

Hybrid Mail Contract

Decision Maker: Chief Executive

Service Area: Revenues and Benefits

Directorate: Resources

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Date of Decision:

1. Power to make the decision

The decision is being taken under the authorisation contained in Section 9C – Delegations to Specific Officers of Part 3 (Responsibility for Functions) of the Council Constitution for the Chief Executive to take any emergency decisions in respect of the Council's executive functions which cannot be delayed until the next Cabinet meeting.

2. Decision Sought

Award contract for Hybrid mail services, as recommended in the report.

3. Reason for urgency

Current contract ends on 30.6.26.

4. Risk(s) of not taking the decision

Council services using the contract will not be able to carry out their statutory duties.

5. Financial impact if decision is not taken forward

Current charges are 20% higher than the new contract.

6. Statutory Officer clearances

a. Section 151 Officer

Name Lee Walsh Director of Finance

Date

Comments

b. Monitoring Officer

Name Alan Evans (Deputy Monitoring Officer)

Date 18 June 2026

Comments

The exercise of emergency powers should be undertaken in consultation with the Leader or Deputy Leader of the Council. However, the Council has not yet appointed a Leader or Deputy Leader for the current municipal year, so it is not possible to consult them. In addition, there is no certainty about when a Leader or Deputy Leader will be appointed, as the Council has failed at two successive meetings to do so. For the reasons given in the report an urgent decision relating to the report is required and it cannot await the appointment of a Leader and Deputy Leader at some undetermined future date.