

<h1>BRIEFING</h1>	TO:	Sam Barstow Assistant Director for Community Safety and Street Scene
	DATE:	29 th April 2024
	LEAD OFFICER:	Barry Connolly Head of Environmental Services Regeneration and Environment
	TITLE:	Household Waste Recycling Centre cabin replacement programme
1. Background		
1.1	In October 2023, the Household Waste Recycling Centre contract changed from its previous incumbent to a new contractor HW Martin Ltd. As part of the tender process and the new contract, the Council wished to procure the assets for the running of the sites as the front facing element of the service will be brought in house in October 2026. Included in these assets were four brand new staff cabins to replace the current ones that are run down and not fit for purpose having been used for the last 17 years.	
2. Key Issues		
2.1	To allow the safe disconnecting and removal of the current site cabins, and the installation of the new cabins, the sites must be closed to the public to minimise the risk of any incidents during vehicle and asset movements. The sites would be required to be closed for three days to allow these works to be undertaken, with the sites re-opening as soon as the works have been completed. The cabin replacement works would be undertaken across multiple weeks allowing for one site to be closed and the other three sites to remain open to the public. Staff from the closed site will be distributed to the remaining sites to assist with increase footfall.	
3. Key Actions and Timelines		
3.1	The site cabins are to be installed at the sites on the dates below: Car Hill – Monday 13 th May to Wednesday 15 th May Warren Vale – Monday 20 th May to Wednesday 22 nd May	
3.2	Both Magilla, North Anston and Lidget Lane, Bramley require Northern Grid to shut the power off to sites to allow the disconnection and installation of the cabins. We are still awaiting confirmed dates for these two sites but it will be after the school half term starting week commencing 27 th May at the earliest so to not disrupt the sites and residents through the busier periods.	
4. Recommendations		
4.1	To approve the temporary closure of Car Hill and Warren Vale Household Waste Recycling Centres for three days each to allow the disconnection and removal of the old staff cabins and the installation of the new ones.	