

**RECORD OF EXERCISE OF DELEGATED AUTHORITY BY OFFICER PURSUANT TO
REGULATION 13 OF THE LOCAL AUTHORITIES (EXECUTIVE ARRANGEMENTS)
(MEETINGS AND ACCESS TO INFORMATION) (ENGLAND) REGULATIONS 2012 &
THE OPENNESS OF LOCAL GOVERNMENT BODIES REGULATIONS 2014**

<u>SUBJECT OF DECISION</u>	
Extension and amendments to the existing Recycling Collection Shared Service Agreement with Coventry City Council	
<u>DECISION REFERENCE</u> 06/01/2026	<u>SOURCE OF AUTHORITY AND REFERENCE</u> (i.e. Committee/ Constitution/Minute No. etc.) NBBC Constitution (August 2025) section 3D.1(c) 3D.2 (a) and 3E.5 (a)
<u>DATE OF DECISION</u> DO/77/2026 (AB)	<u>DECISION MAKER (Name and Job Title)</u>  Alastair Blunkett Assistant Director – Environmental and Enforcement

RECORD OF THE DECISION

a) The issue

Household Dry Recycling Collections have been delivered by Coventry City Council through a shared service agreement that was signed on the 15th October 2018 (Appendix A). The original agreement was an initial term of 7 years, with the option to extend for any period up to an additional 7 years, this option was exercised for an additional year in 2024 through to March 2026.

To ensure the consistent and uninterrupted statutory service delivery, an additional extension is required, at a proposed duration of 2 years – to 31st March 2028.

A variation to the agreement has been proposed and informally agreed by both parties. NBBC legal and procurement teams have confirmed their satisfaction with the variation, which carries no financial implications to NBBC or changes to the service delivered to residents. The changes ensure a best practise approach is taken, ensuing updates to outdated information, and ensures improvements to communication channels and processes between both parties, to aid consistent and acceptable service delivery during the extension period.

b) The Decision

- i) To extend the household recycling collections shared service agreement with Coventry City Council by an additional 2 years.

and

- ii) To approve the variation for formal submission and execution.

REASON FOR THE DECISION

A Contract extension was previously agreed to allow for a review of the service provision to be undertaken due to the upcoming changes to waste collection services through simpler recycling as set out in the Environment Act 2021.

A review was undertaken into the provision of space and infrastructure currently available at the Council Depot at Gresham Road, with awareness and consideration to the legislative requirement to provide mandatory food waste collections in 2026.

The Council will be required to provide weekly food waste collections to all households within the Borough – requiring additional collection vehicles to be housed at the Council's Gresham Road Depot. Work is ongoing to enable this within the existing infrastructure constraints at Gresham Road Depot. Initial reports from the surveyors indicate that there are insufficient space for further vehicles beyond those required for the new food waste service and those already housed at the Depot.

As part of the review the Council has also procured its own routing software, which will allow for review of all vehicles used to deliver waste and street cleansing services.

Attempts were made in late 2024 to market test the service to understand the operates this would bring, however there was no interest from possible service providers. As such, open pre-market engagement for household recycling collections will be required to consider alternative outsourcing options and aid decision making for the future of the household recycling collections when this extension ends.

The extension will allow additional time to explore the options for the service delivery and plan for the future of the recycling collections as well as allow the new food waste collection service to acclimatise.

Following discussion with Coventry City Council, an extension period of two years is proposed initially, at which point the lifetime of the vehicles used on the service will require renewal – requiring a longer shared service agreement renewal, or alternative delivery models for the service to be implemented.

ALTERNATIVE OPTIONS CONSIDERED AND REJECTED IN MAKING THE DECISION

In house provision

Rejected - Due to space constraints at the Council's Gresham Road Depot, further infrastructure and land provision scoping and exercises need to take place to consider this option fully and compare with other options.

To re-procure

Rejected - Soft market testing was unsuccessful, open pre-market engagement is required to aid decision making and inform officers of supplier availability.

WARD RELEVANCE

The recycling service provision is standardised across Nuneaton and Bedworth, the extension will not impact residents as there are no changes to how the service will be delivered.

FINANCIAL AND BUDGET IMPLICATIONS

The existing parameters of the contract remain the same, this is simply an extension of the pre-existing service provided alongside minor amendments to the wording of the agreement without any impact on financial or other.

CONSULTATION UNDERTAKEN WITH MEMBERS/OFFICERS

Portfolio Holder - Communities and Public Services
Strategic Director - Public Services
Assistant Director - Finance
Assistant Director - Democracy & Governance

ANY CONFLICT OF INTEREST DECLARED BY ANY MEMBER CONSULTED

None

IN RESPECT OF ANY DECLARED CONFLICT BY A CABINET MEMBER, ANY DISPENSATION GIVEN BY THE HEAD OF PAID SERVICE (Note if the decision is a non-executive decision, no dispensation can be given).

None

EQUALITIES IMPLICATIONS (including any Equality Impact Assessment)

None, the service, how it is delivered and the policies impacting residents and staff remain unaffected by the extension.

HUMAN RESOURCES IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

FINANCIAL IMPLICATIONS

There are no changes to contacted financial terms. Inflation increases annually alongside estimate pay award increases and other uplifts are included as estimate for future years.

HEALTH EQUALITIES IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

SECTION 17 CRIME & DISORDER IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

RISK MANAGEMENT IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

SME (SMALL/MEDIUM ENTERPRISES) & LOCAL ECONOMY IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

ENVIRONMENTAL IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

LEGAL IMPLICATIONS

None, the service, how it is delivered and managed remains unaffected by the extension.

ANY OTHER COMMENTS

**PLEASE RETURN TO THE MONITORING OFFICER AS SOON AS A DECISION IS
MADE OR AS REASONABLY PRACTICABLE THEREAFTER**