

3 JULY 2026

REPORT OF THE PORTFOLIO HOLDER FOR ENVIRONMENT

A CONTRACT FOR THE PROVISION OF CLINICAL WASTE SERVICES

PART 1 – KEY INFORMATION

PURPOSE OF THE REPORT

1. To set out the background to the current clinical waste contract service provisions.
2. Seek approval to award the clinical waste contract.

EXECUTIVE SUMMARY

- The provision of a clinical waste collection and disposal service is a statutory requirement placed upon collection authorities, governed by the Environmental Protection Act 1990.
- The current contract for the provision of clinical waste collection and disposal from domestic households within Tendring District is undertaken by General Business Holdings who are a SME based in Witham Essex. Following an initial procurement in 2025 and subsequent non-compliant bids resulting in a 6-month extension to the current contract which expired on the 30th June 2026, with no further opportunities available to extend.
- The service has a current customer base of approximately 3500 customers, with an average of 300 collections undertaken per month with varying collection frequencies, including weekly, monthly, ad-hoc and one-off collections from who all that subscribe to the service.
- The service is free of charge to applicable customers, with the Authority administering the initial customer contact with the application then passed on to the Contractor to further administer, make customer contact and manage the customers clinical waste needs, including the supply of containers and bags.
- As the disposal Authority, Essex County Council contribute 30% towards the overall contract costs to reflect the associated disposal costs.
- The annual cost associated with the clinical waste contract is approximately £35,000 to £40,000 per annum.
- Working with Essex County Council procurement services, the service contract was published on Contracts Finder for the provision of a contractor to provide a clinical waste service to commence on the 3rd July 2026 for a fixed duration of 3 years with no option to extend and to end on 30th June 2029.

- This contract term has been chosen to be mindful of LGR so that any new Unitary Authority will be safe and legal on vesting day in providing a clinical waste service, whilst allowing sufficient timeline within the contract for the assessment of future requirements.
- Evaluation of bids received was undertaken on 26th May and provisional outcome letters sent to bidders on Friday 5th June with contract commencement on Friday 3rd July 2026 for a period of Three years.
- Two bids were received, one from the incumbent contractor, General Business Holdings and the other from contractor Medisort.
- General Business Holdings, who are the incumbent contractor were the successful bidder, with scoring of the bids based upon 65% cost 30% quality and 5% Social Value with summary of the scoring listed below.

Supplier	Quality	Commercial	Social Value	Total Points/%
General Business Holdings	18.00	65.00	0	83.00
Medisort	22.00	33.25	1	56.25

RECOMMENDATION(S)

It is recommended that the Portfolio Holder agrees:

- 1. To award the contract to General Business Holdings (GB Holdings), with the contract to commence on 3rd July 2026 for a fixed duration of three years.**

REASON(S) FOR THE RECOMMENDATION(S)

The recommendations are made in accordance with the delegation to the Portfolio Holders.

ALTERNATIVE OPTIONS CONSIDERED

The collection and disposal of clinical waste was considered to be incorporated within the scope of the core kerbside waste and recycling integrated cleansing contract, however the feedback received from the market was that clinical waste service is a specialist service and no efficiency savings would be provided by including clinical waste collections within the kerbside waste and recycling service contract.

PART 2 – IMPLICATIONS OF THE DECISION

DELIVERING PRIORITIES

This decision will contribute to the Corporate Plan 2024 – 28 (Our Vision) themes of:

- Pride in our area and services to residents
- Championing our local environment
- Financial sustainability and openness

OUTCOME OF CONSULTATION AND ENGAGEMENT (including with the relevant Overview and Scrutiny Committee and other stakeholders where the item concerns proposals relating to the Budget and Policy Framework)

Consultation has been undertaken with the Assistant Corporate Director for Housing and Environment, Corporate Director for Operations and Delivery who both concur with the proposal.

LEGAL REQUIREMENTS (including legislation & constitutional powers)

Is the recommendation a Key Decision (see the criteria stated here)	YES	If Yes, indicate which by which criteria it is a Key Decision	Significant effect on two or more wards X Involves £100,000 expenditure/income Is otherwise significant for the service budget
		And when was the proposed decision published in the Notice of forthcoming decisions for the Council (must be 28 days at the latest prior to the meeting date)	20 th August 2025 and 4 th June 2026.

The Council's Constitution is set against the principle of delegating decisions to Portfolio Holders and Officers, with Officers making decisions in consultation with the relevant Portfolio Holder. Key decisions, those affecting more than one ward and / or an expenditure/income greater than £100k must be taken by Cabinet or a portfolio holder.

As set out in the proposal section of this report, the decision is to be made by the Portfolio Holder for Environment.

The contract was procured in conjunction with Essex County Council Procurement by open procurement, as part of Public Contract Regulations 2015.

The public procurement rules establish a legal framework governing the procedures and principles for the award of public contracts, which fall within the scope of the rules and exceed specified financial values. This legal framework is intended to ensure that contracts are awarded fairly, transparently and without discrimination and that all potential bidders are treated equally.

Under the Environmental Protection Act 1990 the Council is designated as a Waste Collection

Authority (WCA) and as such has a statutory duty to collect household waste and recycling from homes in the district which includes clinical waste.

The Monitoring Officer confirms they have been made aware of the above and any additional comments from them are below:

FINANCE AND OTHER RESOURCE IMPLICATIONS

FINANCIAL

General Business Holdings provided the best overall value for money and quality service, and the associated costs remain within the budget for this service provision.

Since the instigation of the service in January 2019, the customer base continues to grow and reflects the demographics within the district and consequently the budgets will need to be reflective of this increasing cost pressure.

REPUTATIONAL

As a collection authority, Tendring District Council has a statutory responsibility under the Environmental Protection Act 1990 to collect clinical waste from domestic properties within its district and as such, the provision of a clinical waste service remains a statutory undertaking.

