

**NEWCASTLE-UNDER-LYME BOROUGH COUNCIL**

**EXECUTIVE MANAGEMENT TEAM'S  
REPORT TO**

**Cabinet**  
**18 July 2023**

**Report Title:** Procurement of Transport movement of Recycling & Waste Materials – Sustainable Environment Directorate

**Submitted by:** Service Director - Sustainable Environment

**Portfolios:** Sustainable Environment

**Ward(s) affected:** All

**Purpose of the Report**

To ask cabinet for authority to go out to open tender for provision for transporting recycling and waste materials bulked up at the Knutton Lane Transfer Station for onwards facilities for re-processing and disposal.

**Recommendation**

That

1. Cabinet approve the process for going out to procurement for the transportation of recycling and waste materials for re-processing or disposal at designated sites.
2. Cabinet approve a procurement process using open procurement arrangements and delegate authority to the Service Director - Sustainable Environment in consultation with Portfolio Holder for Sustainable Environment for the award of contract on the completion of the procurement and evaluation process. Within the available budget.

**Reasons**

- The Council has a need to employ a transport provider to move skips and provide bulk haulage for recycling and waste materials from recycling and waste collections together with street cleaning and grounds maintenance operations from its transfer station at Knutton Lane to re-processing / disposal facilities.

1. **Background**

- 1.1 The Council operates its own transfer station, bulking up materials collected from its dry recycling and separate food waste collection service, together with street cleansing residues and sweepings and grounds maintenance and fly-tipped materials.

1.2 Removal of this material in skips or by bulk trailers requires specialist vehicles which the Council does not have on its fleet.

## 2. **Issues**

2.1 The current transport contract is now at an end and requires re-tendering. There is an ongoing need to transport materials collected from the Councils dry recycling and separate food waste collection service, together with materials from street cleansing and sweeping operations together with grounds maintenance and fly-tipping collection operations to be bulked up and moved out of the transfer station at Knutton Lane Depot.

2.2 This operation requires specialist vehicles and skips / bulk trailers to be employed to move the materials outlined above to onward re-processing or disposal facilities.

2.3 The Councils waste management permit requires materials are kept on site for no longer than 72 hours

## 3. **Proposal**

3.1 To go out to tender for the following transportation services -

- Bulk movement by use of a bulk trailer of street sweepings, approximately 200tonnes a month
- Bulk movement of paper & card from the dry recycling collection service by use of a bulk trailer of street sweepings, approximately 300tonnes a month
- Movement of grounds maintenance material for composting, approximately 50 tonnes a month
- Movement of litter and other cleansing residue for disposal, approximately 70 tonnes a month.
- Movement of fly-tipped tyres for re-processing approximately four times a year.
- Movement of Bulky fly-tipped waste for re-processing / disposal approximately 20 tonnes a month.
- Movement of fly-tipped sheet asbestos for specialist disposal approximately three times a year.

## 4. **Reasons for Proposed Solution**

4.1 Contracting the transport of the movement of materials out to a third party is the most efficient process operationally and financially.

## 5. **Options Considered**

5.1 The Council could procure vehicles and skips and operate them in-house, however this would result in increased revenue costs for vehicles which are of high cost to procure, and maintain, and wouldn't be fully utilised given the quantities of materials requiring transportation from Knutton Lane to re-processing or disposal facilities.

## 6. **Legal and Statutory Implications**

6.1 The use of an open tender process, offers a compliant procurement process in line with Public Contract Regulations 2015.

6.2 The councils waste management permit, regulated by the Environment Agency, requires the Council to store materials on site for no longer than 72 hours, meaning reliable and robust arrangements need to be in place to ensure materials are transported out the transfer station site to re-processors or disposal sites.

## 7. **Equality Impact Assessment**

7.1 An equality impact assessment is not required as part of this report.

## 8. **Financial and Resource Implications**

8.1 A revenue Budget of £87,000 is accounted for in the services MTFS for the provision of this contract.

8.2 There are no additional resource implications.

## 9. **Major Risks**

9.1 The use of a compliant procurement process to procure the transportation contract, minimises possible procurement challenges.

9.2 Failure to have a legally procured and agreed contract in place for this work would breach the Councils financial regulations.

9.3 The Council has a legal duty to remove waste materials from its transfer station, as part of its Permit.

## 10. **UN Sustainable Development Goals (UNSDG)**

10.1 The procurement of transportation streetscene sweepers and refuse collection vehicles will include the option for purchasing electric vehicles, will support the Councils target for being net zero for its own operations by 2030, as well as delivery of the following UNSDG:



11. **Key Decision Information**

11.1 This is a key decision as expenditure over the life of the contract will exceed £100,000 revenue.

12. **Earlier Cabinet/Committee Resolutions**

12.1 There are no earlier Cabinet/Committee Resolutions.

13. **List of Appendices**

13.1 There are no appendices.

14. **Background Papers**

14.1 There are no background papers.