



# WOKINGHAM BOROUGH COUNCIL

A Meeting to consider an **INDIVIDUAL EXECUTIVE MEMBER DECISION** will be held in LGF6 - Civic Offices, Shute End, Wokingham RG40 1BN on **MONDAY 15 JANUARY 2024 AT 10.30 AM**

Susan Parsonage  
Chief Executive  
Published on 5 January 2024

**Note:** Members of the public are welcome to attend the meeting or participate in the meeting virtually, in accordance with the Council's Constitution. If you wish to participate either in person or virtually via Microsoft Teams, please contact Democratic Services: [Democratic.services@wokingham.gov.uk](mailto:Democratic.services@wokingham.gov.uk)

The meeting can also be watched live using the following link:  
<https://www.youtube.com/live/-sMZ1dda1N4?feature=shared>

This meeting may be filmed for inclusion on the Council's website. Please note that other people may film, record, tweet or blog from this meeting. The use of these images or recordings is not under the Council's control.



# WOKINGHAM BOROUGH COUNCIL

## Our Vision

***A great place to live, learn, work and grow and a great place to do business***

### Enriching Lives

- Champion outstanding education and enable our children and young people to achieve their full potential, regardless of their background.
- Support our residents to lead happy, healthy lives and provide access to good leisure facilities to complement an active lifestyle.
- Engage and involve our communities through arts and culture and create a sense of identity which people feel part of.
- Support growth in our local economy and help to build business.

### Safe, Strong, Communities

- Protect and safeguard our children, young and vulnerable people.
- Offer quality care and support, at the right time, to prevent the need for long term care.
- Nurture communities and help them to thrive.
- Ensure our borough and communities remain safe for all.

### A Clean and Green Borough

- Do all we can to become carbon neutral and sustainable for the future.
- Protect our borough, keep it clean and enhance our green areas.
- Reduce our waste, improve biodiversity and increase recycling.
- Connect our parks and open spaces with green cycleways.

### Right Homes, Right Places

- Offer quality, affordable, sustainable homes fit for the future.
- Build our fair share of housing with the right infrastructure to support and enable our borough to grow.
- Protect our unique places and preserve our natural environment.
- Help with your housing needs and support people to live independently in their own homes.

### Keeping the Borough Moving

- Maintain and improve our roads, footpaths and cycleways.
- Tackle traffic congestion, minimise delays and disruptions.
- Enable safe and sustainable travel around the borough with good transport infrastructure.
- Promote healthy alternative travel options and support our partners to offer affordable, accessible public transport with good network links.

### Changing the Way We Work for You

- Be relentlessly customer focussed.
- Work with our partners to provide efficient, effective, joined up services which are focussed around you.
- Communicate better with you, owning issues, updating on progress and responding appropriately as well as promoting what is happening in our Borough.
- Drive innovative digital ways of working that will connect our communities, businesses and customers to our services in a way that suits their needs.

**For consideration by  
Councillor Ian Shenton, Executive Member for Environment, Sport and Leisure**

**Officers Present  
Richard Bisset, Lead Specialist, Place Clienting**

<b>IMD NO.</b>	<b>WARD</b>	<b>SUBJECT</b>	
IMD 2024/01	All Wards	<b>USE OF WASTE COLLECTION CHANGES FUNDING FOR CONTAINERS</b>	<b>5 - 8</b>

**CONTACT OFFICER**

**Priya Patel**  
**Email**  
**Postal Address**

Head of Democratic & Electoral Services  
priya.patel@wokingham.gov.uk  
Civic Offices, Shute End, Wokingham, RG40 1BN

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# Agenda Item IMD1

## INDIVIDUAL EXECUTIVE MEMBER DECISION REFERENCE IMD: 2024/01

<b>TITLE</b>	Use of Waste Collection Changes funding for containers
<b>DECISION TO BE MADE BY</b>	Executive Member for Environment, Sport and Leisure - Ian Shenton
<b>DATE, MEETING ROOM and TIME</b>	15 January 2024 LGF6 - 15 January 2024 @ 10.30am
<b>WARD</b>	(All Wards);
<b>DIRECTOR / KEY OFFICER</b>	Director, Place and Growth - Giorgio Framalocco

### **PURPOSE OF REPORT (Inc Strategic Outcomes)**

To gain approval for the use of existing funds from the waste changes project to be used for containers e.g. green recycling bags and kitchen caddies and to cover any additional costs (either capital or revenue).

### **RECOMMENDATION**

1. To approve the use of existing 'waste changes' funding for containers green recycling bags and kitchen caddies and approval any surplus funds to form a contingency for any unexpected costs either capital or revenue.

### **SUMMARY OF REPORT**

In March 2023, Executive approved the implementation of future changes to waste collection in 2024 including the associated funds. £1.96m in funding was approved, which was divided into Revenue (c.£460k) which delivers the operational aspects of the project and Capital (c.£1.5m) for the purchase and distribution of the wheeled bins.

A robust procurement exercise for the purchase and separate distribution of the wheeled bins was undertaken in September 2023. The winning tenders' prices for the wheeled bins and separate distribution were significantly under the approved £1.5m budget by nearly £390k. This report seeks approval to utilise any available funds from the approved £1.96m for additional containers, e.g. green recycling bags and kitchen caddies and to cover any unexpected costs either capital and revenue.

