

Report to the Cabinet

Report reference: C/096/2006-07.

Date of meeting: 18 December 2006.



**Epping Forest
District Council**

Portfolio: Environmental Protection.

Subject: Waste Management Contract Procurement – Appointment Of Indecon Ltd To Assist The Council In Contract Modelling And Production Of Specification.

Officer contact for further information: John Gilbert (01992 564062).

Democratic Services Officer: Gary Woodhall (01992 564470).

Recommendations:

- (1) That, in order to assist the Council with contract modelling and the production of the contract specification, Indecon Limited be appointed; and**
- (2) That, in order to appoint Indecon Limited, the requirement of Contract Standing Order C4(2) to seek a minimum of three quotations be waived.**

Report:

1. In order for the Council to fully assess the various contract options available to it, it is essential that complex modelling be undertaken. This modelling requires experience and resources, which can best be provided by specialist consultants. Furthermore, the Council currently has very limited resources available to it to undertake the work required to put together what is going to be a very complex contract and contract specification.

2. The Council has used Indecon Ltd in the past and they are currently providing similar services to other Essex authorities. Contract standing orders allow a Head of Service to procure goods or services up to a value of £20,000. However, a Head of Service is required to obtain 2 quotations for a value between £5,000 and £10,000 and 3 quotations between £10,000 and £20,000.

3. The estimated costs from Indecon are just under £20,000, but given the time constraints of the waste contract procurement exercise there is not the time available to obtain 3 quotations. Only the Cabinet or Council are able to set aside the relevant standing order C4(2) and this is the action proposed.

Statement in Support of Recommended Action:

3. To provide professional and consultancy support to the in house officer team in modelling contract options, determining option appraisals and cost estimates and preparing the specification.

Other Options for Action:

4. The only alternative options are:

- (a) Do not use any consultancy support – this has been rejected on the basis that if deadlines are to be met there is insufficient in-house resource to undertake the associated workload; or
- (b) Go out to competitive quotation - has been rejected on the basis that Indecon have

undertaken this role in the past, have knowledge of the authorities waste service and that the time delays in seeking other quotations would cause significant delay to the procurement programme.

Consultation undertaken:

5. No external consultation undertaken.

Resource implications:

Budget provision: Within the existing budget for the waste contract procurement.

Personnel: Nil.

Land: Nil.

Community Plan/BVPP reference: N/A.

Relevant statutory powers: N/A.

Background papers: Nil.

Environmental/Human Rights Act/Crime and Disorder Act Implications: None.

Key Decision reference (if required): N/A.