

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:	20 August 2026
Decision Maker (Officer):	Damian Williams – Corporate Director – Operations & Delivery
Authority for Delegated Decision (Cabinet/Committee Decision or Scheme of Delegation – provide reference):	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).
Identify which Portfolio Holder(s)/Committee Chairman consulted?	Cllr Adrian Smith
Ward Member(s) consulted?	No
Is it a Key Decision?	Yes
Is it subject to call-in?	Yes
Decision Made:	To agree the implementation plan for new kerbside recycling arrangements and to the removal of recycling bring sites across the district.
Reason for Decision (if a report was produced to support the Decision, refer to or attach it):	At its meeting on 14 November 2025 Cabinet approved the award of the Council's waste contract from April 2026 onwards including putting in place the necessary budget to fund the service and associated capital costs.

	Cabinet made a delegation to the Portfolio Holder for Environment & ICT and the Corporate Director for Operations & Delivery to prepare an implementation and communications plan as part of the smooth transition and roll out of the new service. Ensuring residents are aware of the new requirements. The contract includes the collection of additional dry recyclable material via 55 litre kerbside boxes. The additional material includes glass and cartons (Tetrapak) that residents are currently able to recycle via bring sites across the district. The transition to kerbside collection of these materials means that the 75 recycling bring sites across the district will no longer be required. The budget set for the new contract assumed a rationalisation of recycling bring sites across the district and with the current contract for the provision and emptying of glass banks in the district set to expire on 31 January 2027 and the agreements relating to the textile and carton banks expiring from October 2026, it is planned to remove the banks, commencing in December 2026. Implementation of the new waste and recycling collection arrangements is being made in accordance with an implementation timetable that has been developed jointly with Veolia. 1400 residents in rural and hard to reach areas have been receiving food waste collections from 1 April 2026. Communication via a variety of media is currently being undertaken alongside the delivery of 70,000 green boxes and lids that commenced on 17 August 2026 and will continue over a period of four weeks in readiness for the additional material being collected from the kerbside from 5 October 2026. Elected members and town and parish council clerks are also being provided with information about the new service during August so that they can support their local residents with any questions that may arise. A set of frequently asked questions has been written that will be further developed if additional questions arise.
Highlight any associated risks/finance/legal/equality considerations:	Risk associated with the award of the new contract to Veolia are set out in the Cabinet report dated 14 November 2025.

	14 of the 75 bring sites are designated as community sites and the community organisations on whose land they are suited receive quarterly payments that are linked to the recycling credit revenue linked to the tonnage collected at those locations. Removal of the bring banks will mean these payments come to an end for the community organisations involved.
Details of any Alternative Options Considered and rejected (together with reasons):	Details of alternative options considered are set out in the Cabinet report dated 14 November 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:	x Not applicable – Decision [and report] to be published
<i>Tick one or more of the specific exemptions,</i> <u>and</u> <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>	If Report is not to be published – tick one of the following boxes: 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: • 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: [insert]

Officers

Signed:

Jonathan Hamlet

Title: Waste and Recycling Manager

Signed:



Tim R. Clarke

Title: Assistant Director, Housing and Environment

Signed:



Damian Williams

Title: Corporate Director, Operations and Delivery

In consultation with:

Signed:



Councillor Adrian Smith

Portfolio Holder for Environment & ICT

Signed:

Richard Barrett

Corporate Director for Finance & IT

Dated: