



Officer Decision Record – Key Decision

Key decisions taken by an officer are subject to the 5 day call in period from circulation to Members, and therefore the decision will be released for implementation following the call-in period and no call in being received

1. Cabinet date and copy resolution this key decision relates to

Relating to Cabinet decision 20 August 2025 CB 08/25/06 in respect of Household Food Waste Collections in North East Lincolnshire:

<https://www.nelincs.gov.uk/assets/uploads/2025/06/2.-Decision-Notice-Cabinet-20th-August-2025.pdf>

As part of the resolution, it was agreed:

That the Director of Economy, Environment and Infrastructure in consultation with the Portfolio Holder for Environment and Net Zero be delegated authority to:

- a. Undertake procurement exercises for the resources required to deliver a food waste collection service, as outlined within the report to include fleet and equipment; and
- b. To take all ancillary actions reasonably arising, including implementation planning, mobilisation and recruitment of staff.

2. Subject and details of the matter (to include reasons for the decision)

Procurement of new waste collection vehicles is required to enable future weekly collections of food waste to all households in the borough. This is set out in the August Cabinet report and approved as above, with delegation to the Director of Economy, Environment and Infrastructure to undertake any procurements exercises required to deliver the service.

Work has been undertaken with Procurement to review the options for purchase of the appropriate fleet vehicles in a timely manner to ensure NELC's delivery of a food waste collection service is in line with government expectations. The Lincolnshire County Council (LCC) Framework Agreement for the Supply of Refuse Collection Vehicles and Vehicle Warranties, between Lincolnshire County Council and Denis Eagle Ltd., is deemed to be the preferred procurement route for purchasing the vehicles.

This framework will allow NELC to take advantage of quicker production and delivery times for the correct vehicle type and help us meet the governments expected timeframe during a period when the market will be flooded with orders from many other authorities also implementing weekly food waste collections.

The choice of vehicle manufacturer available through this framework will offer value for money across the service by reducing the number of drivers and driver training required, therefore reducing revenue spending year on year.

The option available to select specialist vehicles which remain compatible with our current fleet will allow for standardisation, using the same vehicle parts, which are kept on stock and provide efficiency and value for money from a whole life cost perspective. This will also mean that less training will be required for mechanics, offering further revenue savings year on year.

This is a Single Supplier Framework available to all local authorities in Lincolnshire and Yorkshire. It has been reviewed by Legal and approved as acceptable for the purpose of procuring the required vehicles. An Exception to Contract Procedure Rules has been submitted and approved.

Once the order is placed through the framework and lead times are known this will allow for detailed delivery plans to be developed for borough wide service implementation.

3. Decision being taken

That the Director of Economy, Environment and Infrastructure, in consultation with the Portfolio Holder for Environment and Net Zero, may purchase the required waste collection vehicles to implement a food waste collection service via the LCC

Framework Agreement for the Supply of Refuse Collection Vehicles and Vehicle Warranties.

4. Is it an Urgent Decision? If yes, specify the reasons for urgency. Urgent decisions will require sign off by the relevant scrutiny chair(s) as not subject to call in.

No

5. Anticipated outcome(s)/benefits

The PCR 2015 LCC framework is fully compliant and will allow NELC to take advantage of quicker production and delivery times for the correct vehicle type and help us meet the governments expected timeframe during a period when the market will be flooded with orders from many other authorities also implementing weekly food waste collections.

6. Details of any alternative options considered and rejected by the officer when making the decision (this should be similar to original cabinet decision)

Open tender: This would have a significant impact on service delivery timelines so was not deemed suitable in this instance.

7. Background documents considered (web links to be included and copies of documents provided for publishing)

[Cabinet report CB 08/25/06](#)

8. Does the taking of the decision include consideration of Exempt information? If yes, specify the relevant paragraph of Schedule 12A and the reasons

No

9. Details of any conflict of interest declared by any Cabinet Member who was consulted by the officer which relates to the decision (in respect of any declared conflict of interest, please provide a note of dispensation granted by the Council's Chief Executive)

None

10. Monitoring Officer Comments (Monitoring Officer or nominee)

The decision is consistent with the will and expectation of Cabinet. The procurement exercise has been conducted so as to comply with the Council's policy and legal obligations and supported by relevant officers.

11. Section 151 Officer Comments (Deputy S151 Officer or nominee)

The procurement of food waste collection vehicles via the LCC Framework Agreement is in accordance with the Council's Contract Procedure Rules and the Public Contracts Regulations 2015. Funding for this procurement has been identified within the approved capital programme for waste services. The use of the framework is expected to deliver value for money and operational efficiencies, as outlined in the decision notice. No significant financial risks have been identified at this stage, and ongoing monitoring will ensure compliance with budgetary controls

12. Human Resource Comments (Head of People and Culture or nominee)

While the decision to procure will not have a direct impact on HR, the provision of the service will need to be reviewed to ensure staffing is resourced to deliver the plan.

13. Risk Assessment (in accordance with the Report Writing Guide)

Initial risk assessments were undertaken as part of the Cabinet report and risks and opportunities continue to be monitored in line with project management and procurement guidelines.

14. Has the Cabinet Tracker been updated with details of this decision?

Yes.

15. Decision Maker(s):

Name: Carolina Borgstrom

Title: Director for Economy,
Environment and Infrastructure

Signed: REDACTED

Dated: 13.11.25

16. Consultation carried out with Portfolio Holder(s):

Name: Councillor Henry Hudson

Title: Portfolio Holder for Environment & Net Zero

Signed: REDACTED

Dated : 13th November 2025**17. If the decision is urgent then consultation should be carried out with the relevant Scrutiny Chair/Mayor/Deputy Mayor**

Name:

Title:

Signed:

Dated:

Key Decisions are defined in the Constitution as:

A decision (whether taken collectively or individually by members) which is likely:

- (i) to result in the Council incurring expenditure which is, or the making of savings which are, significant having regard to the Council's budget for the service or function to which the decision relates; or
- (ii) to be significant in terms of its effects on communities living or working in an area comprising two or more wards.

A decision will be considered financially significant if:

- (i) in the case of revenue expenditure, it results in the incurring of expenditure or making savings of £350,000 or greater;
- (ii) in the case of capital expenditure, the capital expenditure/savings are in excess of £350,000 or 20% of the total project cost, whichever is the greater

In determining whether a decision is significant in terms of its effect on an area comprising two or more wards, consideration shall be given to:

- (i) the number of residents/service users that will be affected in the wards concerned;
- (ii) the likely views of those affected (i.e. is the decision likely to result in substantial public interest)
- (iii) whether the decision may incur a significant social, economic or environmental risk.