Although there are currently significant stocks of containers including green recycling bags at the depot (c.80k bags), it is possible that these could be fully used when the waste changes scheme goes live in August 2024. Therefore, there could be a shortage of recycling bags which would significantly impact on the project and generate resident complaints.

In terms of kitchen caddies, it is possible that more will be required. Although there is an annual budget within the general waste accounts to cover caddy resupply, this could be spent and therefore impact on the project.

There are available funds for the capital purchase of containers and this report requests approval to utilise some of these funds as well as setting aside further capital and revenue contingency for any unexpected costs.

## **Background**

In March 2023, following discussions at Overview and Scrutiny, the Executive approved the changes to how waste would be collected in the borough from 2024 onwards. The changes would involve collection of rubbish in new 180-litre wheeled bins, recycling in the existing green bags and food waste in the existing caddies. The refuse and recycling would move to alternate weeks whilst the food waste would be collected on a weekly basis as current.

The full Executive report can be located below:

[\(Public Pack\)Agenda Document for Executive, 21/03/2023 19:00 \(moderngov.co.uk\)](#)

As part of this approval, the Executive granted the use of funds to commence the project, deliver the changes, purchase and distribute wheeled bins. The budget was divided into Revenue (c.£460k) which delivers the operational aspects of the project and Capital (c.£1.5m) for the purchase and distribution of the wheeled bins.

The Executive report in March prescribed the use of capital for 'wheeled bins' only and this report seeks to use the remaining capital for both the supply of containers (e.g. green recycling bags/food waste caddies) and to set aside some contingency (revenue/capital) for any unexpected costs.

An in-depth procurement exercise was undertaken in September 2023 for the purchase and distribution of wheeled bins. The winning tenders' prices for the wheeled bins and separate distribution were appreciably under the approved £1.5m budget by nearly £390k.

However, there is a requirement to ensure there are adequate stocks of containers including green recycling bags and kitchen caddies available for residents to collect if they require them. There are currently 80k green recycling bags at the depot which equates to over one per household. In October, communications were launched to residents outlining the changes next year and this saw a surge of recycling bag collections by residents. Although this stock should be enough, it is possible that these could run out, which will significantly impact the delivery of the service as well as causing reputational damage.

There is also the possibility that more kitchen caddies would be needed. Although there are annual capital funds within the waste budget for caddies these could be used and therefore it is prudent to have further budget ready if required.

In addition, it is requested to utilise any surplus underspend (if required) for any unexpected costs which arise on a capital or revenue basis.

## Business Case (including Analysis of Issues)

The original business case was approved in March 2023 by the Executive and this budget still stands.

This report is not requesting additional funds. It simply seeks approval to utilise 'underspend' for containers i.e. green recycling bags/kitchen caddies as well any surplus underspend for any additional capital or revenue costs. This is only in the event that it is required.

### FINANCIAL IMPLICATIONS OF THE RECOMMENDATION

***The Council faces unprecedented financial pressures as a result of; the longer term impact of the COVID-19 crisis, Brexit, the war in Ukraine and the general economic climate of rising prices and the increasing cost of debt. It is therefore imperative that Council resources are optimised and are focused on the vulnerable and on their highest priorities.***

There are no financial implications to use the approved funds for containers or any unexpected revenue/capital costs.

	How much will it Cost/ (Save)	Is there sufficient funding – if not quantify the Shortfall	Revenue or Capital?
Current Financial Year (Year 1)	N/A	N/A	N/A
Next Financial Year (Year 2)	N/A	N/A	N/A
Following Financial Year (Year 3)	N/A	N/A	N/A

### Other financial information relevant to the Recommendation/Decision

This proposal does not change the amount of funding being requested to deliver this project. The proposal seeks greater clarity as to how the already approved funding can be utilised in order to deliver the project.

The approved Executive report can be located as follows: [\(Public Pack\)Agenda Document for Executive, 21/03/2023 19:00 \(modern.gov.co.uk\)](#).

### Cross-Council Implications (how does this decision impact on other Council services, including property and priorities?)

There are no implications for any other services within the Council.

### Public Sector Equality Duty

The Public Sector Equality Duty has been undertaken and an equalities assessment has been completed - [\(Public Pack\)Agenda Document for Executive, 21/03/2023 19:00 \(moderngov.co.uk\)](#)

**SUMMARY OF CONSULTATION RESPONSES**

<b>Director – Resources and Assets</b>	No comments
<b>Monitoring Officer</b>	No comments
<b>Leader of the Council</b>	No comments

**For Highways use only**

*If your item is not about a highways matter you do not need to complete the Town and Parish Council information or the Local Ward Member information*

**Town and Parish Councils**


**Local Ward Members**


**Reasons for considering the report in Part 2**

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**List of Background Papers**

The full Executive report:  
[\(Public Pack\)Agenda Document for Executive, 21/03/2023 19:00 \(moderngov.co.uk\)](#)

<b>Contact</b> Richard Bisset	<b>Service</b> Place
<b>Telephone No</b>	<b>Email</b> richard.bisset@wokingham.gov.uk