



### 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

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| <b>Date of Decision:</b>                                                                                          | 03 July 2026                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Decision Maker (Officer):</b>                                                                                  | Jonathan Hamlet; Waste and Recycling Manager                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |
| <b>Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):</b> | <p>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).</p> <p>The Corporate Director; Damian Williams has delegated operational matters relating to the Clinical waste contract to the Waste and Recycling Manager.</p> |
| <b>Identify which Portfolio Holder(s)/Committee Chairman consulted?</b>                                           | Cllr Adrian Smith.                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Ward Member(s) consulted?</b>                                                                                  | No                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             |
| <b>Is it a Key Decision?</b>                                                                                      | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Is it subject to call-in?</b>                                                                                  | Yes                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                            |
| <b>Decision Made:</b>                                                                                             | To award the clinical waste contract to General Business Holdings                                                                                                                                                                                                                                                                                                                                                                                                                                                                              |
| <b>Reason for Decision (if a report was produced to</b>                                                           | <p>A decision is required in order to award a contract.</p> <p>Two bids were received and General Business Holdings Limited are awarded the contract based on</p>                                                                                                                                                                                                                                                                                                                                                                              |

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| support the Decision, refer to or attach it):                                                                                                                                                                                                                                                                   | the bid submission achieving the highest value and quality scores.<br><br>Please refer to the report attached.                                                                                                                                  |                                                                                                                                                                                                                                                   |
| Highlight any associated risks/finance/legal/equality considerations:                                                                                                                                                                                                                                           | Under the Environmental Protection Act 1990 the Council is designated as a Waste Collection Authority (WCA) and as such has a statutory duty to collect household waste and recycling from homes in the district which includes clinical waste. |                                                                                                                                                                                                                                                   |
| Details of any Alternative Options Considered and rejected (together with reasons):                                                                                                                                                                                                                             | None                                                                                                                                                                                                                                            |                                                                                                                                                                                                                                                   |
| Details of any declarations of interest (by Portfolio Holder/Committee Chairman who was consulted by the officer, which related to the decision)<br><br>If relevant, a note of the dispensation granted by the Monitoring Officer:                                                                              | N/A                                                                                                                                                                                                                                             |                                                                                                                                                                                                                                                   |
| Reason Decision, or supporting Report, is not published:<br><br><i>Tick one or more of the specific exemptions,</i><br><br><u>and</u><br><br><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> | x                                                                                                                                                                                                                                               | Not applicable – Decision [and report] to be published                                                                                                                                                                                            |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <b>If Report is not to be published – tick one of the following boxes:</b>                                                                                                                                                                        |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | The report supporting the Decision contains confidential information                                                                                                                                                                              |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | The Report supporting the Decision falls within an exemption pursuant to Schedule 12A of the Local Government Act 1972 Information:                                                                                                               |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Relates to an individual</li> </ul>                                                                                                                                                                      |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Likely to reveal the identity of an individual</li> </ul>                                                                                                                                                |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Relating to financial or business affairs of a person or organisation</li> </ul>                                                                                                                         |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• Relates to a claim for legal professional privilege in legal proceedings</li> </ul>                                                                                                                      |
|                                                                                                                                                                                                                                                                                                                 |                                                                                                                                                                                                                                                 | <ul style="list-style-type: none"> <li>• 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</li> </ul> |

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|  |  |                                                                                                                                                                                                                                                                                                                                                                                                            |
|  |  | <ul style="list-style-type: none"> <li>• Relating to any action taken or to be taken in connection with the prevention, investigation or prosecution of crime</li> </ul> <p><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</p> <p>Reasons: <b>[insert]</b></p> |

### **Officers**

Signed: *J Hamlet*

Jonathan Hamlet

Title: Waste and Recycling Manager

Signed: *Tim R. Clarke*

Tim R. Clarke

Title: Assistant Director, Housing and Environment

### **In consultation with:**

Signed: *Adrian Smith*

Councillor Adrian Smith

Portfolio Holder for Environment

**Dated: 3<sup>rd</sup> July 2026**