

EAST LINDSEY DISTRICT COUNCIL EXECUTIVE DECISION NOTICE

1. Decision to be taken: Produce and circulate a booklet to every household in East Lindsey providing a range of links, guidance and advice to support residents during the Covid-19 lock down period and beyond. The leaflet also promotes a newly developed website.

2. This is a:

PORTFOLIO HOLDER SUPPORTED OFFICER DECISION

Note: This form should not be used for Key Decisions

3. The following is the decision making body or person:

OFFICER - Alison Penn after consultation with Cllr Craig Leyland and Robert Barlow

Financial implications from this decision have been communicated to the Portfolio Holder for Finance and the Leader? ___Yes_____

5. The decision was taken on:

___24.04.20_____

Note: - the above date to be completed by Democratic Services upon publication

6. Contact Officer and details: Alison Penn, Director of Communities

7. List of documents submitted for consideration in relation to the matter in respect of which the decision is to be made :

None. Leaflet to be circulated District wide. Councillors notified.

8. Where the documents are held and where they can be obtained from (except exempt items) when they become available:

N/A

9. The reason for the decision and other alternative options considered and rejected:

We have shared large amounts of information with residents through many routes during the current pandemic. However, we are aware that many require communication through more traditional routes, and a physical booklet has a level of longevity that other methods of communication do not. This is in expectation of the need for the council to provide help and support over a potentially extended period.

10. Declaration of any conflicts of interest of the decision making body or the individual: N/A

Decision Notice Form (ExD2)

11. Provide a note of any subsequent dispensations granted by the Head of
Paid service: N/A

12. Financial Implications of this Decision:-

Estimated cost:- £31500

Funded from:- CPMT-1482

N.B. Please enter names below, signatures will be retained as a hard copy and will not be published therefore should be provided on page 3 of this form:

13. This decision has been signed off by:

Head of Paid Service/S151 Officer or person presiding

Adrian Sibley_____

Leader/Officer

Alison Penn_____

Portfolio Holder

CLlr Craig Leyland_____