



Reference: FOI2930

**Request:**

In order to enable us to offer these savings, we are, under the Freedom of Information Act, requesting the following information from you.

1. Your postal spend in 2019 and projected spend for 2020 /2021 on the following - exact costs where possible or if unavailable please provide estimated costs:

- \* Stamps
- \* Franking
- \* Royal Mail on line services
- \* Royal Mail Postage Paid Impressions ( PPI )

2. If using a franking system, please specify supplier and model

3. Is the equipment owned or leased through the supplier or 3rd party finance house

4. If the equipment is owned outright - the month, year and cost of purchase plus the annual maintenance and consumable costs

5. If the equipment is leased - the month, year and term of lease plus quarterly / annual costs including maintenance and consumable costs

6. What is the typical decision process within your organisation for mail and postal services?

7. Who is ultimately responsible for making decisions such as the allocation of contracts for postal equipment and expenditure?

8. Are you mandated to procure through a framework agreement and if so the name of the framework

**Response:**

To provide the information would require approaching all services if they have post services and then to provide any information they may have. Therefore, the request is refused under s12 (1) Freedom of Information Act 2000, since the cost of complying would exceed the appropriate limit set out in the Freedom of Information and Data Protection (Appropriate Limit and Fees) Regulations 2004. In assessing the cost of complying, the costs attributable to officer time involved in complying have been considered. Such costs are limited to £450.00 under the Regulations, which equates to eighteen hours of officer time.



North Tyneside Council

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We can provide the spend which is recorded against postage within the council's accounting systems. (please see attached document). However, we cannot guarantee this will account for all spend across the council.

North Tyneside Council's postal services at the main council building, Quadrant are provided by ENGIE Services Ltd, the business process partner. These services are provided as part of the overall charge from ENGIE Services Ltd and cannot be separately identified.

As such the information in relation to Quadrant is not held by the Authority.

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Date: 06/10/20

Page 2 of 2