

Summary Details

Reference	49 E
Proposal	Printing for Revenues and Benefits
Theme	Stronger Council
Executive Team	Revenues and Benefits
Service Team	Customer Services
Proposal Description	<p>Since the closure of the internal print function there is a requirement to procure services for annual billing for Council Tax and Business Rates and Benefit notifications. The Council no longer has the capacity to deliver this exercise internally.</p> <p>Currently weekly billing is being fulfilled by Business Support using internal printers. As part of the annual billing procurement an option will be to incorporate the weekly printing within any external contract.</p> <p>It is however anticipated that an external contract may cost more than the internal function previously provided and a growth in revenue funding is provided for.</p>
Outcome Description	To deliver the printing of Council Tax, NNDR bills and Benefit notifications in a timely and efficient manner
Delivered From	February 2019
How Measured	Commencement of contract and production of bills and notices within specified timeframes and cost parameters.
Dependency Other Projects	
General / Housing / Mix / CSB / DDF	CSB

Revenue Implications

Cost / Income Item	2020/21 £	2021/22 £	Recurrent	Notes
Production of documents	14,000	14,000	Recurrent	Growth is anticipated as an external contract may be more costly.
Total	£14,000	£14,000		

Capital

Capital / Asset Sale Item	2020/21 £	2021/22 £		Notes
Total				

Capital Implications on Revenue

Capital / Asset Sale Item	2020/21 £	2021/22 £		Notes
Total				

Decision Summary

Pre-meet 03/10/19	Passed, more detail required
Cabinet 31/10/19	
Cabinet 05/12/19	