



ORIGINATOR: Esther Beaumont

DECISION NO. 27 /2021

REASON FOR SUBMISSION: FOR DECISION

SUBMITTED TO: POLICE AND CRIME COMMISSIONER

SUBJECT: Award of the 7F Waste Management & Recycling Services Contract

SUMMARY:

This paper seeks approval from the Police and Crime Commissioner to enter into a contract with Waste Cost Reduction Services Ltd (WCRS) following the procurement by the Seven Forces Collaboration of a Waste Management & Recycling Services contract.

The contract is for four years in duration, commencing 1st May 2021 (with the option to extend for one period of 24 months, plus a further 12-month period).

RECOMMENDATION:

It is recommended that the Police and Crime Commissioner grants approval to enter into the contract with Waste Cost Reduction Services Ltd (WCRS) for Waste Management & Recycling Services, as described in this paper.

OUTCOME/APPROVAL BY: PCC/CHIEF EXECUTIVE/CHIEF FINANCE OFFICER (Delete as appropriate)

The recommendations as outlined above are approved.

A handwritten signature in blue ink, appearing to read 'Esther Beaumont'.

Signature:

Date: 06/05/2021

DETAIL OF THE SUBMISSION

1. OBJECTIVE:

- 1.1 The delivery of a 7F wide Waste Management & Recycling Services contract.

2. BACKGROUND:

- 2.1 Seven forces currently have individual contracts for waste management services.
- 2.2 Norfolk and Suffolk had a Facilities Management contract in place with CBRE under which the waste services fall. This contract was extended by VEAT notice (approved by SPGB in February 2020) until 30th April 2021.
- 2.3 Following market analysis and category strategy development, a 7 Forces tender was issued for general, recycling, hazardous, clinical, WEEE and confidential shredding waste services, delivering consistency across 7F with one strategic waste partner.
- 2.4 Consolidating and pooling the spend across the forces and going to market for one waste partner anticipated cashable savings for the 7F collaboration and facilitating best value for money.
- 2.5 The waste management strategy also aimed to deliver a particular emphasis on the winning bidder delivering social value by using 70% SME sub-contractors and contributing to local communities and society.

3. AREAS FOR CONSIDERATION:

- 3.1 The new waste contract will comply with statutory and legislative requirements.
- 3.2 The model of using at least 70% SME sub-contractors also provides flexibility to mitigate against any performance risk.
- 3.3 The contract with Waste Cost Reduction Services Ltd (WCRS) is for four years in duration (with options to extend for a 24-month period and a further 12-month period).
- 3.4 Approval is sought from the Police and Crime Commissioner to enter into the contract as described above. This will enable the Chief Executive to execute the contract on behalf of the Police and Crime Commissioner under the provisions of the Scheme of Governance and consent (including the Contract Standing Orders).

4. OTHER OPTIONS CONSIDERED:

- 4.1 **Do Nothing** - This is not a viable option as waste needs to be disposed of in accordance with statutory legislation and contracts must be completed in accordance with legal obligations.

4.2 Individual Clusters procure their own Waste Management contracts - This option would require the 7 Force Procurement team to procure the Waste Management services 3 times, during the next 12 months, as the majority of the contracts expire in March/April 2021. This is not an efficient allocation of resource, particularly when Waste Management is a commonly purchased service conforming to legislation which could easily be standardised across the region. Although there is no national specification, legislative requirements have to be met and all stakeholders would be able to agree a standardised specification for the provision of these services.

4.3 Collaborative Procurement across the 7 Forces - The recommended & delivered option, providing a number of key benefits:

- a) The total value of this contract provides a very attractive opportunity to the market.
- b) 7 Forces may benefit from pooled volume and lower prices.
- c) One procurement with different lots for each of the clusters, saves time and resource for both 7 Forces staff and interested tenderers.
- d) Multiple lots enable smaller niche providers to bid, whilst also allowing larger organisations the opportunity to bid for multiple lots. This maximises competition and options for 7F.
- e) One contract manager across the region, will provide the successful organisations with one clear point of contact and Force staff with clarity, when waste management issues arise.

4.4 A pre-existing Framework:

Pros – saves procurement time as the contract and supply chain are already in place.

