

Agenda Item No:

NORTH LONDON WASTE AUTHORITY

REPORT TITLE:
CONTRACTS ACTIVITY

REPORT OF:
HEAD OF WASTE STRATEGY AND CONTRACTS

FOR SUBMISSION TO: AUTHORITY MEETING	DATE: 7TH FEBRUARY 2007
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SUMMARY OF REPORT:

This report informs Members on operational activities and associated issues dealt with by the Contracts section of the Strategy & Contracts team from April to December, 2006.

RECOMMENDATION

The Authority is recommended to note the contents of this report.

Signed by Head of Waste Strategy and Contracts

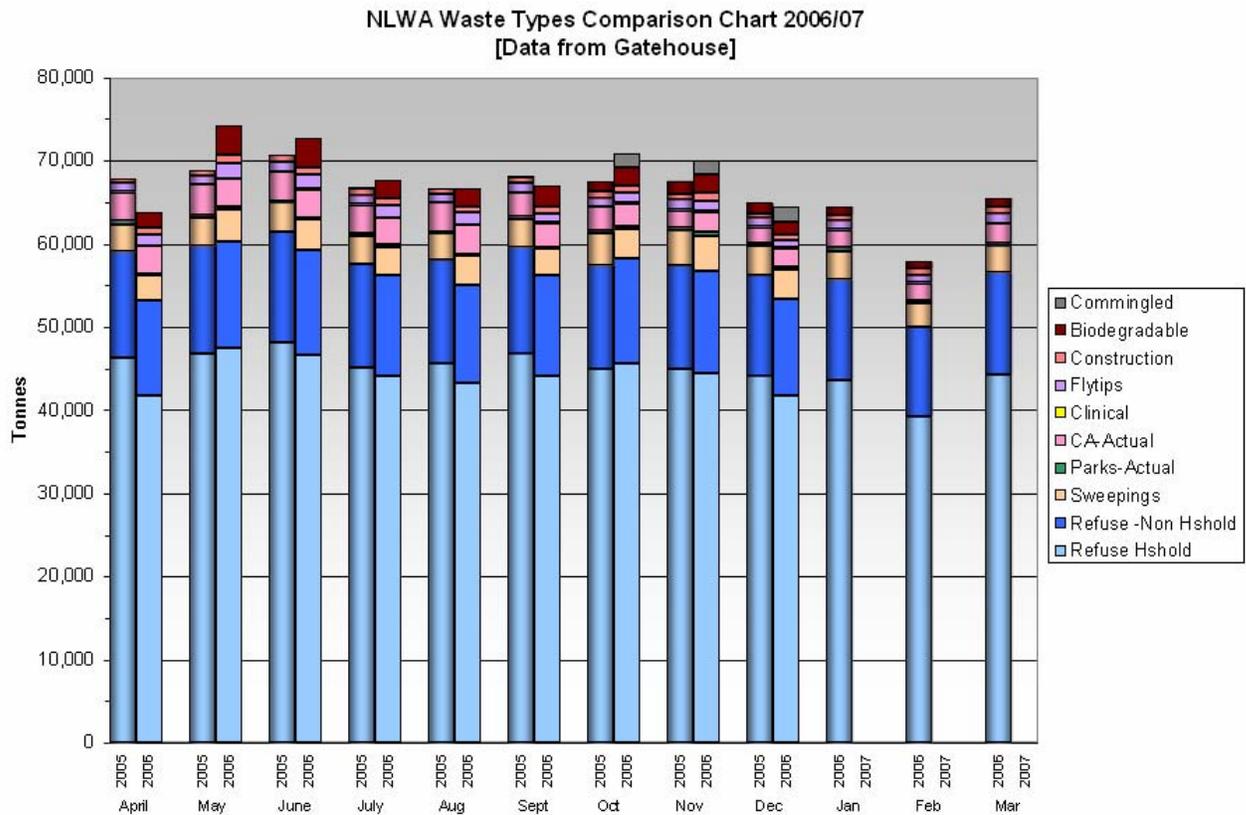
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1.0 BACKGROUND

- 1.1 The Section is responsible for managing contracts covering disposal of household, commercial, clinical and civic amenity waste produced by constituent boroughs, and is increasingly managing recycling and composting services.
- 1.2 It serves as liaison between contractors and boroughs to resolve problems and find ways to improve existing services. The team also assesses new legislation and investigates and secures new disposal methods/outlets as required.
- 1.3 A full description of the key sites and services is given in the Authority's Best Value Performance Plan.