Under current waste regulations the authority can pass on the cost of collection to the householder, however the decision was taken in 2019 that the service would be cost neutral to the householder with the cost of disposal being burdened by the disposal authority; Essex County Council.

For this service to become a subscription-based service, would require the employment of one FTE dedicated Clinical waste Officer to administer the contract and customer contacts. The cost of introducing charging would exceed the income from it. It could also damage the authority's reputation.

A chargeable clinical waste service would affect sections of the community with health disadvantage who, potentially, could not afford a chargeable service. There could be a potential impact to an increase in fly tipped clinical waste including sharps along with clinical waste disposed of in the residual waste stream if the decision was taken to charge for this service.

TDC CAPACITY

The service for the provision, collection and disposal of clinical waste, along with the administration of the service including customer contact is undertaken by the contractor and as such places minimum impact upon the resources of the Authority.

The Section 151 Officer confirms they have been made aware of the above and any additional comments from them are below:

USE OF RESOURCES AND VALUE FOR MONEY

The following are submitted in respect of the indicated use of resources and value for money indicators:

A) Financial sustainability: how the body plans and manages its resources to ensure it can continue to deliver its services;	The cost pressure remains within existing budgets and will continue to be budgeted for annually.
B) Governance: how the body ensures that it makes informed decisions and properly manages its risks;	Decisions for the Council will be undertaken in accordance with the constitution, making use of delegated powers where appropriate.
C) Improving economy, efficiency and effectiveness: how the body uses information about its costs and performance to improve the way it manages and delivers its services.	Waste and recycling services are significant budget areas for the Council and also ones where we have good levels of information both in respect of operational delivery and cost. This data will be used as part of the decision-making processes going forwards.

MILESTONES AND DELIVERY

This decision forms one of the key milestones in the procurement process. Following on from this decision the next milestone will be the formal award of contract with commencement date of 3rd July 2026 for delivery of the clinical waste service contract for fixed duration of three years.

ASSOCIATED RISKS AND MITIGATION

As a collection authority, Tendring District Council has a statutory obligation to provide a clinical waste collection and disposal service governed by the Environmental Protection Act 1990.

Consequently, the authority worked with Essex procurement team to procure a contractor for the provision of a clinical waste collection and disposal service. The initial procurement was undertaken during 2025 and resulted in no compliant bids being received. An additional 6-month extension to the current contract was obtained and provided to the incumbent supplier so that the procurement process could be repeated in 2026.

Based on the initial procurement process and the quality of those bids received, additional information and supporting information was provided to bidders as part of the repeated procurement process which resulted in receiving two compliant bids for evaluation.

The current incumbent contractor is the successful bidder for this procurement and consequently there will be no required existing contractor exit plan and new contractor mobilisation period which could lead to customer and service disruption and consequently the current service provided by General Business Holdings will seamlessly continue.

This contract term has been chosen to be mindful of LGR so that any new Unitary Authority will be safe and legal on vesting day in providing a clinical waste service, whilst allowing sufficient timeline within the contract for the assessment of future requirements

EQUALITY IMPLICATIONS

There is no equality implications associated with this particular decision. The clinical waste service provides a collection service bespoke to each individual customer with waste collected from the doorstep of the householder.

SOCIAL VALUE CONSIDERATIONS

The Public Services (Social Value) Act 2012 requires public authorities to "have regard to economic, social and environmental well-being in connection with public service contracts; and for connected purposes." The Council wishes to work collaboratively on social value with suppliers, partners, and the community to benefit Tendring.

Social value does form part of the contract that is being procured and is incorporated into the contract, specification and performance mechanism.

IMPLICATIONS FOR THE COUNCIL'S AIM TO BE NET ZERO BY 2030

The contractor utilises in cab technology to fleet management tools to minimise mileage within all routes taken by the collection vehicles to help reduce vehicle emissions.

OTHER RELEVANT CONSIDERATIONS OR IMPLICATIONS

Consideration has been given to the implications of the proposed decision in respect of the following and any significant issues are set out below.

Crime and Disorder	None
Health Inequalities	None
Subsidy Control (the requirements of the Subsidy Control Act 2022 and the related Statutory Guidance)	None
Area or Ward affected	All wards within the district will be affected

PART 3 – SUPPORTING INFORMATION

BACKGROUND

The provision of a clinical waste collection and disposal service is a statutory requirement placed upon collection authorities, governed by the Environmental Protection Act 1990 and the authority has been providing a domestic household clinical waste collection and disposal service since January 2019.

The current contract for the provision of clinical waste collection and disposal from domestic households within Tendring District is undertaken by General Business Holdings who are a SME based in Witham Essex. The service has a current customer base of approximately 3500 customers, with an average of 300 collections undertaken per month with varying collection frequencies, including weekly, monthly, ad-hoc and one-off collections from who all that subscribe to the service. Since the service introduction in 2019, the number of customers accessing the service continues to grow

year on year and this is reflective of the demographics within the Tendring District.

The service remains free of charge to applicable customers, with the Authority administering the initial customer contact with the application then passed on to the Contractor to further administer, make customer contact and manage the customers clinical waste needs, including the supply of containers and bags, collection of the clinical waste and onward transport to the designated, appropriately licensed disposal facility.

As the disposal Authority, Essex County Council contribute 30% towards the overall contract costs to reflect the associated disposal costs of clinical waste, which typically consists of incineration and high-pressure autoclaving.

The annual cost associated with the clinical waste contract is approximately £35,000 to £40,000 per annum.

PREVIOUS RELEVANT DECISIONS

None

BACKGROUND PAPERS AND PUBLISHED REFERENCE MATERIAL

None

APPENDICES

None

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