

Notice of NON KEY Executive Decision containing exempt information

This Executive Decision Report is part exempt, and Appendices (A) is not available for public inspection as it contains exempt information within the meaning of paragraph 3 of Part 1 of Schedule 12A to the Local Government Act 1972. It is exempt because it contains commercially sensitive information, and the public interest in maintaining the exemption outweighs the public interest in disclosing the information

Subject Heading:	Accept quote for food waste liners via YPO framework for the new Food Waste Collection Service.
Decision Maker:	Neil Stubbings - Strategic Director of Place.
Cabinet Member:	Councillor Martynas Cekavicius – Lead Member for Public Realm.
ELT Lead:	Neil Stubbings - Strategic Director of Place.
Report Author and contact details:	Rebecca Wild-Waste Project Manager for Environment rebecca.wild@havering.gov.uk 01708 433173
Policy context:	The introduction of a borough-wide separate food waste collection service will support compliance with the requirements of the Environment Act 2021, specifically the Simpler Recycling provisions, by increasing the segregation of food waste and contributing to improved recycling performance.

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Financial summary:	The contract is valued at £0.011m over four years for the initial supply of food waste liners, with flexibility to scale if required. Costs will be met from the Food Waste programme budget.
Relevant Overview & Scrutiny Sub Committee:	Environment Overview and Scrutiny Sub-Committee.
Is this decision exempt from being called-in?	The decision will be exempt from call in as it is a Non key Decision.

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

People - Supporting our residents to stay safe and well

Place - A great place to live, work and enjoy X

Resources - Enabling a resident-focused and resilient Council

Part A – Report seeking decision

DETAIL OF THE DECISION REQUESTED AND RECOMMENDED ACTION

Pursuant to the requirements of the Environment Act 2021, the London Borough of Havering is under a statutory duty to implement weekly food waste collections for all households by 31 March 2026. Authority to take decisions relating to the implementation of this statutory service has been delegated to the Director of Environment, in accordance with the Cabinet resolution of 22 January 2025.

Approval is sought to enter one call-off contract under the YPO Refuse and Recycling Products Framework (Ref: 1185) to facilitate the mobilisation and delivery of the food waste collection service, as follows:

Approval to award a call-off contract for the supply of liners; For a term of four (4) years, the final contract value is £0.011m and will be met in full from internal revenue funding allocated via the MTFS.

The cost of liners will be met from the overall Food Waste Project budget. While DEFRA funding has been secured to support elements of the service rollout, no specific DEFRA funding allocation has been provided for liners, and therefore all associated costs will be borne by the

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Council within the existing funding. A starter allocation of ten (10) liners per household will be distributed concurrently with the delivery of internal and external caddies, alongside supporting information materials.

The YPO framework was selected following a procurement options appraisal and has been procured in compliance with applicable legislation and the latest WRAP specifications. The framework operates over a four-year term and includes suppliers previously engaged by the Council as part of its initial market testing. Use of the framework does not give rise to any direct cost to the Council, although suppliers are subject to a framework levy of 1% on contract spend.

The recommended action is that the Director of Environment exercises their delegated authority to approve the above call-off awards, thereby enabling the Council to comply with its statutory obligations and ensure the timely implementation of the weekly food waste collection service.

AUTHORITY UNDER WHICH DECISION IS MADE

Cabinet 22nd January 2025:

- Cabinet agreed to implement the weekly household waste collection from all domestic properties in Havering from October 2025.
- Cabinet delegated authority to the Director of Environment to take all necessary steps to complete the contact variation with FCC for the delivery of the food waste collection service.

Part 3.3.3

Powers common to all Strategic Directors

1. General

To take any steps, and take any decisions, necessary for the proper management and administration of their allocated directorate, in accordance with applicable Council policies and procedures.

4. Contracts

To award all contracts with a total contract value of below £1,000,000 other than contracts covered by Contract Procedure Rule 16.3. This delegation shall include the ability to extend or vary a contract up to and including a value of £1,000,000 (provided that the extension is in line with the existing contractual provisions.)

