

Report of Waste Management Business Officer

Report to Chief Officer Waste Management

Date: 8th July 2015

Subject: Variation of WEEE (Waste Electrical and Electronic Equipment) contract to include DGSA (Dangerous Good Safety Advisor) services.

Are specific electoral Wards affected? If relevant, name(s) of Ward(s):	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Are there implications for equality and diversity and cohesion and integration?	<input checked="" type="checkbox"/> Yes	<input type="checkbox"/> No
Is the decision eligible for Call-In?	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No
Does the report contain confidential or exempt information? If relevant, Access to Information Procedure Rule number: Appendix number:	<input type="checkbox"/> Yes	<input checked="" type="checkbox"/> No

Summary of main issues

1. The arrangement with Waste Management's Dangerous Goods Safety Advisor (DGSA), Honley Environmental, expired on 31st March 15.
2. The Council must have a DGSA under ADR¹, a European agreement covering the carriage of dangerous goods by road.
3. The Council has an existing provision in the Waste Electrical and Electronic Equipment Contract where the Contractor, WeeeLink, has the expertise required to carry out this compliance function.
4. A benchmarking exercise has been completed to demonstrate that WeeeLink offer an economically viable solution to the Council.

Recommendations

5. The Chief Officer for Waste Management is recommended to note the content of this report and approve the variation of the WEEE contract to include DGSA Services.

¹ ADR is French: Accord europeen relatif au transport international des merchandise Dangereuses par Route

Purpose of this report

- 1.1 To obtain approval from the Chief Officer Waste Management in accordance with Contract Procedure Rules (CPR21.7) to formalise a variation with WEEELink, under the councils existing WEEE contract, to include DGSA services to cover:
- Transport of bagged clinical waste and sharps to third party treatment facilities
 - Transport, storage and bulking of household clinical waste at Kirkstall Road
 - Transport, storage and bulking of asbestos at Kirkstall Road
 - Storage (and loading) at the HWSS of; packaged chemicals, gas bottles, lead acid batteries, portable batteries
 - Receipt and unloading of gas oil at Kirkstall Road
 - Advisory service for all Council Departments

2 Background information

- 2.1 The contract for the Councils DGSA services has been with Honley Environmental since 2011. The existing arrangements with Honley expired at the end of March 2015, prior to this expiry Honley advised the Council that they no longer wished to undertake this work for LCC.
- 2.2 The Council have a longstanding relationship with WEEELink following their appointment as the LCCs designated Producer Compliance Scheme for WEEE in 2007.
- 2.3 WEEELink have the knowledge to carry out the work as they have DGSA trained staff and a history of advising and working alongside Council Officers on compliance issues for example on joint Due Diligence audits of potential recycling outlets.
- 2.4 The WEEE contract runs until October 2017.

3 Main issues

- 3.1 The Council is obligated to have a designated DGSA under ADR. In the past Council Officers have been trained to carry out this function but the investment in specialised technical training is not considered necessary when this small element of work (4 days in a year valuing less than £2000) can be done by an existing contractor.
- 3.2 In order to test the market prices were requested from WEEELink, SRCL, Wastecare, Oakwood Environmental and Tanglewood Environmental. Organisations known to the Council to deal with 'difficult' wastes. Only WEEELink and Tanglewood Environmental were interested in the work and submitted prices based on the current requirements: auditing for the HWSS and another for the Clinical Waste Service. WEEELink provided the more competitive price.
- 3.3 The service covers two key audits for HWSS and the clinical waste collection service but also a retainer for advice, that will be available Council wide, for the duration of the contract.

3.4 The price offered by WEEELink is a better rate than that paid to Honley Environmental last year and will save the Council £400 per year.

4 Corporate Considerations

4.1 Consultation and Engagement

- It is not considered that the content of this report or the recommendations made will have a significant impact on any particular ward or community, and as such no consultations have taken place with residents or Councillors.

4.2 Equality and Diversity / Cohesion and Integration

- An equality, diversion, cohesion and integration screening form has been completed and comments made in relation to how the contract will impact how our services will be provided.
- However, it is not considered that the content of this report or the recommendations made will have any impact on any specific individual or group.

4.3 Council policies and the Best Council Plan

- It is paramount that procurements in the authority are undertaken with a view to ensuring openness, transparency and fairness. This variation utilises an existing contract which is managed to offer best value to the authority through cost/quality balance.
- The variation will have specific implications with regard to our environmental performance and the aspirations stated within our environmental policy where we are aiming for improved environmental protection. The following are all relevant contributors to meeting the needs of this Council policy:
 - Preventing pollution and minimising our environmental impact
 - Taking steps to reduce carbon emissions
 - Improving our resilience to current and future climate change

4.4 Resources and value for money

- Value for money is being ensured through the gathering of current prices from the market, demonstrating the WEEELink price is competitive.
- Value for money is also being achieved through the effective use of existing arrangements as opposed to a separate procurement for this 'low value' service alone.

4.5 Legal Implications, Access to Information and Call In

- Officers from Legal and Democratic Services will ensure legislative requirements surrounding the variation are adhered to.

4.6 Risk Management

- If the recommendation to vary the WEEE contract as described in this report is not approved then the Council will be operating without a DGSA which puts key services, medical waste collections and HWSS operations, at risk of being non-compliant.

5 Conclusions

- 5.1 The authorisation of a variation by the Chief Officer ensures compliance with the Councils CPRs.
- 5.2 The variation of the WEEE contract to include the DGSA function provides a saving, ensures business continuity and protects service levels and prices through formal contracting arrangements.

6 Recommendations

- 6.1 The Chief Officer for Waste Management is noted to recommend the content of this report and approve the variation of the WEEE contract to include DGSA Services.

7 Background documents²

- 7.1 In compiling this report no additional background papers were used.

² The background documents listed in this section are available to download from the Council's website, unless they contain confidential or exempt information. The list of background documents does not include published works.