

Notice of Non-key Executive Decision

Subject Heading:	Contract for the replacement of crematorium plant machinery
Decision Maker:	Mark Duff – Director of IT, Digital & Customer Services
Cabinet Member:	Councillor Sean MacMahon. Cabinet Member for Customer Services
SLT Lead:	Kathy Freeman– Strategic Director of Resources
Report Author and contact details:	Lee Macey 01708 434425 Lee.Macey@havering.gov.uk
Policy context:	Supporting the Places objectives within the Corporate Plan and in particular the Council's Air Quality Action Plan 2018/2023
Financial summary:	The total value of the procurement is £26,280. There are also annual running costs of £9,327 all of which are funded from existing cemeteries revenue budgets
Relevant OSC:	Environment
Is this decision exempt from being called-in?	No

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The subject matter of this report deals with the following Council Objectives

Communities making Havering	x
Places making Havering	x
Opportunities making Havering	[]
Connections making Havering	[]

Part A – Report seeking decision

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DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

For the reasons detailed in this report, the Director of IT, Digital & Customer Services is requested to note that the Council has entered into a contract for the purchase of three replacement plant machines (Iseki SXG 216 ride-on mowers) for use at the Council's crematorium & cemeteries with Ernest Doe & Sons for the price of £26,280

AUTHORITY UNDER WHICH DECISION IS MADE

Part 3 of the Council's Constitution

3.3 Scheme of Delegation – functions delegated to officers

Scheme 3.3.3 Powers common to all Strategic Directors

4. Contracts

4.2 To award all contracts with a total contract value of below £1,000,000 other than contracts covered by Contract Procedure Rule 16.3

The powers in Scheme 3.3.3 have been delegated to the Director of IT, Digital and Data provided that such functions shall only be exercised in respect of areas directly affecting ICT, Digital and Customer Services (including the Registrar and Bereavement service).

Para 4.2 has been delegated subject to a financial limit of £100,000.

STATEMENT OF THE REASONS FOR THE DECISION

The Council has a need to acquire three Iseki SXG 216 ride-on mowers with 40-inch rear discharge decks and deflector kits. The three Iseki mowers will replace two Kubota GR2120S units (fleet nos. GKA0121 & GKA0221), which have both reached the end of their operational life and cannot meet service requirements. As a result, there are high maintenance costs, increased downtime and reduced efficiency.

The Iseki mowers will be used by Bereavement and Registration's grounds maintenance teams for regular scheduled grass cutting of medium sized grass areas with the aim of improving the standards of grounds maintenance and increasing public satisfaction.

Two of the Iseki mowers will be for the cemeteries side of Bereavement Services and will be used across all four of Havering's cemeteries. The third Iseki will be allocated to the crematorium to support extra demand and operational pressures on the service.

The two current Kubota mowers

- GKA0121 is beyond economical repair due to a seized engine.
- GKA0221 is constantly breaking down and not cost effective to maintain.
- Both mowers have reached their end of life and are no longer able to meet the operational requirements for grounds maintenance.

New vehicle specifications - Iseki SXG 216

- 14hp clean burn diesel engine.

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- 18 litre fuel tank
- Two pedal hydrostatic transmission.
- Turf tyres, front 16 x 6.50 and back 20 x 8.00.
- 40" rear discharge deck.
- Easy attach/detach 320 litre low dump collector with electric dump.
- Changeable mulch and deflector kits.

Operational benefits

- Ensure operational continuity by replacing two non-functional Kubota mowers with new reliable ride-on machinery.
 - Improves efficiency in grounds maintenance with a 'cut and drop' functionality (deflector kits), reducing the time spent on grass collection and disposal.
 - 40-Inch rear discharge decks allow access to tight areas across the cemeteries and crematorium grounds.
 - Reduces customer complaints by discharging grass to the rear of the machine, unlike the Kubota's discharging to the side and covering memorials with grass.
 - Lower running costs because the Iseki's are modern and dependable, less down time and the newest technology.
 - Supports the Council's commitment to high quality grounds maintenance and continued success in initiatives such as London in Bloom Awards.
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- As these are specialist items of plant, three suitable suppliers were approached, and three written quotations were obtained in line with the required specification. The purchase was evaluated on 100% price.
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- Ernest Doe & Sons submitted the lowest overall cost and was assessed as the most advantageous quotation for the Council and therefore the contract was awarded to them. The table below sets out the three quotes received.

Supplier & Rank	Cost per unit	Total Cost
(1) Ernest Doe & Sons	£8760	£26280
(2) Company A	£9150	£27450
(3) Company B	£9255	£27765

OTHER OPTIONS CONSIDERED AND REJECTED

Do nothing

Considering the increasing demand on the Crematorium Services in recent years it is considered essential to replace the old and worn-out equipment with new machines. These machines are at the end of their natural operating life and extending their use will see more age-related costly breakdowns leading to increased maintenance and potential hire costs. This would impact the service's ability to maintain the landscape of the crematorium to the required standard for the public. Therefore, this option was considered and rejected.

Spot hire

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These 3 machines are not available on spot hire, only on long term contract hire with a maximum duration of 7 years and excess hours penalty clauses. Outright purchase therefore gives the operator the advantage of a longer operating period and no limitations on operating hours.

Contract hire rather than purchase

The maximum contract hire term is 7 years and the annual lease charges would be higher than purchasing them outright. Purchasing the machines outright represents better value for money over the asset life, reducing overall running costs and recharges to internal clients over the operating period.

BEV (Battery Electric Vehicle) and Infrastructure

Due to the nature of the work including arduous conditions and high operational demands on the machines, there is no battery alternative machine at present.

