

**NORTH LINCOLNSHIRE COUNCIL  
OFFICER DECISION NOTICE AND RECORD  
(PUBLISHED)**

**1. DECISION TAKEN**

To amend and update the Council's Constitution arising from changes authorised at the meeting of full council on 24 September 2019 together with in year changes to Directors' operational responsibilities.

|  |  |               |   |                      |     |
|--|--|---------------|---|----------------------|-----|
| EXECUTIVE  |  | NON-EXECUTIVE | √ | (Please tick either) |     |
| IS THIS A 'KEY DECISION' ? (see definition overleaf) |  |               |   | Yes                  | No√ |
| DOES THIS DECISION RELATE TO EXEMPT INFORMATION?     |  |               |   | Yes                  | No√ |
| EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)     |  |               |   |                      |     |

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|---|---|
| <b>2. OFFICER DECISION TAKER</b>  | <p><b>NAME</b> Will Bell</p> <p><b>POSITION/POST</b> Head of Legal and Democracy</p> <p><b>SIGNATURE</b> .....</p> <p><b>DATE</b> ..... 3.10.2019 .....</p>   |
| <b>3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)</b>  | <p>To amend and update the Council's Constitution arising from changes authorised at the meeting of full council on 24 September 2019 (as detailed below) together with in year changes to Directors' operational responsibilities.</p> <p>Agenda item 9: Revision to the Members' Code of Conduct<br/>         Agenda item 10: Revision to the Terms of Reference to the Appointment and Employment Committee and Appeals Committee<br/>         Agenda 12: Revision to the Council's Contract Procedure Rules</p> |
| <b>4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))</b>  | <p>These revisions are necessary to ensure the Constitution remains legislatively compliant and in accordance with best practice. No other options are appropriate.</p>   |
| <p><i>TO BE COMPLETED BELOW - ONLY WHEN A DELEGATED OFFICER DECISION REQUIRES PRIOR CONSULTATION WITH A MEMBER (LEADER OF THE COUNCIL, CABINET MEMBER/CHAIRMAN OF A COMMITTEE) IN ACCORDANCE WITH THE 'SCHEME OF DELEGATIONS TO OFFICERS' OR DECISION/MINUTE OF COUNCIL/COMMITTEE OR DECISION/MINUTE OF CABINET/CABINET MEMBER.</i></p> |   |
| <b>5. DECISION REQUIRED TO BE TAKEN IN CONSULTATION WITH RELEVANT MEMBER</b>  | <p><b>COUNCILLOR</b> .....</p> <p><b>POSITION</b> .....</p> <p><b>SIGNATURE</b> .....</p> <p><b>DATE</b> .....</p>  |
| <b>6. ANY CONFLICT OF INTEREST DECLARED BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT</b>   |   |

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|---|--|
| DELEGATED THE<br>DECISION TAKEN   |  |
| 7. WITH REFERENCE TO<br>6. ABOVE - HAS ANY<br>DISPENSATION BEEN<br>GRANTED TO THE<br>EXECUTIVE<br>(CABINET) MEMBER?<br>(ONLY APPLIES TO<br>EXECUTIVE) |  |

**PLEASE REMEMBER TO ATTACH ANY ACCOMPANYING REPORT.**

**WHEN COMPLETE, PLEASE SEND TO HEAD OF DEMOCRATIC SERVICES, CIVIC CENTRE,  
SCUNTHORPE FOR PUBLISHING.**

**(The definitions of a key decision are when an executive decision is likely -**

**(i) to result in the Council incurring expenditure or the making of savings (including the receipt or loss of income) over £350,000 in any one financial year; or**

**(ii) to be significant in terms of its effect on communities living or working in an area comprising two or more wards or electoral divisions in the area of the local authority).**