

<b>Subject:</b>	Waste Transfer Station	<b>Status:</b>	For Publication
<b>Report to:</b>	Cabinet	<b>Date:</b>	17 <sup>th</sup> September 2025
<b>Report of:</b>	Head of Environmental Services	<b>Lead Member:</b>	Environment and Corporate Services
<b>Key Decision:</b>	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception <input checked="" type="checkbox"/>	Special Urgency <input type="checkbox"/>
<b>Equality Impact Assessment:</b>	Required:	No	Attached: No
<b>Biodiversity Impact Assessment:</b>	Required:	No	Attached: No
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## 1. RECOMMENDATIONS

That Cabinet approves:

- 1.1 The appointment of Caulmert to conduct RIBA Stage 4 at a cost of £211,585 plus 5% framework charge plus the cost of any individual surveys and permits required from third parties in respect of the ongoing design for the proposed new waste transfer station (WTS).
- 1.2 Delegates to the Head of Environmental Services in conjunction with the Monitoring Officer, Director of Resources, Lead Members for Resources and Environment and Corporate Services to carry out any legal agreements and minor amends as necessary.

## 2. EXECUTIVE SUMMARY

- 2.1 Following the development of plans to redevelop the existing waste transfer station at Henrietta Street and the submission for planning permission a number of challenges have been identified with the site, as a result of this a decision has been taken to work up a scheme for a replacement waste transfer station on Plot 4 at Futures Park.
- 2.2 A previous approval in April 2025 agreed the appointment of Caulmert to Stages 0-3 of the RIBA process. This report requests permission to engage Caulmert to develop RIBA stage 4 via a direct award through the Bloom Framework.
- 2.3 As Caulmert has successfully developed the scheme for Futures Park from RIBA stage 0-3 and there has been considerable project learning on both the original works at Henrietta Street and this current proposal. There is a large amount of transferable information and Caulmert has performed well on both projects meeting key dates and delivering on budget. Given the tight timescales for the project and budget constraints it is more efficient to continue to work with Caulmert as the existing scheme can be developed whilst the planning application is considered.
- 2.4 The proposal covers stage 4 of the RIBA workplan. This is the technical design stage and is required for the tender / award of the build contract. Given the tight timescales for the project and the significant costs of waste transfer incurred on a monthly basis from April 2026 until the WTS is completed then it is essential that the Council utilise the 2 months to best effect whilst the project is being considered by planning.

## 3. BACKGROUND

- 3.1 Given the scale of investment and tight timescales proposed in building a waste transfer station and the potential budget savings once in operation, it is essential that the project is comprehensively designed which will deliver maximum benefit and minimise the risk of permitting issues through the project.

- 3.2 Engaging other contractors for the design of the building alone will result in officers needing to engage other consultants for the planning, permitting and mechanical & electrical engineering consultancy elements. Using multiple consultants may result in delays, duplication and additional hidden costs. Given the sensitive nature of the site it is essential that any design meets the planning and permitting requirements.

#### 4. DETAILS

- 4.1 Caulmert has been appointed to RIBA stages 0-3 and has successfully delivered this element of the project. The planning application is scheduled to be submitted during the 2nd week of September. Whilst planning is being considered, it is essential that the Council commence RIBA Stage 4 – Detailed Design to allow the Council to be in a position to award a build contract via a compliant procurement route as soon as planning is granted.
- 4.2 Whilst there is a risk that changes may be required following the planning process, there is no indication that there are any significant issues with the site that would mean that planning should not be granted although clearly the process must take its course. Any minor amendments would be easy to incorporate into the work undertaken in the next 3 months. If planning is not granted or significant elements of design need changing then there is a risk of costs being duplicated. However, the cost of delay to the start of RIBA stage 4 is more significant in that the potential savings of running RIBA Stage 4 whilst the planning application process is ongoing significantly offset the risk of duplicated costs.
- 4.3 The total cost of RIBA stage 4 is £211,585 whilst the monthly additional costs of transferring waste to Farrington are £120,000 – overlapping planning and RIBA has the potential to save £360,000 and significantly speed up the build program.
- 4.4 Based on the above information it is recommended that officers should procure Caulmert to commence RIBA Stage 4 without delay.
- 4.5 The comprehensive proposal from Caulmert covers all areas of RIBA Stage 4 as detailed below:

STAGE 4 FEES CONFIRMED TO RBC 18.07.25			
ARCHITECT - HOH			47520
COST CONSULT - KILHEY			9600
M&E - BETTON			47700
FIRE ENG - ARTEC			5040
STRUCTURES			39570
PRINC DESIGNER			3500
CIVILS			23530
PLANNING			4200
WASTE PERMITTING			2625
PROJECT MANANGEMENT/CONTRACT ADMIN			28300
			211585

- 4.6 The total cost for the work is £211,585 – this service can be procured from the Bloom Framework via a direct award (which incurs an additional 5% charge) plus the cost of any individual surveys and permits required from third parties.

## **5. RISK**

5.1 All the issues raised and the recommendation(s) in this report involve risk considerations as set out below:

- Await outcome of planning application prior to commissioning RIBA Stage 4 – whilst this is an option it would result in a 3 – 4 month delay in the build timescale costing an additional £120,000 per month for temporary transfer costs.
- To move ahead with RIBA stage 4 immediately does involve some degree of risk in that planning permission has not been formally approved and as such any changes required as a result of the planning process may result in additional fees. The risk of this is outweighed by the significant cost savings achieved by commencing the detailed planning work immediately.

## **6. FINANCE**

6.1 The Council will have to borrow to fund this project and as a result ongoing revenue costs in respect of minimum revenue provision and financing costs will be incurred. The Council is in discussion with LCC to minimise the capital contribution of RBC, the outcome of this is as yet unknown. Regardless of any LCC contribution the revenue costs of servicing this capital project would be eclipsed by the efficiency losses and additional financial pressures of £1.5m through having to transfer waste out of borough to Farrington.

## **7. LEGAL**

7.1 Corporate Management Team and Cabinet are required to approve all expenditure and procurements over £100k in line with the Council's Contract Procedure Rules. CMT has considered and approved the expenditure subject to Cabinet approval.

7.2 A call-off agreement will be entered into via Bloom Procurement Services Limited for the specialist professional services that Caulmert will deliver.

## **8. POLICY AND EQUALITIES IMPLICATIONS**

N/A

## **9. REASON FOR DECISION**

9.1 To engage Caulmert to conduct RIBA Stage 4 as soon as possible at a cost of £211,585 plus 5% framework charge plus the cost of any individual surveys and permits required from third parties to minimise delay to the build program.

No background papers