

## **APPENDIX 13**

### **POLICY RESOURCES AND PERSONNEL – MARCH 2023**

#### **POSTAGE**

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##### **1.0 INTRODUCTION**

The Council has been reducing its outlay on postage for sometime with the major expense now arising from marketing and the postage of agendas. This report introduces an alternative approach to the provision of agendas to councillors.

##### **2.0 POSTAGE COSTS.**

The average cost of the postage for an agenda pack to each councillor is about £40 a month; £500 per annum.

##### **3.0 SERVING OF SUMMONS**

12 councillors currently receive summons by email as well as by post; 2 councillors receive summons by post only

##### **4.0 PROPOSED CHANGE**

It is proposed that an agenda pack will still be made available in hard copy to any councillor requesting one to be provided. Summons will still be posted to all councillors who do not use email and this would likely be by hand. Any councillor who has email will have an agenda pack available for collection from Gang Warily reception, or at the meeting.

##### **5.0 RECOMMENDATION**

It is recommended that the committee approves a 6 month trial of posting agenda packs to councillors who do not use email, and making an agenda pack available for collection from Gang Warily reception, or at the meeting, for those who receive summons by email.

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