



# EXECUTIVE MEMBER DECISION

<b>REPORT OF:</b>	Executive Member for Environment & Operations
<b>LEAD OFFICERS:</b>	Strategic Director of Environment & Operations
<b>DATE:</b>	01 September 2023

<b>PORTFOLIO/S AFFECTED:</b>	Environment & Operations
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<b>WARD/S AFFECTED:</b>	All
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<b>SUBJECT:</b> Management of household waste recycling centres (HWRCs)
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## 1. EXECUTIVE SUMMARY

The Council has a statutory obligation to provide one or more HWRCs where residents can dispose of their household waste. The Council currently operates 2 HWRCs currently managed under contract by waste management company, Suez Recycling and Recovery UK. In 2022, the Council postponed plans to build a new HWRC and close the 2 existing HWRCs. Therefore it is necessary to re tender the existing service via the Chest portal.

## 2. RECOMMENDATIONS

That the Executive Member:

Approve the procurement strategy for the continued provision of the HWRC service at the 2 existing sites.

## 3. BACKGROUND

The requirement for the provision of a Household Waste Recycling Centre (HWRC) service is a statutory duty on the local authority, acting in its capacity as a Waste Disposal Authority (WDA).

However, there is an increasing environmental pressure, legislative requirement and financial incentive for HWRCs to provide more than a simple disposal (landfill or incineration) facility which means an increasing requirement for separate containers for different types of 'waste' to ensure either their recycling, or safe disposal. For example, furniture treated with fire retardants, treated and untreated wood, hazardous wastes, electrical wastes and items for reuse.

The contract - for 2 years with an option to extend for a further 2 years - would cover all aspects of day to day management of the Council's 2 HWRCs, plus arranging for the transport and disposal/recycling/recovery of all materials from the centres (with the exception of non-recyclable materials and green waste, where the Council has existing contracts).

Bids for the contract will be evaluated against the following criteria :-

\* Price - 50%

- \* Quality - 35%
- \* Social value - 15%

### **The impact of the new contract for residents**

The opening hours may remain unchanged but bidders will be asked to price for different opening hours options to those in place at present in order that the Council can evaluate any cost savings that these may realise.

In all other key aspects of the service because of space restrictions, service users will see no discernible difference: for example, access policies, the use of skips to deposit rubbish/recyclables, closure of the sites during skip exchanges and web based service information (provided on the Council web site).

### **Contract performance management**

The contract would require the Contractor to provide the Council with a wide variety of information on a regular basis. This is in recognition of the Council's duty of care and strategic objectives in other areas. For example health and safety compliance, staff training and development, site licence compliance, recycling rates, etc.

## **4. KEY ISSUES & RISKS**

The following risks and issues have been considered :-

- \* Bring the centres in house – this was rejected as the Council does not have the resources to manage the service including transport and access to end markets
- \* Close the existing sites and move to the planned new site – this was the intention with a new contract procured to manage the new site. As set out above, the plan for a new site has been postponed due to the economic climate (inflation affecting the capital build costs). If this changes then this option would be considered again
- \* Extend the existing contract – the existing contract does not allow for this
- \* Potential for savings under the new contract – this is unlikely given
  - a) it is not viable to close one of the centres
  - b) the current inflationary pressures
  - c) depressed current market for recyclables such as cardboard
  - d) restricted options for increasing recycling due to space limitations at the sites
  - e) emerging government legislation relating to requirements of the sites to cater for DIY waste and hazardous POPs (flame retardant) containing soft furnishings separation for disposal.

## **5. POLICY IMPLICATIONS**

None

## **6. FINANCIAL IMPLICATIONS**

The cost of management of the HWRC sites will be met from within existing budgets.

## **7. LEGAL IMPLICATIONS**

The procurement process will be carried out in accordance with the Council's Contract and Procurement Procedure rules and the Public Procurement Regulations. Contract will be in a form approved by legal officers.

## 8. RESOURCE IMPLICATIONS

Officers from within the Environment Department and the Contracts and Procurement Team will write the tender documents and carry out the evaluation and award process. The existing resources within the council will administer the contract.

## 9. EQUALITY AND HEALTH IMPLICATIONS

Please select one of the options below. Where appropriate please include the hyperlink to the EIA.

Option 1  Equality Impact Assessment (EIA) not required – the EIA checklist has been completed.

Option 2  In determining this matter the Executive Member needs to consider the EIA associated with this item in advance of making the decision. *(insert EIA link here)*

Option 3  In determining this matter the Executive Board Members need to consider the EIA associated with this item in advance of making the decision. *(insert EIA attachment)*

## 10. CONSULTATIONS

This report has been produced following discussions with existing service and potential future providers.

## 11. STATEMENT OF COMPLIANCE

The recommendations are made further to advice from the Monitoring Officer and the Section 151 Officer has confirmed that they do not incur unlawful expenditure. They are also compliant with equality legislation and an equality analysis and impact assessment has been considered. The recommendations reflect the core principles of good governance set out in the Council's Code of Corporate Governance.

## 12. DECLARATION OF INTEREST

All Declarations of Interest of any Executive Member consulted and note of any dispensation granted by the Chief Executive will be recorded and published if applicable.

<b>VERSION:</b>	<b>1</b>
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<b>CONTACT OFFICER:</b>	<b>Stuart Hammond</b>
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<b>DATE:</b>	21/6/23
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<b>BACKGROUND PAPER:</b>	None
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