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**EXECUTIVE DECISION RECORD**

<b>A1 Service Area</b>	Regeneration & Planning Policy
<b>A2 Title</b>	Waymarking Signage in Burton Town Centre
<b>A3 Decision Taken By</b>	Cabinet/ Leader/ Deputy Leader/ Chief Officer <i>(please delete as appropriate)</i>
<b>A4 Chief Officer</b>	Please print name: AOBRIEN Please sign name: 
<b>A5 Leader / Deputy Leader</b>	Please print name: GALLA Please sign name: 
<b>A6 Date of Decision</b>	[ 19 <sup>th</sup> November 2019 ]

**Confidentiality**

<b>A7 Is this Decision confidential by containing exempt information as described in Schedule 12A of the Local Government Act 1972?</b>	No
<b>A7.1 If yes, please state relevant paragraph from Schedule 12A LGA 1972.</b>	Paragraph [ ]

**Scrutiny**

<b>A8 Which Scrutiny Committee should this decision be submitted to?</b>	<i>(Please tick as appropriate)</i> ✓	
Scrutiny (Audit & Value for Money Council Services) Committee	<input type="checkbox"/>	
Scrutiny (Community Regeneration, Environment and Health and Well Being) Committee	<input checked="" type="checkbox"/>	

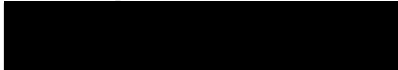
<b>B1</b> What is the Decision?	To approve the removal of existing waymarking signage in Burton Town Centre and installation of 8 new signs in line with CP CR12.
<b>B2</b> What are the reasons for the Decision?	<p>The approved Burton Regeneration Strategy established the need to improve wayfinding on Worthington Way, High Street and Washlands area: easy in and out of Burton.</p> <p>There are 6 existing signs on the Washlands that will be reviewed as part of the Washlands Enhancement project and so will not be considered by this decision.</p> <p>The removal of existing signage in the town centre will be carried out by the Council through its existing grounds maintenance works.</p> <p>Taking guidance from the Public Realm Improvement Plan and the Burton Regeneration Strategy it is proposed that 8 new signs are installed around Burton Town Centre in key locations.</p> <p>New signs have a unit cost of £2,500 per unit, which includes installation, which totals £20,000. The signs will be paid for from the Growth Point Revenue Reserve.</p> <p>We will be working with Staffordshire County Council in order to establish the most appropriate delivery process, which may involve the County delivering the works.</p>
<b>B3</b> What are the contributions to Corporate Priorities?	This relates to CR12
<b>B4</b> What are the Human Rights considerations?	There are no Human Rights issues arising from this decision.

### Financial Implications

<b>B5</b> What are the financial implications?	The main financial issues arising from this decision are as follows:
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Revenue	2019/20	2020/21	2021/22
N/A	-	-	-

<b>Capital</b>	<b>2019/20</b>	<b>2020/21</b>	<b>2021/22</b>
Purchase and installation of 8 waymarking signs	-	£20,000	-
Use of Growth Point Revenue Reserve	-	(£20,000)	-
Impact on MTFS	-	-	-

<p>The finance section has been approved by the following member of the Financial Management Unit:</p>	<p>Please print name:  <i>ANYA MURRAY</i></p> <p>Please sign name:  </p>
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### Policy Framework

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B6.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
<b>B6.2</b> Has it got the appropriate approvals under those provisions?	NA
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes
<b>B7.1</b> If No, does it fall within the urgency provisions (Part 3 of the Constitution)?	NA
<b>B7.2</b> Has it got the appropriate approvals under those provisions?	NA


### Equalities Implications

<b>B8</b> What are the Equalities implications:
<b>B8.1</b> Positive (Opportunities/Benefits):
<b>B8.2</b> Negative (Threats):
<b>B8.3</b> The subject of this decision is not a policy, strategy, function or service that is new or being revised.
<b>B8.4</b> [The equality impact assessment identified the following actions to be carried out:]

### Risk Assessment

<b>B9</b> What are the Risk Assessment implications:
<b>B9.1</b> Positive (Opportunities/Benefits): The opportunity to establish clearer routes in and out of town.
<b>B9.2</b> Negative (Threats):
<b>B9.3</b> The risks do not need to be entered in the Risk Register.

### Legal Considerations

<b>B10</b> What are the Legal Considerations:	
<b>B10.1</b> The main legal issues arising from this decision are as follows: It is expected that some of the locations of the new signs will be on land owned by Staffordshire County Council. Prior to delivery their approval will be sought.	
This section has been approved by the following member of the Legal Team:	Please print name: <i>ANGELA WAKEFIELD</i> Please sign name: 

## Sustainability Implications

<b>B11</b> What are the Sustainability implications:
<b>B11.1</b> The proposal would not result in an overall positive effect in terms of sustainability (including climate change and change adaptation measures). The positive/negative impacts are set out below (please refer to guidance notes).
<b>B11.2</b> Positive (Opportunities/Benefits):
<b>B11.3</b> Negative (Threats):

## Health & Safety Implications

<b>B12</b> What are the Health & Safety implications:
<b>B12.1</b> A Risk Assessment has not been carried out and entered into Safety Media for all significant hazards and risks because there are no significant hazards or risks arising from this decision.
<b>B12.2</b> [The significant hazards and risks have been identified in the Safety Media Risk Assessment numbered [ ]. Any financial implications to mitigate against these hazards and risks are considered above.]
<b>B12.3</b> [Control measures and an action plan have been identified for any significant hazards and risks identified in the risk assessment. The positive/negative impacts are set out below]
<b>B12.3.1</b> Positive (Benefits)
<b>B12.3.2</b> Negative (Threats)

## Key Decision

<b>B13</b> Is this a Key Decision?	No
<p><b>Note: A Key Executive Decision is one where:</b></p> <ol style="list-style-type: none"> <li>1. <b>REVENUE</b> – Any contract or proposal with an annual payment or saving of more than £100,000</li> <li>2. <b>CAPITAL</b> – Any capital project with a value in excess of £150,000</li> <li>3. <b>A decision which significantly affects communities living or working in an area comprising two or more wards.</b></li> </ol>	
<b>B13.1</b> If this is a Key Decision, is this an urgent decision such that a delay caused by use of the Call-in Procedure would <u>seriously</u> prejudice the public interest?	NA ( <i>please delete as appropriate</i> )
<b>B13.2</b> If yes, has the Mayor or in his/her absence the Deputy Mayor or in his/her absence the Chair of the relevant Scrutiny Committee agreed that the decision will be exempt from Call-in?	NA ( <i>please delete as appropriate</i> )

**NOTE: If this decision is subject to the Call-in Procedure it will come into force, and may then be implemented, on the expiry of 3 working days after publication – unless 10 Members of the Council call in the decision.**

Please send the original signed document to [andrea.davies@eaststaffsbc.gov.uk](mailto:andrea.davies@eaststaffsbc.gov.uk)