



Record of Officer's Decision

The Openness of Local Government Bodies Regulations 2014 and the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012

Date of Decision:	9 th October 2025
Decision Maker (Officer):	Jonathan Hamlet Waste and Recycling Manager.
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference): 4.3 (1) Part 3.38.	Part 3, Schedule 3 – Responsibility for Executive Functions delegated to Officers paragraph 4.3 (1) – the Corporate Director has delegated authority to discharge executive functions within their respective service areas (Part 3.38). All delegations are subject to consultation where considered appropriate in the circumstances (paragraph 4.3 (4(ii) – Part 3.39). The Corporate Director (Operations and Delivery) has delegated operational matters relating to the Continued provision of carton banks to the Waste and Recycling Manager.
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Adrian Smith; Portfolio holder for Environment and ICT.
Ward Member(s) consulted?	No
Is it a Key Decision?	No
Is it subject to call-in?	No
Decision Made:	To continue to provide the current carton bring bank service until October 2026
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	Please refer to briefing note for management team, dated 19 th September 2025.

Highlight any associated risks/finance/legal/equality considerations:	All costs associated with this decision can be met within current budgets and to continue with the current service provides residents with the same, existing level of service provisions to recycle this material.	
NEW: Details of Local Government Reorganisation and/or Devolution considerations	The decision is to extend the current carton bank recycling service until October 2026, at which point this product will be collected at the kerbside in conjunction with the requirements of simpler recycling. All collection authorities will be required to collect this material at the kerbside so the decision to continue the carton bank service for an additional 12 months has no impact upon Local Government Reorganisation.	
Details of any Alternative Options Considered and rejected (together with reasons):	Please refer to briefing note for management team, dated 19 th September 2025.	
Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision) If relevant, a note of the dispensation granted by the Monitoring Officer:	N/A	
Reason Decision, or supporting Report, is not published:	☒	Not applicable – Decision [and report] to be published
<i>Tick one or more of the specific exemptions,</i>	If Report is not to be published – tick one of the following boxes:	
<u>and</u>	☐	The report supporting the Decision contains confidential information
<i>Give more information in the final box with regards to why the exemption applies and outweighs the public interest test (which is in favour of disclosure).</i>	☐	The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:
	☐	• Relates to an individual
	☐	• Likely to reveal the identity of an individual
	☐	• Relating to financial or business affairs of a person or organisation
	☐	• Relates to a claim for legal professional privilege in legal proceedings

	Reveals that the Council proposes to give under any enactment a notice under or by virtue of which requirements are imposed on a person; or to make an order or direction under any enactment
	Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime
	<u>And</u> is exempt if and so long, as in all the circumstances of the case, the public interest in maintaining the exemption outweighs the public interest in disclosing the information Reasons:

Officers

Signed

Jonathan Hamlet

Title: Waste and Recycling Manager

Signed:



Title: Corporate Director (Operations and Delivery)

In consultation with:

Signed:



Portfolio Holder for Environment and ICT

Signed:

Section 151 Officer (if required)

Signed:

Monitoring Officer (if required)

Dated:

