



# EAST CAMBRIDGESHIRE DISTRICT COUNCIL

THE GRANGE, NUTHOLT LANE,  
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Further to your information request FOI/EIR 20/21-198 please find your question and our response below.

## **Request:**

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 3<sup>rd</sup> 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:**

In accordance with Section 16(1) of the FOI Act, the Council has a duty to provide advice and assistance to you, as far as it is reasonable to do so. We can advise that the Council does not respond to unsolicited requests regarding sales, procurement and commissioning. Departments must follow a strict procedure as the council has a responsibility to spend public money to achieve the best possible value and outcomes for its citizens whilst maximising the wider social, economic and environmental benefits. We can direct you to the Council's website pages for procurement opportunities, events and how to sell to the Council: <https://www.eastcambs.gov.uk/east-cambs-district-council/doing-business-council>

This concludes your request FOI/EIR 20/21-198

If information has been refused please treat this as a Refusal Notice for the purposes of the Act.

If you disagree with our decision or are otherwise unhappy with how we have dealt with your request in the first instance you may approach [foi@eastcambs.gov.uk](mailto:foi@eastcambs.gov.uk) and request a review. A request for review must be made in no more than 40 working days from the date of your this email.

Should you remain dissatisfied with the outcome you have a right under s50 of the Freedom of Information Act to appeal against the decision by contacting the Information Commissioner, Wycliffe House, Water Lane, Wilmslow SK9 5AF.