

Decision Report - Executive Decision  
Forward Plan Reference: FP/24/01/19  
Decision Date - 5<sup>th</sup> March 2024  
Key Decision - Yes

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## Corporate General Waste & Recycling Contract for Somerset Council

Executive Member(s): Cllr. Ros Wyke – Lead Member for Economic Development, Planning and Assets

Local Member(s) and Division: All

Lead Officer: Oliver Woodhams, Service Manager Strategic Asset Management

Author: Sam Tapp, Facilities Services Manager – Contracts

### Summary / Background

- 1.1 The decision has been made to procure a corporate contract to provide waste collection services to the corporate estate of the Authority. There appears to be a significant opportunity to attain better services for the public estate in Somerset that will – in most if not all cases – save money, while improving environmental outcomes and meet newest waste legislation.

### Recommendations

- 2.1 That the Lead Member for Economic Development, Planning and Assets agrees
  - a. To approve the recommendation to appoint the contractor on the advertised conditions of contract following tender review and evaluation as outlined in Confidential Appendix A.
  - b. Agrees the case for applying the exempt information provision as set out in the Local Government Act 1972, Schedule 12A and therefore to treat the attached confidential Appendix A in confidence, as they contain information relating to the financial or business affairs of the Council, and the case for the public interest in maintaining the exemption outweighs the public interest in disclosing that information.

### Reasons for recommendations

- 3.1 As part of the pre-vesting day LGR programme, Somerset Waste Partnership and the LGR Asset Rationalisation workstream did a joint exercise to explore whether there would be scope to improve on current prices and

environmental outcomes if demand across the local government estate were to be combined.

The finding as the per the attached report, indicated that much improvement was need in order to follow the leading example of Somerset Council household waste collections. The report also highlighted that due to a large variation in the size and usage of the sites, there was significant disparity between the amount and quality of recycling being performed in certain areas.

It was agreed that the best way to address these issues, was by procuring a commercial waste contractor to provide collections of waste and recycling from the corporate estate. This would allow us to give careful consideration to the way we deal with waste, which would likely lead to lower costs and better environmental outcomes.

- 3.2 Currently, waste is collected under a range of contracts that have been taken out to cover individual sites within the former legacy councils. In addition, from 31 March 2025, all businesses will be legally required to separate and recycle their food waste and this new corporate contract will ensure that the council can be compliant with the new regulation.
- 3.3 The initial contract period would be 36 months with the option to extend twice each for a period of 12 months. The potential total contract length could be a total of 5 years including options.

## **Other Options Considered**

### **Links to Council Plan and Medium-Term Financial Plan**

- 4.1 In relation to the Somerset Council Plan 2023-2027 this project will deliver against the following Priorities:
- A Greener, More Sustainable Somerset – The impetus to procure a corporate contract stems largely from the environmental implications. As the local authority and in line with our goals of becoming Net Zero in accordance with the Climate Emergency Framework, it is vital that we take the lead in the way we recycle. We also need to give further consideration to the way we ‘re-use’ items ensuring that as little as possible is sent treated as waste and is repurposed wherever possible. To achieve this, as a Council we must be willing to change behaviours and cultures within the organisation, ensuring that we are all working together operationally to secure a greener, more sustainable Somerset. A corporate contract will allow us to tailor the waste services we procure to our needs and guarantee the best value for money and environmental outcomes across the estate.

## **Financial and Risk Implications**

- 5.1 The project will support a number of the objectives of Somerset Council's Asset Management Strategy and the revenue costs will be met from within the Strategic Asset Management directorate revenue budget. Bids that are not compliant or outside the affordability envelope have not been evaluated.

## **Legal Implications**

- 6.1 The Council has procured the project in line with the Council's Contract Procedure Rules. The Council's Procurement team have advised on the procurement route.

## **HR Implications**

- 7.1 There are no TUPE or HR consultations required in relation to this decision.

## **Other Implications**

### **Equalities Implications**

- 8.1 There will be minimal impact however information will be provided to staff in clear and easy ways so they can understand the changes if any occur.

Alternative bins will be accessible (both in what is provided and where it is placed) to meet the access needs of our staff.

### **Community Safety Implications**

- 8.2 There are none

### **Climate Change and Sustainability Implications**

- 8.3 There are none

### **Health and Safety Implications**

- 8.4 There will be minimal change to the level of risk to Somerset Council employees than what currently exist. The contract dictates that the supplier will adhere to strict H&S practices in the course of providing their services. While consulting with the Health and Safety team, we were advised of the dangers that can occur with bins outside of office buildings. Subsequently, we have mitigated the risk by stipulating to the supplier that the bins provided should be lockable and metal wherever possible. This will deter vandalism and reduce the fire risk. Facilities managers will also ensure that bins are securely stored the appropriate distance from the building in line with Fire Risk Assessments.

## Health and Wellbeing Implications

8.5 There are none

## Social Value

8.6 There are none

## Scrutiny comments / recommendations:

9.1 The proposed decision has not been considered by a Scrutiny Committee in its own right.

## Background

10.1 As with the Hygiene bin contract, having a corporate contract has clear benefits. One of these is the simplicity of dealing with one supplier helping to ensure we receive the service we expect that can be tailored to our changing needs. More importantly though, it will enable the Council to give keen attention to the way recycle, ensuring that as a Council we are taking the lead in protecting the environment.

10.2

Procurement Stage	Dates	Overview
Information gathering	1 <sup>st</sup> November 2022 – 31 <sup>st</sup> December 2022	Gathering of all contract/service agreements in place to understand the requirements for a corporate contract.
Soft market testing	2 <sup>nd</sup> January – 2 <sup>nd</sup> February 2023	Somerset Council engaged in soft market testing with various to suppliers to ensure that those who were interested in bidding shared the goal of improving environmental outcomes.
Publication of advertisement	14 <sup>th</sup> November 2023	
Publication of Procurement Documents	14 <sup>th</sup> November 2023	
Clarification questions deadline	1 <sup>st</sup> December 2023 @ Noon	

Submission deadline	5 <sup>th</sup> January 2024 @ Noon	
Evaluation period	8 <sup>th</sup> January 2024 - 2 <sup>nd</sup> February 2024	
Notification of intention to award	29 <sup>th</sup> February 2024	
Mobilisation/implementation period	11 <sup>th</sup> March 2024 - 30 <sup>th</sup> April 2024	
Contract commencement	1 <sup>st</sup> May 2024	

## Background Papers

### 11.1 Confidential Appendix A: Tender Evaluation Report

#### Report Sign-Off

	Officer Name	Date Completed
Legal & Governance Implications	David Clark	19/02/2024
Communications	Peter Elliott	14/02/2024
Finance & Procurement	Nicola Hix	20/02/2024
Workforce	Dawn Bettridge	16/02/2024
Asset Management	Oliver Woodhams	14/02/2024
Executive Director / Senior Manager	Jason Vaughan	23/02/2024
Strategy & Performance	Alyn Jones	20/02/2024
Executive Lead Member	Cllr. Ros Wyke - Lead Member for Economic Development, Planning and Assets	22/02/2024
<b>Consulted:</b>	Councillor Name	
Local Division Member	N/A	
Opposition Spokesperson	Cllr. Mark Healey - for Prosperity, Assets and Development	23/02/2024
Scrutiny Chair	Cllr. Bob Filmer - Scrutiny Committee - Corporate & Resources	14/02/2024