

Subject:	Procurement of Food Waste Caddies	Status:	For Publication
Report to:	Cabinet	Date:	8 th January 2025
Report of:	Head of Environmental Services	Lead Member:	Environment and Corporate Services
Key Decision:	<input checked="" type="checkbox"/> Forward Plan <input checked="" type="checkbox"/>	General Exception	<input checked="" type="checkbox"/> Special Urgency <input type="checkbox"/>
Equality Impact Assessment:	Required:	No	Attached: No
Biodiversity Impact Assessment:	Required:	No	Attached: No
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1. RECOMMENDATION

- 1.1 To procure food waste caddies and household delivery via the ESPO framework at a cost of £218,750

2. EXECUTIVE SUMMARY

- New Burdens Funding has been received for the introduction of Domestic Food Waste collections from April 2026 – the Council has received £227,277 allocated for Food Caddies
- Significant economies of scale can be obtained by bulk purchasing caddies and delivery in partnership with other East Lancashire councils – this would save the Council £28,350 on caddies and £27,800 on delivery.
- In order to secure a delivery slot and secure discounted rates for the caddy's the Council needs to place an order by February 2025
- As the order value exceeds £100,000 Cabinet approval is required.
- Permission is sought to procure the caddies, an initial supply of caddy liners and delivery via the ESPO Framework at a cost of £218,750

3. BACKGROUND

- 3.1 Central Government has mandated the introduction of weekly food waste collections from the 1st April 2026. In order to facilitate collection, households require 2 food waste caddies (one for internal use and one for doorstep collection). New Burdens Funding has been provided to RBC for the purchase of food waste caddies for residents to the value of £227,277
- 3.2 Given all local authorities are mandated to introduce Food Waste Collections by April 2026, there is significant pressure on supply chains both for the caddies themselves and for doorstep delivery. Negotiations have been ongoing with suppliers both individually by East Lancashire councils and collectively to explore bulk purchase discounts.

4. DETAILS

- 4.1 New Burdens Funding has been received for the introduction of Domestic Food Waste collections from April 2026. The Council has received £227,277 allocated for:
 Kitchen caddies - £68,872
 Kerbside caddies - £158,405
- 4.2 Officers have obtained 2 other quotes to procure the caddies directly; the lowest of which was £182,350. The total cost procuring on bulk with the other East Lancashire authorities via the ESPO framework is £154,000 giving a saving of at least £28,350. Negotiations for bulk purchasing of caddy liners has resulted in a total cost of £15,750. This is for an initial supply

to be distributed with the caddy – research shows a significantly higher uptake with caddy liners. Further negotiations are ongoing with LCC re the funding of caddy liners on an ongoing basis.

- 4.3 In terms of caddy delivery, 2 caddies will need to be delivered to every residential property in Rossendale. This would create significant internal challenges if the Council tried to deliver utilising RBC staff. Initially officers would need to take delivery of 70,000 caddies – The Council does not have sufficient storage space for this volume so would need to rent warehouse space. In terms of delivery, the Council does not have sufficient staff to deliver this volume, whilst calendars are delivered via internal systems the weight and size of caddies would be prohibitive and the Council would need to employ agency staff. Bulk purchase negotiations utilising the ESPO framework has secured a discount of £27,800 by placing an order via the ESPO framework the Council can secure a delivery slot with a professional delivery company and this can be achieved within the new burdens budget window. The cost of delivery is £49,000.
- 4.4 The total cost of procuring and delivering caddies via ESPO is £218,750 against a new burdens funding window of £227,000
- 4.5 It is anticipated that this Council will enter into a separate call-off agreement under the agreed terms via the ESPO Framework. This is in full compliance of the Council's Contract Procedure Rules and Public Contract Regulations.

5. RISK

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

- Procuring caddies at an RBC Level – this is possible and would result in a greater choice (in terms of colour and design) but it would add significant additional costs
- Procuring caddies Collectively – this is the most cost effective and efficient method of procurement £154,000 giving a saving of at least £28,350
- Delivering caddies to households utilizing RBC staff – this is not practical, the Council does not have the warehouse space to store caddies on delivery, the logistical resource to process deliveries or the staff resource to deliver. Whilst officers could technically deliver, the additional costs would be prohibitive.
- Delaying the procurement of caddies – given the significant supply chain pressures this is not recommended and may result in us missing the mandated start date of 1st April 2026 for domestic food waste collections
- Not procuring caddies – this is not an option and central Government have mandated residential food waste collection from April 2026 and caddies are the only feasible collection option.

6. FINANCE

- 6.1 Corporate Management Team and Cabinet are required to approve all expenditure and procurements over £100k in line with the Council's Contract Procedure Rules. The council has already had receipt of New Burden's funding therefore there is no financial exposure to RBC of this transaction.

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 the ESPO framework as part of a wider East Lancashire procurement. This is in line with the Council's Contract Procedure Rules.

8. POLICY AND EQUALITIES IMPLICATIONS

8.1 There are no policy or equality implications arising from this report.

9. REASON FOR DECISION

9.1 To procure food waste caddies, an initial supply of caddy liners and household delivery via the ESPO framework at a cost of £218,750 in readiness for the roll out of the Food Waste Collection Service.

No background papers