

ROTHERHAM METROPOLITAN BOROUGH COUNCIL

RECORD OF OFFICER EXECUTIVE DECISION

Date of Decision:	23 rd October 2026
Title:	Household Waste Recycling Centre (HWRC) - Opening Hours
Decision Maker: (Including Job Title)	Sue Procter – Interim Service Director, Community Safety & Street Scene
Details of Specific Delegation or Delegation contained in the relevant Sub-Scheme of Delegation.	As per the Regeneration and Environment sub-scheme of delegation, the Executive Director is authorised as follows: Sub-Scheme of Delegation - Executive Director of Regeneration and Environment.pdf Page 7 7. Other functions Any function not otherwise reserved to the full Council, the Cabinet, a committee of the Cabinet, a member of the Cabinet, a joint committee discharging executive functions or another local authority, relevant to the Service Director's portfolio. Appendix 9 Responsibility for Functions.pdf SECTION 4C6: EXECUTIVE DIRECTOR OF REGENERATION AND ENVIRONMENT – DELEGATED EXECUTIVE FUNCTIONS The Executive Director of Regeneration and Environment is authorised to discharge executive functions for: 1. Community Safety and Street Scene (a) Community Safety, Resilience and Emergency Planning (d) Waste and Street Scene
Decision:	To approve the implementation of standardised Household Waste Recycling Centre (HWRC) opening hours options of 09:30 to 17:00 throughout the entire year, removing the current

	seasonal variations. This change will ensure consistency of service delivery and alignment with council policies and operational requirements.
Reasons for the Decision:	• Standardising opening hours ensures full alignment with the Council's terms and conditions of employment and provides a consistent operational framework. • Removing seasonal fluctuations in opening times improves service predictability for residents and staff. • The change replaces the previous winter (6 hour) and summer (8.5 hour) schedules with a balanced and equitable year-round model. • More consistent and stable working hours support improved staff retention, recruitment, and operational planning. • A uniform 09:30 opening time provides better access for residents during periods of highest demand, thereby enhancing the overall customer experience and efficiency of the service.
Details of alternative options considered and rejected:	Traffic count data has been reviewed and clearly demonstrates that the busiest period of the day occurs during the morning. As a result, opening earlier provides the greatest benefit to residents and aligns best with service demand. As the objective was to remove seasonal variations in opening hours and better align operational requirements with the Council's standard 37-hour working week, the proposed opening hours of 9:30am to 5:00pm represent the most suitable option and meet all identified requirements. Alternative opening hours were assessed, including comparisons with HWRCs operated by neighbouring authorities, and the continuation of seasonal opening arrangements was also considered. However, none of the alternatives provided the same balance of operational efficiency, customer demand, workforce alignment, and service consistency as the proposed hours of 09:30am to 5pm.
Conflicts of interest declared by any Cabinet Member consulted by the decision maker	N/A

which relates to the decision:	
Dispensations Granted: (If any)	N/A
Conflicts of interest declared by the Decision Maker if they sit as a Cabinet appointed representative to an outside body which relates to the decision:	N/A
Dispensations Granted: (If any)	N/A
Reports or parts of reports relevant to the decision being taken:	Briefing (Exempt from public in accordance with Paragraph 3 – Schedule 12a Local Government Act 1972) Equalities Impact Assessment Carbon Impact Assessment

I certify that this is a true record of the executive decision to:

Review the Household Waste Recycling Centre opening hours for the above reasons.

I confirm that in making this decision, due regard was given to the seven principles of public life.

Signed by the Decision Maker:



Dated: 23rd October 2026

Name: Sue Procter

Job Title: Interim Service Director Community Safety and Street Scene