

To: Procurement Sub Committee

On: 17 February 2016

Report by:

**Joint Report
by
The Chief Executive & Director of Community Resources**

CONTRACT AUTHORISATION REPORT - COMINGLED FOOD & GARDEN WASTE

1. Summary

- 1.1 The purpose of this paper is to request authorisation from the Procurement Sub Committee to award a contract to GP Plantscape Limited for the Treatment of Comingled Food & Garden Waste.
 - 1.2 The contract will be awarded under the following Lot within the Scotland Excel Framework Agreement for the Treatment of Organic Waste
 - Lot 3, Model B:- Treatment of Comingled Food & Garden Waste
 - 1.3 A contract strategy document for the Treatment of Comingled Food & Garden Waste was signed in January 2016 by the Strategic Commercial & Procurement Manager and Director of Community Resources.
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2. Recommendations

It is recommended that the Procurement Sub-Committee Authorise:

- 2.1 The Head of Corporate Governance to award a contract to GP Plantscape Limited for the Treatment of Comingled Food & Garden Waste under Lot 3, Model B of the Scotland Excel Framework Agreement for Treatment of Organic Waste (Contract Schedule Number 10-12):

- 2.2 The spend on this contract up to £1,295,000 excluding VAT over the maximum three year contract duration.
 - 2.3 The contract to commence on 1 October 2016 to 31 March 2018 with the Council reserving the option to extend for up to 12 months.
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3. Background

- 3.1 On the 2nd December 2015 the Leadership Board approved a proposal to introduce a 12 month comingled food and garden waste service for 55,000 of the 82,000 households during the financial year 2016/2017.
- 3.2 This new comingled service provision will remove the need for separate weekly food waste collections for the 55,000 households who have a separate garden waste bin. Garden waste bins incorporating food waste will be uplifted and emptied fortnightly throughout the year however approximately 23,000 households which include flats and tenements that do not have a garden bin will remain on weekly food waste collection service.
- 3.3 Scotland Excel established a Framework Agreement for the Treatment of Organic Waste. All 32 Local Authorities in Scotland have the opportunity to participate in this Framework Agreement. The Framework Agreement incorporates three lots including the Treatment of Food Waste (Lot 1), the Treatment of Segregated Garden Waste (Lot 2) and the Treatment of Comingled Food and Garden Waste (Lot 3).
- 3.4 The procurement process undertaken to establish the Framework Agreement was the open tender procedure and was conducted in compliance with the EU Procurement Legislation.
- 3.5 An evaluation of offers was undertaken by Scotland Excel and a User Intelligence Group, which included representation from the Council. Twelve suppliers were awarded onto the Framework Agreement across three lots.
- 3.6 The Scotland Excel Framework Agreement for Treatment of Organic Waste provides the facility to make direct award of contract to a supplier where best value can be demonstrated. The Council considered the current Framework Agreement rates and analysis carried out by the Council demonstrated that the Council will achieve best value by entering into a contract with GP Plantscape Limited prior to 1 April 2016 with the service to start from 1 October 2016. This approach will mitigate the Council against a future price increase from GP Plantscape Limited effective from 1 April 2016.

- 3.8 The Council's spend on this contract until 31 March 2019 is up to £1,295,000 excluding VAT over the maximum three year contract duration with spend being met from the Community Resource's revenue budget. The pricing under this contract will remain fixed for the duration of the contract.
- 3.9 GP Plantscape Limited have committed to delivery of the following community benefits:
- Support Renfrewshire Council by supplying free compost for an agreed project.
 - Support educational visits to view the state of the art processing plant located in Blantyre.
 - Retain local employment by sub contracting the handling and transportation of the Comingled Food & Garden Waste to a local Renfrewshire company.
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Implications of the Report

1. **Financial** – Financial costs will be met from Community Resources revenue budgets for each financial year.

The financial status of GP Plantscape Limited was assessed, and satisfied the Council's requirements.

2. **HR & Organisational Development** – None
3. **Community Planning** – GP Plantscape Limited has committed to delivery of community benefits as outlined in Section 3.9 of the report.
4. **Legal** – The procurement exercise has been carried out in compliance with Council Standing Orders relating to Contracts and Framework Agreement requirements.
5. **Property Assets** - None.
6. **Information Technology** – None.
7. **Equality & Human Rights** – GP Plantscape Limited Equality & Human Rights has been assessed under the Scotland Excel Framework Agreement for the Treatment of Organic Waste and have confirmed their compliance with their statutory obligations in respect of Equality and Human Rights.
8. **Health & Safety** – GP Plantscape Limited Health & Safety has been assessed under the Scotland Excel Framework Agreement for the Treatment of Organic Waste to ensure that they met the minimum requirements regarding Health & Safety.

9. **Procurement** – The procurement procedure outlined within this report shall ensure that the Council meets its statutory requirements in respect of procurement procedures, efficiency and Modern Government.

10. **Risk** – None

11. **Privacy Impact** – Not Applicable

List of background papers

(a) Better Council Change Programme Report, presented to Leadership Board on 2 December 2015.

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