Cons – the specification may not cover everything that the 7F need, plus national frameworks tend to rule out local & incumbent providers, which restricts the delivery of social value benefits for the local region.

5. STRATEGIC AIMS/OBJECTIVE SUPPORTED:

5.1 To procure a compliant, collaborative contract that delivers value for money across the seven Forces.

6. FINANCIAL AND OTHER RESOURCE IMPLICATIONS:

6.1 The contract pricing is fixed for the initial 2-year period, at £1,006,258 total 2 year cost for the region and an additional regional cost of £1,701,946 for Years 3 & 4 (estimated as subject to annual price increase mechanism).

6.1 The Total 4-year contract period is valued at £2,708,204.

6.2 Should the two-year extension be taken, there is an additional regional cost of £1,701,947.

6.3 Should the further one-year extension also be taken, a final annual cost for the region of £850,973 will be applicable.

6.4 The total regional cost of this service, over the full 7-year term is £5,261,124.

6.5 Cashable savings under this contract, against current budgets is £1,864,120.

6.6 Forecast Contract Expenditure

Force	Year 1	Year 2	Year 3	Year 4	TOTAL
Norfolk	£81,329	£81,329	£81,329	£81,329	£325,316

6.8 Forecast Contract Savings

Force	Year 1	Year 2	Year 3	Year 4	TOTAL
Norfolk	£85,377	£85,377	£85,377	£85,377	£341,508

6.9 Significant Social Value benefits will also be delivered via this contract, managed, and monitored by the 7F SRM team.

7. OTHER IMPLICATIONS AND RISKS:

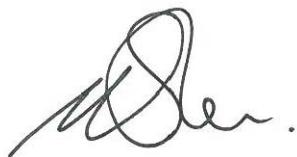
7.1 There are no risks on the Police and Crime Commissioner's Risk Registers that are engaged by the matters described in this paper and no changes to these registers are proposed as a result of this paper.

ORIGINATOR CHECKLIST (MUST BE COMPLETED)	PLEASE STATE 'YES' OR 'NO'
Has legal advice been sought on this submission?	No
Has the PCC's Chief Finance Officer been consulted?	Yes – signing of the SPGB and Contract Award report
Have equality, diversity and human rights implications been considered including equality analysis, as appropriate?	Yes
Have human resource implications been considered?	Yes
Is the recommendation consistent with the objectives in the Police and Crime Plan?	Yes
Has consultation been undertaken with people or agencies likely to be affected by the recommendation?	Yes – Market engagement was undertaken to understand the commercial model options. Heads of Estates have been engaged throughout the whole process
Has communications advice been sought on areas of likely media interest and how they might be managed?	No
In relation to the above, have all relevant issues been highlighted in the 'other implications and risks' section of the submission?	N/A
Is this report a Confidential Decision? <div style="display: flex; justify-content: space-around; margin-top: 10px;"> <input type="checkbox"/> <input style="border: 1px solid black; padding: 2px 5px;" type="checkbox"/> NO </div> <p>If Yes, please state reasons below having referred to the PCC Decision Making Policy</p>	

APPROVAL TO SUBMIT TO THE DECISION-MAKER (this approval is required only for submissions to the PCC).

Chief Executive

I am satisfied that relevant advice has been taken into account in the preparation of the report, that the recommendations have been reviewed and that this is an appropriate request to be submitted to the PCC.



Signature:

Date: 06/05/2021

Chief Finance Officer (Section 151 Officer)

I certify that:

- a) there are no financial consequences as a result of this decision,
OR
- b) the costs identified in this report can be met from existing revenue or capital budgets,
OR
- c) the costs identified in this report can be financed from reserves
AND
- d) the decision can be taken on the basis of my assurance that Financial Regulations have been complied with.



Signature:

Date: 06/05/2021

PUBLIC ACCESS TO INFORMATION: *Information contained within this submission is subject to the Freedom of Information Act 2000 and wherever possible will be made available on the OPCC website. Submissions should be labelled as 'Not Protectively Marked' unless any of the material is 'restricted' or 'confidential'. Where information contained within the submission is 'restricted' or 'confidential' it should be highlighted, along with the reason why.*