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## **COUNCIL**

**Minutes of a Council Meeting held on Thursday 29 November 2018 in the Council Chamber, Town Hall, Matlock at 6.00 pm.**

### **PRESENT**

Councillor Richard FitzHerbert - In the Chair

Councillors Jason Atkin, Sue Bull, Martin Burfoot, Sue Burfoot, Albert Catt, Tom Donnelly, Ann Elliott, Graham Elliott, Chris Furness, Alyson Hill, Susan Hobson, Neil Horton, Angus Jenkins, Vicky Massey Bloodworth, Jean Monks, Tony Morley, Joyce Pawley, Garry Purdy, Irene Ratcliffe, Mike Ratcliffe, Lewis Rose, OBE, Mark Salt, Peter Slack, Colin Swindell, John Tibenham, Philippa Tilbrook and Joanne Wild.

Paul Wilson (Chief Executive), Sandra Lamb (Head of Corporate Services), Karen Henriksen (Head of Resources), Ashley Watts (Head of Community and Environmental Services), Steve Capes (Head of Regeneration & Policy), Sally Rose (Environmental Services Manager), Jim Fearn (Communications and Marketing Manager) and Jackie Cullen (Committee Assistant).

Mr Joe Papineschi – Director, Eunomia

1 member of the Press.

The meeting was recorded and broadcast live on YouTube.

### **APOLOGIES**

Apologies for absence were received from Councillors Deborah Botham, Jennifer Bower, Richard Bright, David Chapman, Steve Flitter, Helen Froggatt, Dermot Murphy, Andrew Shirley, Andrew Statham and Jacque Stevens.

### **249/18 – WASTE AND RECYCLING CONTRACT PROCUREMENT**

Councillor Joanne Wild arrived at 6.05pm during discussion of this item.

The Council was asked to consider a report that sought approval for a procurement strategy based on a service specification that had undergone substantial Member and public

engagement, seeking to achieve affordability over the lifetime of the contract whilst meeting residents' needs and statutory recycling targets.

The Head of Community and Environmental Services gave a brief PowerPoint presentation covering the key issues of the report.

The current waste contract provided by Serco Limited was due to expire in August 2020. Through Serco, the District Council currently provided a weekly collection of food waste and alternate weekly collections of (i) residual waste, and (ii) garden waste and recycling, of which 57% was recycled or composted. Additional services offered under the current contract were listed in paragraph 1.2 of the report.

In April 2018, a Waste Procurement Group was formed to conduct a review of the current service, consider the options available for the new contract and steer the project through to implementation in August 2020. The composition of the Group was set out in the report, and included Eunomia consultants, whose specific role was identified in the report.

Progress to date was outlined in Section 2 of the report, and the results of consultations with key stakeholders and Members were summarised in Section 5. The detailed results were provided in Appendices 2 and 3 and the key features of the consultation were summarised in Appendix 1 to the report. In brief, the consultation process showed that residents liked the current service arrangements and some residents made it clear they did not want it to change. However, the District Council had benefitted from a contract which, based upon latest market intelligence and expert advice, was unlikely to be affordable or replicated again due to current market conditions. There would be a need to investigate a wide number of potential service options in order to determine the most appropriate and affordable solution for the future.

It was reported that in line with Regulation 40 of the Public Contracts Regulations 2015, market consultation via soft market testing questionnaires and meetings had taken place with seven of the larger contractors identified by Eunomia as potential bidders, as detailed in Section 3 of the report. A summary report of the sessions was provided for reference in the Procurement Strategy attached to the report, with the key features noted in the body of the report.

The financial position was tabled in paragraph 4.4 of the report, and illustrated that the current service configuration was unaffordable and therefore savings would still need to be identified from changing the configuration of the waste service and changes to other services.

The table presented in paragraph 6.1 of the report illustrated the financial impact of the different service delivery options, as listed in the report. Eunomia had modelled the potential financial impact of the options consulted on, and in all cases it was important to be clear that the figures were modelled estimates, and the actual costs tendered during procurement would be different. The financial modelling indicated that meaningful cost savings were generated in increasing order from Option A (charged garden waste). Option C (charged garden waste and three-weekly residual collections) and Option E (charged garden waste and four-weekly residual collections).

The Procurement Strategy was attached as Appendix 4 to the report and would become part of the report required by Regulation 84(1) of the Public Contracts Regulations 2015. The key issues that would need to be considered as part of the development of the procurement and contract documentation were listed in the report, and in addition, the procurement process would be designed to support sustainable procurement policies.

In order to help identify, manage, and where possible mitigate risk, the Project Team had developed a Risk Register (attached as Appendix 5 to the report).

The Timeline was set out Section 9 of the report, and is reproduced below:

- Tender development (December 2018 – February 2019)
- Agree final tender specification - Council meeting (14 March 2019)
- Tender published (March 2019)
- Procurement of new contract (April-December 2019)
- Contract award (December 2019 / January 2020)
- Mobilisation (February 2020 – August 2020) (minimum six month period)
- Contract start date (5 August 2020)

Keeping residents fully informed about impending changes to their waste and recycling service was a high priority, and a time-lined communications plan would be drawn up, with regular communications issued using the multi-channel approach as set out in the District Council's [Communications & Marketing Strategy](#). Further communications strategies were set out in Section 10 of the report.

Taking into consideration the public and Member consultation, market intelligence and the Council's current and future financial pressures, several points were recommended for inclusion in the specification and procurement of the new waste and recycling contract, as detailed in Section 11 of the report.

It was proposed by Councillor Lewis Rose OBE, seconded by Councillor Mike Ratcliffe and

**RESOLVED**  
(unanimously)

1. That the results of public and Member engagement are noted.
2. That the Procurement Strategy for the Waste Collection and Recycling Contract be approved.
3. That the waste and recycling service from August 2020 has the following configuration:
  - a. Weekly food waste collection typically in kerbside caddies
  - b. Fortnightly collection of dry recyclable materials (paper, card, glass, cans, plastics, foil trays, aerosols, cartons) typically in 240 litre bins
  - c. Chargeable fortnightly collection of garden waste typically in 240 litre bins
  - d. Fortnightly collection of residual waste typically in 140 litre bins.
4. That bidders be asked to consider the impact of a service variation via a method statement for introducing three weekly collection of residual waste at the midway point of the contract term, which must include free opt-in weekly absorbent hygiene product collections and textiles collections, communication and education (to include home visits to provide assistance to residents); such a variation only to be implemented when

numbers of properties on sack collections have been reduced and when this variation generates financial savings to the Council.

5. That a detailed contract specification be developed based on the configuration set out above and in accordance with the procurement strategy, and brought to Council on 14 March 2019 for approval to tender in accordance with the Public Contracts Regulations.

**MEETING CLOSED 7.10PM**

**CHAIRMAN**