PRE-DECISION CONSULTATION

No statutory consultation required

NAME AND JOB TITLE OF STAFF MEMBER ADVISING THE DECISION-MAKER

Name: Lee Macey

Designation: Crematorium and Cemeteries Operations Manager

Signature:



Date: 10 June 2026

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

Section 1 of the Localism Act 2011 gives the Council a general power of competence to do anything an individual can do, subject to any statutory constraints on the Council's powers. The recommendations in this report are in keeping with these powers and duties.

The value of the contract is £26,280. This is below the threshold for the procurement of goods under the Procurement Act 2023 (the Act). The contract is therefore not subject to the full rigours of the Act but is subject to the Council's Contract Procedure Rules (CPR).

Schedule 2 (table 2.1) of CPR 13, contracts with a value between £5,000 and £29,999, require that a minimum of two quotations are obtained. In this case, three quotations were sought and the Council therefore may award the contract to the most advantageous quotation, which is Ernest Doe & Sons.

FINANCIAL IMPLICATIONS AND RISKS

This report asks the Director of IT, Digital & Customer Services is requested to note that the Council has entered into a contract for the purchase of three replacement plant machines (Iseki SXG 216 ride-on mowers) for use at the Council's crematorium with Ernest Doe & Sons for the price of £26,280

Capital Implications of the purchase

The costs of the Crematorium Machines is £26,280 and will be treated as a capital item. They will be funded by a revenue contribution to capital (RCCO) from the cemeteries grounds maintenance budget and any capital receipt, albeit small, generated from the sale of the existing vehicles.

Revenue Implications of the purchase

There is currently a cemeteries grounds maintenance revenue budget available to fund the purchase of the 3 new machines. As the vehicles are a capital item a revenue contribution to capital will take place. The budget is established within Bereavements & Registrations cost centre A24230.621540

There will be also be annual charge to the service of £9,327 (£3,109 per vehicle) to reflect the whole life cost (WLC) of the vehicles. This includes annualised costs of the estimated routine maintenance and insurance costs over the life of the machines.

HUMAN RESOURCES IMPLICATIONS AND RISKS (AND ACCOMMODATION IMPLICATIONS WHERE RELEVANT)

There are no anticipated HR issues resulting from this decision.

EQUALITIES AND SOCIAL INCLUSION IMPLICATIONS AND RISKS

The Public Sector Equality Duty (PSED) under section 149 of the Equality Act 2010 requires the Council, when exercising its functions, to have 'due regard' to:

- (i) The need to eliminate discrimination, harassment, victimisation and any other conduct that is prohibited by or under the Equality Act 2010;
- (ii) The need to advance equality of opportunity between persons who share protected characteristics and those who do not, and;
- (iii) Foster good relations between those who have protected characteristics and those who do not.

Note: 'Protected characteristics' are age, sex, race, disability, sexual orientation, marriage and civil partnerships, religion or belief, pregnancy and maternity and gender reassignment.

An EqHIA (Equality and Health Impact Assessment) is usually carried out when a current or planned service/policy/activity is likely to affect staff, service users, or other residents. It is acknowledged that in emergency or urgent situations it will not always be possible to carry out an EqHIA in advance of a relevant activity, however, managers will undertake the required EqHIAs at the earliest opportunity.

In all situations, urgent or not, the Council will seek to ensure equality, inclusion, and dignity for all.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

The Machines to be purchased have EURO 5 Diesel engines capable of running on HVO or GTL.

This is the current green alternative fuel to diesel which all our current fleet vehicles operate on.

HVO complies with EN15940 and the supply chain is approved under the Renewable Energy Directive (RED II) issued with an ISCC (International Sustainability and Carbon Certificate) which validates the supply and is also approved under the Renewable Fuels Assurance Scheme.

HVO reduces up to 90% Net CO2 reducing our carbon footprint.

Other advantages of HVO:

- Reduced greenhouse gases emissions.
- Improved air quality – Burns cleaner producing less NOx and particulate matter, leading to cleaner air in urban areas.
- Sustainable and renewable – Made from used cooking oil.
- Reduced Carbon Footprint.
- Direct drop-in replacement for diesel fuel with no requirements for filter changes from first use.
- More efficient combustion at lower temperatures (improved cold starting)
- Longer Shelf life – Does not require heating when stored.
- Reduction in the following harmful gases: Nitrogen oxides (NOx) Particulate Matter (PM) Carbon monoxide (CO) and Hydrocarbons (HC) all associated with respiratory illness.
- Approved by major engine manufacturers.

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BACKGROUND PAPERS

None

APPENDICIES

None

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Part C – Record of decision

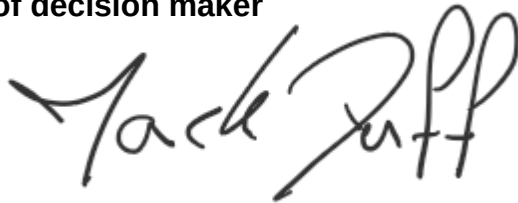
I have made this executive decision in accordance with authority delegated to me by the Leader of the Council and in compliance with the requirements of the Constitution.

Decision

Proposal agreed

Details of decision maker

Signed:



Name: Mark Duff

Director of Service title: Director of IT, Digital & Customer Services

Date: 18th June, 2026

Lodging this notice

The signed decision notice must be delivered to Democratic Services, in the Town Hall.

For use by Committee Administration

This notice was lodged with me on _____

Signed _____

Executive Decision Report Audit Trail

Position/Title	Directorate	Date Sent	Date received	Date Cleared
	Cabinet Lead			
	Member			
	SLT Director			

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Legal
Finance
Human
Resources
Equalities
Health
Democratic
Services