

To: Finance, Resources and Customer Services Policy Board

On: 5 September 2018

Report by: Chief Executive and the Director of Environment & Infrastructure Services

Heading: Treatment of Post Consumer Recyclate Consisting of Mixed Paper & Cardboard (RC-CPU-17-116)

1. Summary

- 1.1 The purpose of this report is to seek the approval of the Finance, Resources and Customer Services Policy Board to enter into a Contract for the Treatment of Post Consumer Recyclate Consisting of Mixed Paper & Cardboard.
 - 1.2 This procurement exercise was conducted as an Open Tender and in accordance with the Council Standing Orders relating to Contracts for an above EU Threshold Services contract.
 - 1.3 A Contract Strategy was prepared by the Corporate Procurement Unit for the Treatment of Post Consumer Recyclate Consisting of Mixed Paper & Cardboard which was approved by Director of Environment and Communities the predecessor service to Environment and Infrastructure, and the Corporate Procurement Manager in December 2017.
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2. Recommendations

- 2.1 It is recommended that the Finance, Resources and Customer Services Policy Board authorise:

- 2.1.1 The Head of Corporate Governance to award a Contract for the Treatment of Post Consumer Recyclate Consisting of Mixed Paper & Cardboard to Regen Waste Limited;
 - 2.1.2 The Contract period of two years from the anticipated contract start date with the contract commencing no later than 22 October 2018 or such other date as the Council may specify in the Letter of Acceptance. Under the terms of this Contract the Council shall have the option to exercise a break clause and terminate the Contract every (6) months from (starting date/commencement) without penalty or compensation payable to the Service Provider where the Council identifies such a proposed contract rate does not represent best value and does not match the emerging market conditions associated with mixed Paper and Cardboard.
 - 2.1.3 The total Contract Sum over the period of 2 years of £650,000 excluding VAT.
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3. **Background**

- 3.1 On the 8th November 2017 the Infrastructure, Land and Environment Policy Board approved a proposal to introduce a kerbside refuse collection service delivery model which will result in Comingled Dry Recyclates (blue bin) being separated into two separate bins: one for paper & card and another for plastics, cans and glass.
- 3.2 The proposed service delivery changes will be rolled out from October to November 2018 and the implementation will be supported by a comprehensive education, awareness and communications strategy to engage with householders and support behavioural change.
- 3.3 A contract notice for this Contract was dispatched via the Public Contracts Scotland advertising portal to the Official Journal of the European Union (OJEU) on Tuesday, 15 May 2018 with the notice published on OJEU on Thursday, 17 May 2018 and the tender documentation available for downloading from the Public Contracts Scotland – Tender platform.

During the tendering period, sixteen (16) companies expressed an interest in the Contract. By the closing date set (12 noon, 21 June 2018) for return of electronic tender submissions, two (2) companies had replied and each responded with a Tender Submission.
- 3.4 In accordance with Council Standing Orders relating to Contracts 11.5 the two (2) tender submissions were assessed against a pre-

determined set of criteria in the form of the European Single Procurement Document (ESPD) by representatives of the following Council Services: Environment & Infrastructure Services, the Corporate Procurement Unit, Corporate Risk and Corporate Health & Safety.

3.5 Both tenderers confirmed compliance with the minimum selection criteria set within the ESPD and progressed to the evaluation Award Criteria, which was based on a weighting of 30% Quality and 70% Price.

3.6 The scores relative to the Award Criteria of the two (2) Tenderers are noted below:-

		Quality (30%)	Price (70%)	Total (100%)
1	Regen Waste Limited	30%	70%	100%
2	William Tracey Limited	30%	43.25%	73.25%

3.7 The evaluation of tender submissions received identified that the tender submission by Regen Waste Limited was the most economically advantageous tender submission.

3.8 Community Benefits were requested as part of the procurement process and Regen Waste Limited advised within their tender submission that the following Community Benefits would be made available to the Council for this Contract:

Community Benefit Description	No of People / Activity
Work Experience Placements (16 + years of age)	2
School Visit	1
Meet the Buyer Event	1
Business Mentoring For SME	2
Financial Support For Community Project	1
Non Financial Support for Community Project	3

Implications of the Report

1. **Financial** – The costs under this Contract will be met by the Waste Disposal Revenue Budget as and when required.
2. **HR & Organisational Development** - No TUPE implications have arisen or are anticipated.
3. **Community/Council Planning** – Creating a sustainable Renfrewshire for all to enjoy - the work proposed will support the delivery of this outcome.
4. **Legal** - The procurement of this Contract was conducted in accordance with the Public Contracts (Scotland) Regulations 2015 and the Council's Standing Orders relating to Contracts for an above EU threshold Services Contract.
5. **Property/Assets** – None
6. **Information Technology** - No property/asset implications have arisen or are anticipated
7. **Equality & Human Rights** –
 - (a) The Recommendations contained within this report have been assessed in relation to their impact on equalities and human rights. No negative impacts on equality groups or potential for infringement of individuals' human rights have been identified arising from the recommendations contained in the report because for example it is for noting only. If required following implementation, the actual impact of the recommendations and the mitigating actions will be reviewed and monitored, and the results of the assessment will be published on the Council's website.
8. **Health & Safety** – Regen Waste Limited's Health and Safety submission was evaluated by the Council's Corporate Health and Safety team and meet the minimum requirements regarding health and safety.
9. **Procurement** – The procurement procedures outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and modern Government.

10. **Risk** – Regen Waste Limited’s insurances have been assessed and evaluated to confirm they meet the minimum requirements regarding insurable risk.
11. **Privacy Impact** - No Privacy Impact Assessment requirements were identified within this procurement.
12. **Cosla Policy Position** – No Cosla Policy Position implications have arisen or are anticipated

List of Background Papers

(a) List of Background Papers

Waste Management Strategy Progress Update & Refresh – Improving Recycling in Renfrewshire, presented to Infrastructure, Land & Environment Policy Board on 8 November 2017.

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