

Brief for Specialist Support

1. Background

The Unitary Authority of West Northamptonshire Council (WNC) was formed on the 1st April 2021, from the former two-tier arrangements comprising District Councils of South Northamptonshire and Daventry, Northampton Borough Council and Northamptonshire County Council.

The council's waste management team is responsible for the kerbside collection of household waste, and the collection of commercial waste on a chargeable basis when requested, in accordance with the Environmental Protection Act of 1990 and associated subsequent legislation, including the requirements of 'Simpler Recycling' (from March 2025).

Currently these duties are discharged by three separate teams, each working in the legacy waste collection authority areas of West Northamptonshire (WN). In the former Northampton Borough council area, the work is contracted out as a part of the Environmental Services contract with Veolia. In the former Daventry District area, municipal waste collection is carried out through a Joint Venture with West Northamptonshire Norse. In the former South Northamptonshire area, an in-house team of staff carry out this work.

The contract with Veolia for environmental services in the Northampton area and the Norse Joint Venture in the Daventry area both come to an end at the end of May 2028. New arrangements for the kerbside collection of household and other municipal waste will be harmonised across the whole of WN, from June 2028 onwards, in accordance with DEFRA's Simpler Recycling requirements, with some tailoring to take into account different housing types which might restrict waste collection arrangements.

West Northamptonshire is very diverse in its geography and in terms of population demographics. The west and south of West Northants is mainly rural villages and hamlets with the small towns of Brackley and Towcester and the larger town of Daventry. The county town of Northampton is predominantly an urban area, with areas of terraced properties as well as more suburban housing estates.

Work to harmonise the kerbside collection of household waste has continued since West Northamptonshire Council was formed in 2021 and many of the waste collection services are similar. The table in Appendix A provides a summary. The final step to harmonise waste collection services and provide residents with equivalent services will be taken in 2028.

In preparation, and in advance of any decisions being taken about the services that will be delivered from 2028, the Council is currently reviewing these services and would like to commission work to:

- Assess and benchmark the cost and performance of the Council's current kerbside waste collection service.
- Consider options for improving the performance and efficiency of these services.

- Assess and evaluate the options for the delivery of these services (in house, contract, JV, etc)
- Assess the options to secure fleet that will be used for waste collection services.
- Consider the options, benefits and risks for ‘off-take’ contracts for the materials that are collected for recycling or composting at the kerbside.
- Consider how flexibility can be built into the collection services to accommodate future housing growth and future legislation changes.
- Consider how the design of the waste collection service can minimise the financial impact of the Emissions Trading Scheme, for example by targeting high carbon content wastes.
- Consider the benefits and disbenefits of the waste collection and cleansing services being delivered jointly or under separate arrangements.
- Consider the opportunities for the collection of commercial waste and any associated risks.

Note that **out of scope** of this work is:

- Assessment of the options for residual waste collection (different frequencies, bin sizes, etc);
- Assessment of the standards and delivery options for street cleansing services;
- Work to optimise the collection routes;
- Evaluation of the waste infrastructure within West Northants.

Since these pieces of work have been commissioned separately.

2. Current Service Scope

The scope of the kerbside municipal waste collection services is as follows:

- Collection of Residual Waste
- Collection of Dry Mixed Recycling
- Collection of Food Waste
- Collection of Batteries and WEEE
- Collection of Textiles
- On-demand collection of clinical waste
- Opt-in, paid for service for the collection of garden waste
- On-demand, paid for collection of bulky waste
- Provision of waste collection services for schools, community groups, charities, etc. with charges as set out under the Controlled Waste Regulations
- Collection of commercial waste

For more detail, please refer to Appendix A.

3. Approach

This project is in three parts:

Part 1: Benchmarking and Recommendations for Waste Collection Service Improvements

An evaluation of the performance of the current kerbside waste collection service, taking into account the diverse nature of West Northamptonshire and the requirements of Simpler Recycling.

Include in the benchmarking:

- The performance of the current kerbside waste collection services compared with other similar authorities;
- Level of resources compared with other authorities, taking into account the housing numbers, type and geography of West Northants;
- The cost of the current kerbside waste collection services for each of the 3 geographic areas compared with other similar (in terms of population, demographics, etc) authorities;
- The strengths and weaknesses of the current services

Identify where performance and efficiency improvements could be made in relation to the kerbside collection of household waste.

