to undertake this essential service.			
6	Alternative options considered and rejected: 1. Do nothing – this would result in garden waste being incinerated which would reduce recycling rates and increase costs. 2. Shorter term contract – this option would limit market interest due to the lack of time to recover investment required to engage in competitive procurement process.			
7	Financial implications and risks: The financial implications are an annual revenue spend of approximately £252,000 based on current prices and tonnages. This is equivalent to the current spend, it is not an additional cost. The risk of not securing a compliant contract would be that the garden waste would be sent for incineration at an estimated additional cost of £406,000 per year.			
8	Legal Implications and risks: This award follows a compliant procurement process – no further comments.			
9a	Is the decision a Key Decision? (please contact Democratic Support for further advice)	Yes	No	Per the Constitution, a key decision is one which:
			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.
9b	If yes, date of publication of the notice in the Forward Plan of Key Decisions	N/A		
10	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:	This decision will contribute to sustainable management of waste for Plymouth with opportunities for enhancing the reputation of the city for environmental stewardship and as a green city. Waste as a resource and the waste hierarchy is an important part of this strategy. This is incorporated in the priority 'Green investment, jobs, skills and better education'.		
11	Please specify any direct environmental implications of the decision (carbon impact)	The decision will allow garden waste to continue to be composted. The alternative solution is for the garden waste to be incinerated which would increase the carbon impact and provide a less environmentally sustainable solution.		
Urgent decisions				
12a	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 for advice)
		No	X	(If no, go to section 13a)
12b	Reason for urgency:			
12c	Scrutiny Chair signature:		Date	
	Scrutiny Committee name:			
	Print Name:			
Consultation				
13a	Which Cabinet Member's portfolio does this decision relate to?	Councillor Briars-Delve, Cabinet Member for Environment and Climate Change		
13b	Date Cabinet Member consulted	10 April 2025		
13c	Are any other Cabinet members' portfolios affected by the decision?	Yes		
		No	X	(If no go to section 14)
13d	Which other Cabinet member's portfolio is affected by the decision?			
13e	Date other Cabinet member(s) consulted			

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		David Haley				
		Job title		Director for Children's Services				
		Date consulted		04 April 2025				
Sign-off								
16	Sign off codes from the relevant departments consulted:	Democratic Support (mandatory)			JS131 24/25			
		Finance (mandatory)			OW.24.25.107			
		Legal (mandatory)			LS/00001312/1/AC/26/3/25			
		Human Resources (if applicable)			n/a			
		Corporate property (if applicable)			n/a			
		Procurement (if applicable)			PW/PS/775/ED/0325			
Appendices								
17	Ref.	Title of appendix						
	A	Briefing Report						
	B	Equalities Impact Assessment						
	C	Climate Impact Assessment						
Confidential/exempt information								
18a	Do you need to include any confidential/exempt information?	Yes	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 18b below.				
		No						
		Exemption Paragraph Number						
		1	2	3	4	5	6	7
18b	Confidential/exempt briefing report title: Procurement Decision Record			x				
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
Council Officer 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		11.04.2025		
Print Name	Philip Robinson						