

Officer Decision Record – Executive Decision

If Key Decision: Decision Ref. No.

B185/23

If not a Key Decision write n/a above

OFFICER DECISION RECORD ⁱ

Officer Key Decisions are subject to the Council's Call-In Procedure (Annex 9 of the Council's Constitution <https://www.hertfordshire.gov.uk/about-the-council/freedom-of-information-and-council-data/open-data-statistics-about-hertfordshire/who-we-are-and-what-we-do/who-we-are-and-what-we-do.aspx>)

Subject: Proposal to enter a contract or contracts for the delivery of site improvements at Bishops Stortford and Berkhamsted Recycling Centres

Type of Decision: Executive

Key Decision (Executive Functions only): Yes

Executive Member/Committee Chairman: Eric Buckmaster

Portfolio (Executive Functions only): Environment

Officer Contact: Matthew King

Tel: 01992 556207

1. **Decision**

To enter into a construction contract for the delivery of site improvements to the Bishops' Stortford and Berkhamsted Recycling Centres

2. **Reasons for the decision**

Hertfordshire County Council (HCC), as the Waste Disposal Authority (WDA) for Hertfordshire, has a statutory duty to provide Recycling Centres (RCs) for use by residents within the administrative area.

The Council currently operates 16 Recycling Centres across Hertfordshire ranging from recently constructed purpose-built sites in Ware and Welwyn Garden City through to older and smaller sites including Bishops' Stortford and Berkhamsted.

Through Hertfordshire's Local Authority Collected Waste Spatial Strategy the need for replacement or upgraded sites has been identified, but despite sites searches and representations through the Local Plan processes alternative sites for Bishops' Stortford and Berkhamsted have not been identified.

Therefore, HCC commissioned consultants RPS to identify improvements to the existing sites. Following submission and agreement on proposals RPS were commissioned to submit and achieve planning permission, appoint a construction contractor, and manage the construction process.

Improvements to the sites primarily involve the expansion of the footprints to allow for additional containers and parking spaces to improve the capacity of the site, increase the number of materials that can be recycled in the future and in response to government / environmental requirements and reduce queuing and traffic impact on the local area.

Due process included consultation on the planning applications with planning permission for improvements to the sites granted in March 2024 for Berkhamsted Recycling Centre and July 2024 for Bishops Stortford Recycling Centre. RPS has now completed a mini-competition process through the Pagabo procurement framework for the construction works and this Decision Record and associated Decision Report seeks approval to appoint the construction contractor.

3. Alternative options considered and rejected

The need for either replacements for, or upgrades to, the Bishops' Stortford and Berkhamsted Recycling Centres has been identified through Hertfordshire's Local Authority Collected Waste Spatial Strategy. Sites searches for alternative sites have not identified suitable areas and therefore the required improvements can only be achieved by improvements to the existing sites.

Alternatives include maintaining the current provision at these sites, or fully closing the sites, but neither of these options are considered viable with a clear need identified for improved facilities within these areas.

4. Consultation (see Summary of Requirements below)

Was any Councillor consulted? Yes

If yes:

(a) Comments of Executive Member/Committee Chairman

I am content with the decision.

(b) Comments of other consultees

None

5. Any conflict of interest declared by a councillor who has been consulted in relation to the decision

N/A

6. Following consultation with the Executive Member/Committee Chairman, I am proceeding with the proposed decision.

Signed: Matthew King

Title: Head of Waste Management

Date: 14 August 2024

Copies of record to:

- All consultees
- hard & electronic copy (if required to be made available for public inspection) to Democratic Services Manager - Room 213 County Hall.ⁱⁱ

Summary of Requirements to Inform/Consult Councillors

| Significance of Proposed Action | Controversial | Relevant Councillor(s) to be Consulted |
|--|----------------------|---|
| Technical/Professional/ Routine | No | No need to inform or consult councillors |
| Technical/Professional/ Routine | Yes | Executive Functions: Consult relevant Lead Executive Member and, where appropriate, Local Councillor Non-Executive Functions: |

| | | |
|------------------------|-----|--|
| | | Relevant Committee Chairman and, where appropriate, Local Councillor |
| Local | No | Executive Functions: Inform Lead Executive Member and Local Councillor Non-Executive Functions: Inform Local Councillor |
| Local | Yes | Executive Functions: Consult Lead Executive Member and Local Councillor Non-Executive Functions: Consult Local Councillor |
| General or County-wide | No | Executive Functions: Consult relevant Lead Executive Member (s) Non-Executive Functions: Consult relevant Committee Chairman |
| General or County-wide | Yes | Executive Functions: Consult relevant Lead Executive Member (s) and the Leader of the Council Non-Executive Functions: Consult relevant Committee Chairman/Leaders all Political Groups |