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STATEMENT OF THE REASONS FOR THE DECISION

A Pre-tender Report seeking approval to procure internal and external food waste caddies, associated liners, and distribution services was published on 22 December 2025.

The decision to award the procurement of liners via the YPO Framework is justified based on extensive benchmarking and market engagement undertaken in advance of the decision, which demonstrated that the proposed approach provides value for money and meets the Council's operational requirements.

A total of two compliant bids were received in response to the mini-competition process. please see exempt document, Appendix A, for the breakdown of cost and scoring.

The decision authorises the appointment of Cromwell Polythene Ltd to provide LBH with 1,144,500 liners to support the introduction of the weekly food waste collection service from October 2026.

The contract award was based on the most economically advantageous Tender, using an evaluation weighting of 55% price and 45% quality. The quality criteria were weighted as follows: 20% product quality, 20% delivery and customer service, and 5% social value. The contract value is £0.011m

The total contract value is £0.011m, representing a proportionate and necessary expenditure to enable the timely and coordinated implementation of the new statutory food waste collection service

The liners contract will be awarded for a four-year term. Final contracts start and end dates will be agreed with the successful bidder ahead of the planned roll out from October 2026.

The contract will be managed by the Public Realm Contract Management Officer, with performance monitored through regular contract management meetings and reviews. Any risks or issues will be escalated through the monthly Programme Board to the Director of Environment in accordance with governance arrangements.

OTHER OPTIONS CONSIDERED AND REJECTED

Joint Procurement: Havering officers have been in touch with their counterparts at the other ELWA Constituent Councils to discuss timescales and opportunities for joint procurement. Timescales for purchasing of liners may vary, due to demand from other Local Authorities on the market, and may impact on the service commencement date. Therefore, this option was considered and rejected

Do nothing: The provision of liners is expected to support initial uptake and participation in the service by reducing behavioural barriers and enabling residents to adopt the new service from day one. Although DEFRA did not provide funding for liners, procuring them represents a proactive investment to maximise early engagement, improve material capture rates, and support successful mobilisation of the food waste service.

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Provide a year's supply of liners to residents: This would cost approximately £0.131m and, as DEFRA did not provide funding for liners, presents a direct pressure on the Council's revenue budget. This option raises affordability concerns and may not represent value for money

PRE-DECISION CONSULTATION

This procurement was raised as an i-decision on 24/04/2026.

A Gateway report was agreed with the Procurement Team who provided the council with consent to proceed 04/12/2025.

A Non-Key ED for permission to procure internal and external caddies, liners and distribution was agreed by the Director of Environment, Imran Kasalbash, on 18/12/2025.

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

Name: Rebecca Wild

Designation: Waste Project Manager

Signature: Rebecca Wild

Date: 21/07/2026

Part B - Assessment of implications and risks

LEGAL IMPLICATIONS AND RISKS

The Council has a general power of competence under section 1 of the Localism Act 2011 to do anything an individual may generally do subject to any statutory limitations. The arrangements now sought are in accordance with these powers.

Section 45 of the Environmental Protection Act 1990 sets out the duty placed upon a Waste Collection Authority, to arrange for the collection of household waste in its area and section 45A of the Environmental Protection Act 1990 (as amended by Section 57 of the Environment Act 2021) requires, with effect from 1 April 2026, all recyclable household waste to be collected separately from other household waste, for recycling or composting at least once a week.

The YPO Framework terms allow the London Borough of Havering to carry out a tender exercise in accordance with the rules of the Framework Agreement. Subject to the above, Legal can confirm that the contract can be awarded.

FINANCIAL IMPLICATIONS AND RISKS

This report seeks approval to award a call-off contract for the supply of food waste liners to support the implementation of the Council's weekly food waste collection service.

The contract is valued at £0.011m over a four-year term and will be funded from within the approved £4.6m Food Waste Project budget. This budget comprises DEFRA grant funding and Council resources, with DEFRA funding to be utilised in the first instance. While there is no specific allocation for liners, costs will be managed within the overall project envelope. To date, £1.52m of the total budget has been committed, leaving sufficient headroom to accommodate this expenditure.