2.0 TONNAGE INFORMATION



NB. This chart excludes Boroughs' own waste to reprocessors

3.0 MAIN WASTE DISPOSAL CONTRACT

- 3.1 The main waste disposal contract is monitored using random routine inspection of each LondonWaste site. The aim is to visit each site on a weekly basis but where this is not possible, emphasis is given to the busier sites. Between April and December, 2006 a total of 143 visits were made, Hornsey Street was visited just over once weekly, Hendon received an average of three visits per month and Edmonton was visited over eight times per month. These inspections are designed to highlight issues of health and safety, check vehicle turnaround times and ensure the sites are meeting borough needs. During the period covered, sampling of 5.63% of delivery transactions, over 9,000 of 160,000 waste deliveries, was carried out and this data was reconciled against claims for payment by LondonWaste Ltd.
- 3.2 Tonnage data for these transactions, covering refuse, street cleansing, civic amenity, bulky, clinical wastes and biodegradable and commingled recycling was also sent to borough technical officers each week, month and quarter so that they could carry out their own checks on transactions and highlight problems for the Section to investigate. Credits to a value of approximately £2,000 were received from LWL as a result of sampling and data checks.
- 3.3 The same tonnage data is used to validate LWL's claims for payment, for the reporting to boroughs set out at section 6 below and for forecasting future tonnage arisings to assist resource planning and LATS modelling.
- 3.4 A fundamental part of the work is pre-registering waste vehicles used by our Boroughs or their contractors so that LWL can receive this waste knowing it to be at the Authority's expense. The Contracts Section has direct access to LondonWaste's computerised weighbridge system in order to authorise these vehicles. There are regularly over ten new entries and amendments every day. Usually, these are submitted by boroughs in advance, but on occasions time is critical as the vehicle is already in use, or already actually at one of LWL's weighbridges. Vehicles are de-registered automatically if set up as a temporary hired vehicle initially or manually when the borough disposes of it or returns it to the leasing company for 'permanent' vehicles.
- 3.5 Turnaround times for clinical waste have improved substantially and the Section is currently looking at ways to improve turnaround times for vehicles delivering to the compost plant.
- 3.6 The Section is currently investigating problems with the weighing of street sweeping vehicles at the dedicated tipping area at Hornsey Street.

- 3.7 A significant amount of time during this period has been spent dealing with safety issues on the sites. Some borough employees and borough contractors had to be reminded about LWL's basic health and safety requirements and other site rules which has necessitated detailed liaison by the Section. This has recently led to the re-issuing of site rules to NLWA and all boroughs and their contractors and a disciplinary action procedure has been agreed between NLWA and LWL to deal with persistent offenders.
- 3.8 Monthly contract liaison meetings are held with LWL to monitor and resolve issues under this contract and the Civic Amenity contract below. No defaults have been issued during the period against this Contract.

4.0 CIVIC AMENITY TRANSPORT CONTRACT

- 4.1 There are currently nine re-use and recycling centres in the NLWA area generating approximately 26,000 tonnes of residual waste from April to December, 2006. Boroughs make their own arrangements for recyclable and compostable wastes from those sites.
- 4.2 Camden's site at Regis Road started accepting residual waste again in September, 2006. The transport service has been carried out satisfactorily during the period.
- 4.3 Regular site visits are made by Authority officers to ensure the quality of the service meets contractual standards, and monthly liaison meetings are held with LWL for this contract and the main waste disposal contract above. No defaults have been issued during the period against this Contract.

5.0 WEEE DIRECTIVE

- 5.1 The implementation of the WEEE directive had been delayed several times. The Regulations finally came into force on 2nd January, 2007 and details of the effect this may have on the Authority are reported separately. The Contracts Section has recently been involved in providing data to boroughs to enable them to make claims against the New Burdens Fund which was set up to offset some of the financial burden incurred due to the delays in implementing the Directive. The Section is now looking into the practical aspects of setting up collection, from borough sites and contractors' sites, of the five main WEEE streams covered by the legislation.

