

APPENDIX A - BRIEFING REPORT

GARDEN WASTE COLLECTION AND COMPOSTING



1. EXECUTIVE SUMMARY

Garden waste is collected separately from several sources and delivered to Chelson Meadow Waste Management facility where it is stored in a specific garden waste area. Currently, the garden waste is shredded on site by a third party where it is then transported to their site to be composted.

The previous contract for processing garden waste has expired and there is currently no formal agreement in place to compost this material.

The proposal is to secure a contract to collect and compost garden waste arising from PCC's activities for a period of 5 years by way of a competitive tender process.

The value of the contract is estimated at £245,000 per year for 5 years based on current costs to deliver this service. This cost is funded from the revenue budget.

The alternative option is to dispose of this material with the general waste at a much higher cost estimated at an additional £406,000 per year.

It is recommended that approval be given to undertake the procurement of a new contract for the collection and composting of garden waste and the award of the contract is delegated to the Service Director for Street Services.

2. BACKGROUND

The last contract to collect and compost garden waste expired in 2021 and the continued service has been secured by way of contract exemption.

PCC needs to procure a new contract to deliver this service to ensure it is compliant with the Council's Contract Standing Orders and Procurement Law.

3. DETAILS

Garden waste is collected from households in Plymouth as an opt-in chargeable service. This service runs April – November on a bi-monthly schedule.

Garden waste is also collected separately at PCC's two HWRC sites; Chelson Meadow and Weston Mill. Members of the public can visit these sites and place their garden waste into designated containers. Lastly, commercial waste sources also bring garden waste to the Chelson Meadow.

The total quantity of garden waste collected separately is approximately 7,000 tonnes per year. This material can be diverted from disposal options to a more sustainable option, namely composting. Composting is also cheaper than disposal and can provide PCC with significant budgetary savings. (approx. £58/t which equates to £406,000 of savings per year).

The proposal is to tender a contract to compost the garden waste from Chelson Meadow.

The last contract expired in 2021 and the continued service has been by way of contract exemption. This process will ensure that the services can be compliantly procured in accordance with the Council's Contract Standing Orders and achieve best value for money.

Following research of the current market place for this requirement, and understanding the approach from other Local Authorities the recommended procurement route for this opportunity is to adopt the use of the Open Procedure.

If there is a change in circumstances and the recommended procurement route cannot be undertaken or no longer represents best value for the Council any subsequent procurement route undertaken will be in accordance with the Council's Contract Standing Orders and Procurement Law.

4. IMPACT OF PROCUREMENT

Costs: There is no additional cost anticipated as a result of approving this business case.

Level of service to residents: PCC will be able to continue to offer a composting option to the residents of Plymouth for their garden waste.

Level of service to commercial customers: PCC will be able to continue to offer a composting option to their commercial waste customers.

5. RISKS

Insufficient budget to fund the service

The Revenue budget is currently based on historical tonnages and charges which are unlikely to rise significantly as a result of securing a long term contract to provide this service. Any additional cost related to commercial garden waste composting can be recovered by increasing charges.

No bids received for the service

It is very unlikely that no bids are received to provide this service. There has been ongoing interest from the market since the current contract expired in 2021. The market will be engaged at an early stage to ensure they participate in this process.

Increased costs for collection and recycling above current spot price

It is expected that the prices obtained through a competitive procurement process will be comparable to the current price.

Mobilisation of service in the event of a new provider

Tenderer's plans for mobilisation of the contract will be requested and assessed during the tender process to ensure an effective transition of service provider.