The procurement has secured a competitive unit rate of £0.001m per liner, which is significantly below prevailing market rates and demonstrates strong value for money. The initial provision represents a one-off supply to all households, with no current expectation of further demand.

The contract includes flexibility to purchase additional quantities if required; however, the absence of a defined upper limit introduces a potential financial risk. This is mitigated by the current policy position to provide a single starter allocation only and will be actively managed through established budget monitoring arrangements within the overall programme.

No additional costs are expected in relation to storage or distribution beyond those already captured within the wider programme.

This procurement forms part of the wider Food Waste Programme. Robust financial oversight will be maintained to ensure that any changes in demand or cost pressures are identified early and managed within the approved funding envelope, ensuring delivery within existing resources.

Figure 1

Product	Number Required	Contract Cost	DEFRA Funding-Revenue
Food waste Liners	1,144,500 (with an option to procure more if required)	£11,170.32	Funded within overall DEFRA grant allocation (no separate budget line identified)

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

Havering contracts out its household waste and recycling collection service to FCC, who will be responsible for the provision of the separate food waste collection service throughout the life of

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this contract (initial term expires 2031) with costs provided for anticipated service changes at the time of tender. There are temporary implications on Havering staff resourcing as follows:

- Project Manager: a 33 month fixed term post, ending March 2027 has been filled, to provide management of this large-scale project.
- Project oversight: Programme Board and Project Working Group comprising of existing staff within relevant service areas, including Environment, Finance, Procurement and Transformation is in place

Project Implementation: Existing staff are currently being utilised on the project, from within the Waste Team and Business Support Teams. Staff resourcing continues to be reviewed and discussed at Programme level.

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, disability, gender reassignment, marriage and civil partnerships, pregnancy and maternity, race, religion or belief, sex/gender, and sexual orientation.

The Council is committed to all the above in the provision, procurement and commissioning of its services, and the employment of its workforce. In addition, the Council is also committed to improving the quality of life and wellbeing for all Havering residents in respect of socioeconomics and health determinants.

Health and wellbeing impacts have been considered as part of the Equalities and Health Impact Assessment (Appendix B), utilising Havering's Health and Wellbeing tool, and will continue to be reviewed accordingly throughout the life of the project, and service provision.

There are no significant health and wellbeing implications arising from the implementation of home food waste collection.

Reduced food spillage from roadside black bag refuse may offer health and wellbeing benefit by reducing risk of associated pedestrian slips or trips while improving street scene.

Alongside new food waste collections, complementary efforts to support households to improve shopping habits and reduce food waste offers a route to improve the financial wellbeing of residents.

ENVIRONMENTAL AND CLIMATE CHANGE IMPLICATIONS AND RISKS

The Environment Act 2021 has made separate food waste collections by law to introduce food waste collections for all households in the borough by 1st April 2026. The compulsory introduction of a separate food waste collections is a proven way to reduce overall household waste. With residents recognising the amount of food waste they produce, many will look to reduce this in a bid to be less wasteful, either for financial, environmental, or ethical reasons.

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HEALTH AND WELLBEING IMPLICATIONS AND RISKS

Health and wellbeing impacts have been considered as part of the Equalities and Health Impact Assessment Appendix B, utilising Havering’s Health and Wellbeing tool, and will continue to be reviewed accordingly throughout the life of the project, and service provision.

There are no significant health and wellbeing implications arising from the implementation of home food waste collection.

Reduced food spillage from roadside black bag refuse may offer health and wellbeing benefit by reducing risk of associated pedestrian slips or trips while improving street scene.

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BACKGROUND PAPERS

None.

APPENDICES

Appendix A	Cost and Scoring for each bidder (Exempt)
Appendix B	EHIA Open

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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



Neil Stubbings
Strategic Director of Place

Date: 24th July 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 _____