Include recommendations which take into account:

- Future legislative changes and housing growth
- The cost implications of the Emissions Trading Scheme
- Equipment used to collect waste from the kerbside
- The variety of housing types across West Northants
- Optimum resources (staff, vehicles, etc) to enable efficient and effective kerbside waste collection
- Activities which will drive positive behavioural change, particularly for areas or housing types which are not performing well.
- Balancing performance of the service with the cost of the service

Part 2: Delivery Method

Consider and assess the options for the delivery of kerbside collection services, including for example, delivery by an in-house workforce, by contracting out these services, delivery via a joint venture or another hybrid option.

Include:

- An analysis of the benefits and disbenefits of each delivery method
- The relative costs of each delivery method
- The legal implications of each

Part 3: Additional Considerations

Assess the options:

- To deliver secure the fleet of waste collection and other associated vehicles required to provide a waste collection service, including leasing or purchasing, and if the service is not provided by an in-house team whether it is better for the Council to secure these vehicles or the service provider.
- To increase income generated by waste services
- For off-take contracts for the materials collected at the kerbside. For example, should these be included within a contract (if the service is delivered by a contract) or would separate contracts secured and managed by the Council be a better option.
- To deliver the kerbside collection service in conjunction with the street cleansing services, or for separate delivery.

Note:

1. the above lists are not exhaustive and only a guide in terms of considerations for this work package.
2. It is anticipated that stakeholders will be consulted as part of this work, and these may include WN Council officers, WN Councillors, other local authorities,

4. Assumptions

It should be assumed that:

- The commission is only concerned with municipal waste collection services, as noted in sections 1 and 2.
- The council has very limited scope to increase revenue budgets beyond annual cost inflation.

5. Outputs

It is expected that the appointed advisor will provide a written report at the conclusion of this work package.

The outputs should be provided as a professionally produced report in Microsoft Word (.docx) and PDF formats, and any spreadsheets in Excel (.xlsx / .xlsm) format. The spreadsheets should be clearly and transparently laid out and capable of re-use such as adjustment of input values without the need for further specialist input.

The councils should be granted an irrevocable, royalty free licenses to use and adapt the outputs as they see fit.

It is also expected that there will be a presentation to senior officers and Members on the findings, conclusions and recommendations.

6. Timescales

- Procurement to commence – Friday 25th July 2025.
- Deadline for clarifications from bidders - Wednesday 13th August 2025, 12pm
- Deadline for responses to clarifications – Friday 22nd August 2025, 5pm
- Deadline for bidder submissions - Monday 1st September 2025, 5pm
- Appoint and commence work - Monday 8th September 2025, 5pm
- Conclude work - Friday 14th November 2025
- Report submitted late November 2025
- Presentation to Senior Officers/Members early December 2025

Appendix A – Current Kerbside Collection Services

	Daventry	Northampton	South
Waste Collection services provided by:	JV with Norse	Contract with Veolia	In-house team
Residual Waste	Collected from majority of properties every 3 weeks in 240l wheeled bin.	Collected from majority of properties every 2 weeks in 240l wheeled bin. Approx. 20,000 terraced properties are on weekly sack collection	Collected from majority of properties every 2 weeks in 240l wheeled bin. 140 litre bin for new properties and replacement bins
Dry Mixed Recyclables	Collected co-mingled every 2 weeks in 240l wheeled bin.	Collected from majority of properties as co-mingled every 2 weeks in 240l wheeled bin. Approx. 20,000 terraced properties have recycling collected fortnightly in sacks	Collected co-mingled every 2 weeks in 240l wheeled bin.
Food Waste	Collected weekly from all properties*	Collected weekly from all properties*	Collected weekly from all properties*
Garden Waste	Opt in, paid for service	Opt in, paid for service	Opt in, paid for service
Batteries & WEEE	Collected from all properties as part of current services	Collected from all properties as part of current services	Collected from all properties as part of current services
Textiles	Free, on demand service	Free, on demand service	Free, on demand service
Bulky Waste	On demand, paid for service	On demand, paid for service	On demand, paid for service
Commercial Waste	Commercial waste collection provided by JV with profit share with WNC.	Commercial waste collection by Veolia (no profit share)	Commercial waste collection by in-house service
Clinical & Offensive (hygiene) Wastes	Infectious Clinical Waste – collected weekly with an initial referral by a health professional. Sharps are collected on demand. Additional black bin capacity can be requested	Infectious Clinical Waste – collected weekly with an initial referral by a health professional. Sharps are collected on demand. Additional black bin capacity can be requested	Infectious Clinical Waste – collected weekly with an initial referral by a health professional. Sharps are collected on demand. Additional black bin capacity can be requested

	for offensive hygiene products if necessary.	for offensive hygiene products if necessary.	for offensive hygiene products if necessary.
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* In each area there are communal or flatted properties which may not currently receive a food waste collection service, but which will receive this service by March 2026 as required by Simpler Recycling.