6.0 CONTRACTS SECTION – OTHER RESPONSIBILITIES

- 6.1 The Section deals with all aspects of data reporting. It gathers monthly information from boroughs on over 30 categories of recycling materials. These are collated with other data from the main waste contract and ancillary agreements and submitted to Environment Agency/DEFRA via a national system known as WasteDataFlow (WDF). This information is used by the Authority, among other things, to project its' likely position on Landfill Allowances. The last few months have seen the first reconciliation of data submitted to DEFRA which determines the Authority's Landfill Allowance trading position. A considerable amount of work has been done to analyse and understand this reconciliation. Work is also being carried out to enable a possible challenge to figures issued last year by DEFRA on the tonnage landfilled by NLWA.
- 6.2 The Section carries out an annual recycling credit audit on claims from boroughs and third parties and this year validated claims of £7,791,308. This entailed a physical audit, at each borough, of a minimum of two months' weighbridge tickets for two to three waste streams forming at least 40% of their total claim. The result of the audit was the subject of a separate report to the last Authority meeting. Applicants are currently being registered for the new Re-use and Recycling Credit Scheme agreed by the Authority last year. The Scheme comes into force in 2007/2008 and it is expected that this will further increase pressure on the Section's resources, but this may be offset by no longer having to report BVPIs separately from WDF entries.
- 6.3 The Section has responsibility for ensuring compliance with Duty of Care Regulations. It maintains a register of waste management licences for all borough and contractor sites and copies of all waste carrier registrations for any organisation likely to deliver or collect waste under the Main Waste Disposal Contract, the Civic Amenity Transport Contract and other ancillary agreements such as tyres, asbestos. CRTs etc. It also raises annual waste transfer notes for all waste streams with each borough and their contractors. There are currently 75 notes which are signed by up to 5 relevant parties. Because all these copies must, by law, have original signatures this is not done by post but, rather, by physical visits to all those parties. The Section also keeps copies of hazardous waste producer registrations and advises boroughs and contractors about such registrations.

7.0 GENERAL MONITORING AND CONTRACT MANAGEMENT

- 7.1 The Section provides general administrative support to the whole team.

- 7.2 It carries out weekly surveys to establish the NLWA proportion of recyclate of residual waste at Edmonton. A survey, carried out annually, was done in November at Hornsey Street Re-use and Recycling Centre to determine user split between Islington, Hackney and Camden.
- 7.3 The compost plant has been closely monitored over recent months in order to deal with issues like odour control and rejected loads.
- 7.4 In August an Interim Bulking Agreement was reached to enable boroughs to deliver commingled recyclate via NLWA. Vehicles from participating boroughs were registered under separate code numbers to allow them to tip at Edmonton and Hornsey Street.
- 7.5 The Acting Contracts Manager recently achieved a Certificate of Technical Competence (Level 4 in Waste Management Operations). This qualification is held by a number of contractors' employees and gives the Authority the benefit of an added level of professionalism and of 'levelling the playing field' when dealing with issues surrounding the Contracts.

8.0 BOROUGH LIAISON

- 8.1 The Section advises boroughs and liaises on service delivery for disposal of all general wastes as well as CRTs, asbestos, fridges and other hazardous waste streams. It also advises on carrier and producer registration matters, EU coding and WasteDataFlow issues. It also arranges tours of contractors' facilities to promote understanding of the issues surrounding disposal, including health and safety.

9.0 CHRISTMAS AND NEW YEAR

- 9.1 The Section gathered data on borough working arrangements and liaised with contractors on the opening times of re-use and recycling centres and waste reception sites. It also facilitated problems some boroughs had with commingled deliveries.

10.0 RECOMMENDATIONS

- 10.1 The Authority is recommended to note the contents of this report.

11.0 COMMENTS OF THE FINANCIAL ADVISER

11.1 The Financial Adviser has been consulted in the preparation of this report and has no comments to add.

12.0 COMMENTS OF THE LEGAL ADVISER

12.1 The Legal Adviser has been consulted in the preparation of this report and has no comments to add.

Local Government Act 1972 – Access to information

Documents used: None

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Report Ends