

1. Time commitment:

- **What level of officer time is required during the project delivery period (FebSep 2026)?** This will be established by the consultant and yourselves if successful and may fluctuate at different stages of the project. However we expect a minimum of a bi-weekly catch up (half an hour to an hour) due to the short timescale this project would need to be delivered on an expedited timeline so would require more than once a month.
- **Approximately how many days/hours per month per authority?** This again is hard to say without direction from the consultant but meetings would most likely be 4 hours a month maximum then the work to get data that the consultant required would depend on the availability of datasets and your authorities internal processes.
- **Will this be primarily data provision or active participation in workshops/meetings?** It is envisaged this business case development is data driven after working with you to deliver boundaries and scope. Most of the work will be carried out by the consultant on your behalf, but we are keen to ensure that the outputs of this piece of work are of value to you. The aim at the end of the work is that your consortium will have the information it requires to make an informed decision on the role of insetting in Staffordshire. To disseminate findings at the end of project it could be requested through a workshop with your leadership.

2. Cost commitment:

- **Are there any costs to participating authorities beyond staff time?** No costs are to be expected from **you** for this opportunity. The project has been funded by DESNZ and MNZH are appointing the consultant through NCC procurement process. Should you EOI be successful, we will work with you to finalise what we would expect the consultant to deliver. As stated above that will require some time commitment from you, but there are no financial or cost implications.
- **What happens if the feasibility study recommends proceeding - are authorities expected to commit capital funding?** The recommendations from the business case are for you to use in whichever way you see fit, it may not come out as financially viable so we would want you to use it to inform your key decisions as and when they arise. There is no commitment for anything to happen but we would strongly recommend in your application to showcase that you will be seeking to use this in a way that makes an impact on your decision making and commitment to green energy.

3. Existing waste contracts:

- **Several of our authorities have existing contracts for garden waste disposal (some running to 2027 with possible extensions). Is this a barrier to participation, or is the feasibility study designed to work around existing commitments?** This business case will look at the art of the possible and making a sound financial/economic appraisal of opportunities within your consortia boundary, this will not be seen as a barrier but your readiness and analysis of your current opportunities and barriers surrounding carbon intensive procedures will be assessed.

4. Member approval:

- **What level of member approval (if any) is required at EOI stage versus postfeasibility?** At this stage you should have engaged your leadership team on how you will look to remove your scope emissions and they should be aware of your strategies in place to explore offsetting/removal of residual emissions should be a priority. Member approval of this specific business case will not be required but some sort of evidence that it will align to current procedures in place should be evidenced.

5. LGR context:

- **Given the ongoing Local Government Reorganisation process, are there any concerns about consortium authorities potentially ending up in different unitary structures?** We have specified to the consultant that this should be developed so it is not affected by LGR and is developed as a special purpose vehicle outside of the council's influence, therefore it shouldn't matter what unitary structure the consortia end up in as they will be able to move with it. It is also worth noting that participation in this project does not prejudice future decisions, governance arrangements, or financial commitments by any authority.