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# Waste, Recycling and Cleansing Policy Development Advisory Group

Thursday, 18th May, 2017 at 6.30 pm  
Wallis Room, Parkside

The Access to Information Procedure Rules are not applicable to Policy Development Advisory Groups and members of the public may not attend. Members of the Council who are not members of the Policy Development Advisory Group may attend to observe the proceedings, seating for which will be provided, subject to providing advance (by noon of the day of the meeting) written notification to the Chairman of the meeting and [committeeservices@horsham.gov.uk](mailto:committeeservices@horsham.gov.uk)

Councillors: Roy Cornell (Chairman)

John Bailey  
John Blackall  
Toni Bradnum  
David Coldwell  
Matthew French

Tim Lloyd  
Christian Mitchell  
Mike Morgan  
Godfrey Newman  
Simon Torn

You are summoned to the meeting to transact the following business

## Agenda

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	Page No.
1. <b>Apologies for absence</b>	
2. <b>To approve the notes of the previous meeting</b> To approve as correct the notes of the meeting held on 18 April 2017.	3 - 4
3. <b>Fleet Procurement update</b>	
4. <b>New Commercial Service - Skip Hire Business</b>	
5. <b>Isolated Properties Review Phase 2</b>	

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# Public Document Pack Agenda Item 2

## **Waste, Recycling and Cleansing Policy Development Advisory Group** **18 APRIL 2017**

Present: Councillors: Roy Cornell (Chairman), Toni Bradnum, David Coldwell, Matthew French, Tim Lloyd and Mike Morgan

Apologies: Councillors: John Bailey, John Blackall, Christian Mitchell and Godfrey Newman

### 28 **TO APPROVE THE NOTES OF THE PREVIOUS MEETING**

Subject to the group noting that Councillor Coldwell's attendance at the meeting had been omitted from the printed notes, the notes of the meeting held on 23 March 2017, were agreed.

### 29 **APPOINTMENT OF A CONTRACTOR TO SUPPLY A REPLACEMENT REFUSE COLLECTION FLEET**

The Chairman of the group introduced the Corporate Project Manager whom presented the draft report to Cabinet to the group. Members noted that Cabinet had approved the introduction of Alternate Weekly Refuse Collections (AWC) for household waste in November 2016 and had agreed to procure a replacement rear-loading refuse fleet to deliver the revised service.

The Corporate Project Manager explained that the ESPO mini-competition template had been adapted and weighted to reflect the needs of the council accordingly:

Price 50% weighted as follows:

- Vehicle price 45%
- Basket of spare parts 5% (specimen basket of spare parts)

Non Price 50% weighted as follows:

- Delivery lead times and contingency arrangements 15%
- Warranty work and impress stock system 10%
- Technical support for whole vehicle 10%
- Service support 2%
- Training support 3%
- Environmental impact – fuel efficiency 5%
- Environmental impact – emissions 5%

Cabinet would be recommended to appoint the preferred supplier on 27 April 2017, following which there would be a voluntary 10 day standstill period to allow unsuccessful tenderers time to request feedback and scrutinise the award process. Once completed, the appointment could be ratified and legal formalities concluded.

Members thanked officers for the draft report and discussed:

- The location of the preferred supplier
- Risk associated with any tender process
- the number, cost and delivery phasing of vehicles
- emissions
- whether the final financial saving of the change to AWC remained within tolerance

On behalf of the Chairman of the group, Officers explained that the preferred supplier was based in the UK, operating satellite sites around the country. The council's procurement code and the ESPO Framework mitigated risk and the number of vehicles would be finalised upon the conclusion of the route optimisation project. The delivery of the vehicles to the council was likely to start in September 2017, and all the vehicles would be delivered by the end of December 2017, prior to AWC roll out from February 2018. Officers were satisfied that low emissions standards would be met by the preferred supplier; and affirmed that any financial saving was as stated at the Cabinet meeting in November 2016.

The group supported the recommendations set out in the report.

*The meeting closed at 17:10*

CHAIRMAN