

Brent Council
Record of Officer Key Decision



DECISION MAKER

Decision Maker: Director of Customer Access

Authority for Delegated Decision: (Cabinet Decision or Officer Scheme of Delegation - set out at, [Part 3 of the Constitution](#))

[Click here to enter text.](#)

DECISION

Decision Title: Collection and Delivery of Mail

Date of Decision: 12/10/21

Please confirm that this is a Key Decision?

Yes

If Yes, have the call-in provisions been dis-applied?

No - the 5 day call-in period must be observed before the decision can be implemented

Describe the decision taken: To approve the award of contract for Collection and Delivery of Mail

Members consulted: No member were consulted

Please detail any conflicts of interest declared by any members consulted.

N/A

If relevant, was a dispensation granted by the Chief Executive?

N/A

REPORT

Please confirm that:

a) you have submitted the mandatory report for publication; Yes ☒

b) the report sets out the reasons for the decision; Yes ☒

c) the report details any alternative options considered and rejected. Yes ☒

Is all or part of the report exempt from publication?

The report is: Open ☐ Part Exempt ☒ Fully Exempt ☐

If Part Exempt, what sections of the report are not for publication? [Click here to enter text.](#)

Reasons for Exemption:

The report contains:

☐ Confidential Information

☒ The following category of Information exempt from publication under the Schedule 12A of the Local Government Act 1972, namely paragraph: 3 - relating to the financial or business affairs of any particular person (including the authority)

List any relevant background papers: N/A

Operational Director Customer Access

Printed Name: Thomas Cattermole

Signature: Thomas Cattermole

