

Record of officer decision

Decision title:	Officer decision to purchase plastic sacks for holiday lets
Date of decision:	26 th July 2019
Decision maker:	Acting Assistant Director for Regulation, Environment and Waste
Authority for delegated decision:	Operational decision under directorate scheme of delegation as outlined in Section 7 of the constitution. Para 3.7.5. An operational decision involves the day to day management of the council. They are usually incidental to a function being exercised by the council. Such decisions are taken by the chief executive, in accordance with the scheme of delegation and any financial or contracting requirements specified in the finance or contracts procedure rules and will be classed as operational so long as: <ul style="list-style-type: none"> • Is within an approved budget • Is not in conflict with the council's policies, strategies or relevant service plans • Does not amend existing or raise new policy issues
Ward:	Countywide
Consultation:	No consultation was carried out.
Decision made:	To purchase rolls of plastic sacks to be used as part of a trial for use by self-contained holiday lets, up to the total value of £1,200 for the financial year 2019-20.
Reasons for decision:	<ul style="list-style-type: none"> • In accordance with the council's procurement guidance for a low value service, 3 companies were invited to quote for provision of this service. • JPK provided the most economically advantageous quote • There is no conflict with any council policy, strategy or service plan. • This decision does not amend existing or raise new policy issues. • Self-contained holiday lets are commercial according to the Controlled Waste Regulations therefore should be paying for any waste produced at the property. Many of these properties are rurally located where bins are not suitable therefore running a trial to provide the option to pay for recycling sacks as well as commercial general rubbish sacks will allow those unable to use bins to continue to recycle.
Highlight any associated risks/finance/legal/equality considerations:	No associated risks identified.
Details of any alternative options considered and rejected:	<ul style="list-style-type: none"> • Full open tender exercise but for a trial on a low value purchase it is deemed suitable to demonstrate best value through the provision of 3 quotes. • Use the ESPO 860_18 framework but all prices included within the framework are for greater quantities than required for a trial. • Do nothing but this would mean self-catering holiday accommodation properties requesting to use the council service whose property is not suitable for a wheeled bin would not have an option to recycle their waste.
Details of any declarations of interest made:	No declarations of interest.

Signed

Date: 26th July 2019