

Decision by Portfolio Holder



Report reference: CTD – 001 – 2024/25

Date of report: 10th September 2024

**Epping Forest
District Council**

Portfolio: Contracts Delivery Cllr Ray Balcombe

Author: James Warwick Democratic Services: Matt Picking

Subject: Contract award for Processing & Selling of Dry Mixed Recycling

Decision: To award the contract for Processing and Selling of Dry Mixed Recycling to Biffa Waste Services Ltd with effect from 03 November 2024.

ADVISORY NOTICE:

***A Portfolio Holder may not take a decision on a matter on which he/she has declared a Pecuniary interest.
A Portfolio Holder with a non-pecuniary interest must declare that interest when exercising delegated powers.***

I have read and approve the above decision:

Comments/further action required:

Signed: Cllr Balcombe

Date: 12/09/2024

Non-pecuniary interest declared by Portfolio Holder/ conflict of non-pecuniary interest declared by any other consulted Cabinet Member:

*Dispensation granted by Standards Committee:
Yes/No or n/a*

**After completion, one copy of this pro forma should be returned to
Democratic Services IMMEDIATELY**

Reason for decision: EFDC's current contract for this requirement finishes in November 2024;

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Portfolio Holder:

RB

TVS Ltd will be taking over the Council's refuse collection at this time, but the requirement for processing and reselling of dry mixed recycling materials is still required and cannot be provided by TVS.

A tender exercise took place where EFDC advertised the requirement openly via online portals Contracts Finder and Find a Tender Service. Two bids were received, and after reviewing the bids it was determined that one of the bids was non-compliant due to failing to provide all the necessary information. The remaining compliant bid was submitted by Biffa Waste Services, who are the incumbent contractor for this service.

In line with the Council's Procurement Rules, the remaining bid was scored by a group of officers and subsequently moderated to arrive at a final set of scores as follows:

	Possible Score (%)	Biffa Score
Cost	70	70

	Available Score (%)	Score Awarded (%)
AC1 - Organisation, Technical Expertise and Professional Team	5	4
AC2 - Mobilisation	5	4
AC3 - Operational Method Statement	5	4
AC4 - Contingency arrangements	5	4
AC5 - Health & Safety	5	4
Social Value	5	4
Total Quality Score	30	24
Total Score	100	94

It is therefore recommended that the contract is awarded to Biffa Waste Services from 03 November 2024 for a period of up to 6 years.

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Options considered and rejected: Because of the estimated value of this requirement, under Public Contract Regulations EFDC were required to publish a tender and as such no other viable options could reasonably be considered.

Background Report: N/A

Resource Implications: The cost of this service varies due to the changes to the amount of recycling credits that EFDC receives from Essex County Council, and the value that each recyclable material is worth over the life of the contract.

Legal and Governance Implications: This contract was tendered in accordance with Public Contract Regulations 2015 and with support from the Council's Procurement Team.

Safer, Cleaner and Greener Implications:

We need an outlet to process and sell dry mixed recycling in order to improve EFDC's recycling rates and ultimately reduce the overall waste tonnage produced each year.

Consultation Undertaken:

Benchmarking of current market prices for processing and selling dry mixed recycling.

Risk Management:

This programme of work is identified on Corporate Risk Register and Directorate Risk Register.

Key Decision Reference (Y/N): N

Equality:

An Equality Impact Assessment was carried out and there was no significant impact that is not covered by existing waste management policies and operational procedures.