

DECISION UNDER DELEGATED POWERS

Subject	SLA with CFH print services
Officer Requesting Decision	Richard Moore
Officer Making the Decision	Jon Illingworth
Authority for Decision	Para 2.5 (b) schedule of Delegation to Officers. Take any action to maintain the operation and effectiveness of services
Recommendation	To approve the SLA with CFH for the print and mail of our council tax and Housing Benefit notifications for 2025/26. If successful, to look at longer term contract to outsource print and mail of all Revenues Service documents. CFH already supply print and mail services to Election Services so confidence is taken from this that they are capable of dealing with our requirements successfully.
Alternatives considered and rejected	To continue in house print and mail.
Decision	Approve
Reason	Significant savings on postage can be achieved by outsourcing the print and mail of council tax bills
Date	14 February 2025
Background Papers	none
Decision record kept until	14 February 2030

Background papers kept until	N/A
------------------------------	-----

Signed..........

Dated.....14 February 2025.....