

EXECUTIVE DECISION RECORD SHEET

Name of decision maker: Cllr Julie Laws

Portfolio: Portfolio Holder for Environment & Sustainability

Date of Portfolio Holder Decision:

Title of Decision: Awarding of contracts for the supply of Bins, Caddies and Sacks

Part II

Part II Reason:

Decision made and reasons:

Decision:

To delegate authority to the Assistant Director of Neighbourhood Delivery to award contracts for the supply of Bins, Caddies and Sacks in consultation with the Portfolio Holder for Environment & Sustainability.

Reason:

The Council are introducing a new method of service delivery for the Council's Waste and Recycling Collection function. The new collection service introduces a weekly collection of food waste, whilst providing an alternate weekly collection of residual and comingled recycling waste. A fortnightly collection of garden waste will remain but will be suspended in winter months. This new collection service will be introduced in autumn 2014.

To assist with the introduction of this service the Council are currently out to tender for the purchase of wheeled bins, and caddies for the collection of co-mingled recyclables and food waste along with a separate tender for the supply of sacks.

The Council will be purchasing 58,000 wheeled bins, 58,000 kerbside caddies and 15,000 kitchen caddies. The Council have tendered this opportunity through the ESPO Framework Agreement for Refuse and Recycling Products.

The Council are also out to tender for Sacks under the OJEU Open Procedure Route. The Council will initially purchase 58,000 kitchen caddy liners to be provided to all the households in Borough for the roll out of the new delivery model. The Council will then enter a 5 year contract for the supply of around 600,000 sacks per annum to the Council's Environmental Services Department.

It is imperative that the Council have the bins, caddies and sacks by the 17th November so they can be delivered to the households in time for the roll out of the new service. To achieve these timescales, when the tenders are returned there will not be sufficient time to go through the Portfolio Decision Sheet process. This is why delegated authority is required.

Reports considered: None

Officers/Councillors/Ward Councillors/Stakeholders Consulted:

Group Manager of Environmental Services

Assistant Director of Neighbourhood Delivery

Team Leader for Procurement, Compliance & Commissioning

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Environmental Products Lead Officer
Procurement Officer for Procurement, Compliance & Commissioning

Deputy Monitoring Officer comments:

Noting the comments of the Deputy S.151 officer I have no further comments to make on the report.

Deputy S151 Officer comments:

Further Member approval should be sought if the tendered prices are in excess of the approved budget levels quoted below.

Implications

Financial:

Exact prices will be determined through the tender process but budgeted figures are as follows:

New wheeled bins	58,000	£22.00	£1,276,000
Containers for food waste			
Kitchen Caddies	15,000	£0.79	£11,862
Lockable Kerbside Caddy	58,000	£2.51	£145,580
Compostable Liners	58,000	£2.09	£121,220
Total			£1,554,662

Risk:

If delegated authority is not provided there is a significant risk that the Council will not be able to roll out the new service delivery which could also lead to a reputational loss for the Council.

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Portfolio Holders Signature:

Date:

Details of any interests declared and any dispensations given by the Standards Committee:
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For Member Support Officer use only
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Date Decision Record Sheet received from portfolio holder:
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Date Decision Published:

Decision No:

Date of Expiry of Call-In Period:

Date any Call-In received or decision implemented:
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