Record of operational decision

Decision title:	Appointment of a consultancy service to assist the development of the new Waste Collection Service Specification
Date of decision:	23rd February 2021
Decision maker:	Director of Resources and Assurance, (Section 151 Officer) Signed by Interim Head of Strategic Finance (Deputy Section 151 Officer) on delegation.
Authority for delegated decision:	The authority for the specified officer to take this decision is set out in the cabinet report approved on the 5 February 2021. https://councillors.herefordshire.gov.uk/ieDecisionDetails.aspx?ID=7589 The Cabinet Decision approved: To authorise initial expenditure up to the value of £250,000 to enable the Waste Transformation team to procure waste management options appraisals, specialist procurement advice and specialist technical advice as required for both the waste collection and waste disposal services, to enhance the successful design, contract renewal and delivery of the new services over the next 3 years.
Ward:	Countywide
Consultation:	Interim Service Director – Highways, Environment & Waste, Interim Delivery Director, Head of Environment, Climate Emergency & Waste, Waste Services Manager and Commercial Services.
Decision made:	To appoint Woods at a total cost of £166,782 to assist the development of the new Waste Collection Service Specification and associated contract document, to support the procurement process to appoint a new waste collection contractor(s) and to support the mobilisation of the new contractor(s). To approve the allocation of a contingency budget for any additional potential financial, legal or technical support needed to secure value for money on the future contract up to a total contract value of £200,000.
Reasons for decision:	The Council does not have the required officer capacity and technical specialism in order to develop the service specification and associated contractual documents to re-procure this essential service.
Highlight any associated risks/finance/legal/ equality considerations:	• The total approved spend of £200,000 will be met through the use of the approved allocation of £250,000 from the Council's waste reserves which has been allocated for both the appointment of specialist procurement advice and specialist technical advice. • The current waste collection contract expires on 1st Nov 2023 which presents a tight re-procurement timescale. • Best value has been sought in line with the Council's contract procedure rules through a further competition under the ESPO Framework Agreement 664_21 Consultancy Services.
Details of any alternative options considered and rejected:	Not to appoint specialist technical support for the development of the new service specification - this is not recommended as the Council does not have the required officer capacity and technical specialism in order to develop the service specification and associated contractual documents to re-procure this essential service.
Details of any declarations of interest made:	None

Signed…… Date: 14/07/22