

# CABINET

**Minutes of a meeting of Cabinet held at Thorpe Lodge, 1 Yarmouth Road, Thorpe St Andrew, Norwich, held on Tuesday 31 August 2021 at 6.00pm.**

<b>Cabinet Member Present:</b>	Councillors: S Vincent (Chairman), T Mancini-Boyle (Vice-Chairman), J Copplestone, J Emsell, S Lawn, J Leggett and F Whymark.
<b>Other Members in Attendance:</b>	Councillors: K Leggett and K Vincent.
<b>Officers in Attendance:</b>	The Managing Director, Director of Resources, Director of Place, Director of People and Communities, Chief of Staff (Monitoring Officer), Assistant Director of Finance, Assistant Director ICT/Digital and Transformation Contracts, Internal Consultancy Lead Waste Services, Policy & Partnerships Manager and Democratic Services Officers (LA, JO).

## **32 MINUTES**

The minutes of the meeting of Cabinet held on 6 July 2021 were agreed as a correct record.

## **33 REPRESENTATIONS FROM NON CABINET MEMBERS**

The Chairman agreed that, at his discretion, all non-Cabinet Members in attendance be allowed to join the debate at the relevant point of the proceedings on request.

## **34 ENVIRONMENTAL EXCELLENCE POLICY DEVELOPMENT PANEL**

Cabinet received the Minutes of the meeting of the Panel held on 23 August 2021. The Panel had considered the Strategic Environmental Services Contract, which would be determined by Cabinet later in today's meeting.

## **35 INSURANCE CONTRACT – DECISION ON AWARD**

The Assistant Director for Finance introduced the report, which sought approval to award a new insurance contract to commence on 1 October 2021.

The Council's approach for the contract was to cover all insurable risks and to not self-insure. Members were advised that Broadland had a low claims history and had gone out to tender jointly with South Norfolk Council, with support from A J Gallagher Brokers.

The tender had been broken down into 11 lots and had resulted in six bids being received. The award criteria had been weighted at 50 percent price and 50 percent quality of cover.

The Portfolio Holder for Finance confirmed that much of the insurance data for the procurement had previously been gathered for the Local Government Mutual offer, which had not come to fruition. She added that the contract was for Broadland only and showed a saving of £9,130 per annum over the existing contract. Members were also asked to note that the broker was very experienced in dealing with local authority insurance procurement.

In response to a query from the Leader concerning any overlap of insurance cover between the lots awarded, the Assistant Director for Finance confirmed that each lot was a distinct insurance policy, which would avoid any overlap occurring.

It was unanimously:

### **RESOLVED**

To award the following contracts for each insurance lot for a period up to five years and delegate to the Assistant Director of Finance to appoint a broker to support the insurance provision over that period:

<b>Policy Type</b>	<b>Bidder</b>
Lot 14 – Material Damage	A
Lot 15 – Mortgaged Properties Inadvertently Uninsured	A
Lot 16 - Works in progress	A
Lot 17 – Terrorism	B
Lot 18 – Combined Liability	C
Lot 19 – Fidelity Guarantee	D
Lot 20 – Personal Accident	E
Lot 21 – Computer	A
Lot 22 – Engineering Inspection	D
Lot 23 – Engineering Insurance	D
Lot 24 – Motor Fleet	D

### **Reasons for Decision**

To award a new contract to continue the Council's insurance cover.

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**36 EXCLUSION OF THE PRESS AND PUBLIC****RESOLVED**

That the press and public be excluded from the meeting for the remaining items of business because otherwise, information which is exempt information by virtue of Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972, as amended by The Local Government (Access to Information) (Variation) Order 2006, would be disclosed to them.

**37 STRATEGIC ENVIRONMENTAL SERVICES CONTRACT**

The exempt report recommended the award of a ten-year contract to the preferred bidder for the provision of the Council's Strategic Environmental Services contract. The contract included the provision of all waste collection services including residual, recycling, food waste and street cleansing, with the contract commencing on 1 April 2022. The contract also included the option of an extension for up to a further ten years.

The Portfolio Holder for Environmental Excellence advised the meeting that the procurement had followed a very stringent OJEU exercise, which had involved recruiting consultants and taking legal advice and members being fully briefed throughout the process. The contract had been based on a 60/40 quality/price criteria. The report also set out two options for expanding the food waste scheme. Option A was for urban infill and Option B was for a food waste collection service across the whole District. All of the bidders had opted to operate the service from the Frettenham Depot. The procurement had been carried out in the light of forthcoming changes to Government waste policies and funding, as well as developments in carbon reduction technology.

The Portfolio Holder for Environmental Excellence commended officers for all their hard work during the procurement process. She also advised the meeting that the Environmental Excellence Policy Development Panel and the Overview and Scrutiny Committee had unanimously supported the recommendation.

The Portfolio Holder for Environmental Excellence proposed amending the recommendation to:

To award a contract to **Bidder C** ~~on the basis of Option B~~ for a period of ten years, with the option for a further extension of up to ten years, for the provision of the Council's Strategic Environmental Waste services.

The Internal Consultancy Lead Waste Services informed the meeting that procurement contract specification had been changed from an input to an output based one. This meant that details for how to deliver a specific standard were not set out in a prescribed manner. For example, rather than being required to sweep a road a specific number of times in a year, the contractor was required to ensure the cleanness of the road was maintained to a specific standard. If this standard was not maintained default deductions could be imposed.

Members were asked to note a recent Government consultation on the proposal to introduce a universal weekly food waste collection service from 2024/25 across the whole of the country and from 2023/24 for those areas who currently provided a partial food waste service. The meeting was advised that it would be prudent to wait until the Government made clearer the level of New Burdens funding it would provide to support such a scheme. Cabinet confirmed that District wide food waste service remained an ambition of the Council, but noted the current lack of clarity on the Government's position on New Burdens funding.

In answer to a query from the Leader it was confirmed that there was sufficient capacity for the processing of food waste if it was collected on a District wide basis.

Members were also advised that bidder C was proposing to use some second-hand Euro 6 compliant vehicles. As these would need replacement when ten years old it would provide the Council with the flexibility to introduce electric refuse vehicles, as they became more viable.

It was unanimously:

### **RESOLVED**

To award a contract to Bidder C for a period of ten years, with the option for a further extension of up to ten years, for the provision of the Council's Strategic Environmental Waste services.

### **Reasons for Decision**

To enter into a new contract for Strategic Environmental Waste Services.

(The meeting concluded at 6.36pm)

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Chairman