


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

<b>1. DECISION TAKEN</b>			
To approve the proposed structure for the Finance Servicedesk and the withdrawal of the cash desk from the Civic Centre.			
<b>EXECUTIVE</b>		<b>NON-EXECUTIVE</b>	<b>(Please tick either)</b>
<b>IS THIS A 'KEY DECISION' ? (see definition overleaf)</b>			Yes    No
<b>DOES THIS DECISION RELATE TO EXEMPT INFORMATION?</b>			Yes    No
<b>EXEMPT PARAGRAPH REFERENCE (NOT TO BE PUBLISHED)</b>			<b>Section 3</b>

<b>2. OFFICER DECISION TAKER</b>	<b>NAME</b> Becky McIntyre  <b>POSITION/POST</b> Director of Governance and Partnerships.    <b>SIGNATURE</b>  <b>DATE</b> 11 October 2018
<b>3. REASONS FOR THE DECISION (Please ref to any report/minute/background documents attached)</b>	<p>Changes to the way customer pay for council tax and council services through a variety of ways, including direct debits and use of community pay points has significantly reduced the need to a dedicated council cash payment facility. The proposal will ensure the most efficient use of resources for income collection and management, which embraces modern ways of working.</p> <p>Exempt report provides details</p>
<b>4. ALTERNATIVE OPTIONS CONSIDERED AND REJECTED (BY DECISION TAKER(S))</b>	Retaining existing structure would not provide an efficient, progressive service and not be best value for money.
<p><i>TO BE COMPLETED BELOW - <b>ONLY</b> 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>	<b>COUNCILLOR</b> Cllr Julie Reed  <b>POSITION</b> Cabinet Member Finance and Governance   Briefed 8 <sup>th</sup> October 2018
<b>6. ANY CONFLICT OF INTEREST DECLARED</b>	

<p>BY ANY EXECUTIVE (CABINET) MEMBER (S) CONSULTED, WHICH RELATES TO THE DECISION, OR (NON-EXECUTIVE) – ANY MEMBER OF THE COMMITTEE THAT DELEGATED THE DECISION TAKEN</p>	
<p>7. WITH REFERENCE TO 6. ABOVE - HAS ANY DISPENSATION BEEN GRANTED TO THE EXECUTIVE (CABINET) MEMBER? (ONLY APPLIES TO EXECUTIVE)</p>	

**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).