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completion by DS
officers

EXECUTIVE DECISION RECORD

A1 Service Area	Planning
A2 Title	Separation Distances and Amenity Supplementary Planning Document and Shopfronts Supplementary Planning Document
A3 Decision Taken By	Deputy Leader
A4 Chief Officer	Please print name: Sal Khan Please sign name: 
A5 Deputy Leader	Please print name: Cllr G Allen Please sign name: 
A6 Date of Decision	14 th October 2019

Confidentiality

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

Scrutiny

A8 Which Scrutiny Committee should this decision be submitted to?	(Please tick as appropriate) ✓
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"/>


B1 What is the Decision?	To adopt the amended Separation Distances and Amenity Supplementary Design Guide and to adopt the amended Shopfronts SPD. At the same time as adoption, the previous appendix of the adopted 2008 Design Guide relating to such matters will be revoked and replace with these two documents.
B2 What are the reasons for the Decision?	To adopt the SPDs following a 6 week period of consultation.
B3 What are the contributions to Corporate Priorities?	To meet Corporate Target CR09 which seeks to supplement the Borough Councils adopted Design Guide.
B4 What are the Human Rights considerations?	There are no Human Rights issues arising from this decision

Financial Implications

B5 What are the financial implications?	There are no financial issues arising from this decision.
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Revenue	2019/20	2020/21	2021/22
	0	0	0

Capital	2019/20	2020/21	2021/22
	0	0	0

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Anya Murray Please sign name: 
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Policy Framework

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

Equalities Implications

B8 What are the Equalities implications:
B8.1 Positive (Opportunities/Benefits):
B8.2 Negative (Threats):
B8.3 The subject of this Report is not a policy, strategy, function or service that is new or being revised. An equality and health impact assessment is not required.

Risk Assessment

B9 What are the Risk Assessment implications:
B9.1 Positive (Opportunities/Benefits): <ul style="list-style-type: none">• A well planned residential layout will improve the health and well-being of future occupiers.• Reduces the “grey area” present at the moment as there are no set standards for separation and amenity and as such this results in ambiguity and decision makers having to battle with developers to gain improved separation and amenity as there is no set distance for example.• The SPD takes into account level differences between buildings an area which the LPA has received several complaints this year and its application will help address this matter.• The SPD will also provide a useful tool of reference at pre application stage and gives developers greater clarification on the Councils requirements at the outset.• The guidance will improve the design of shop fronts across the Boroughs towns and local centres.
B9.2 Negative (Threats): <ul style="list-style-type: none">• Developers will oppose exacting standards.• The LPA will need to be consistent to ensure robustness.• The guide is not a statutory planning document.• Not all works to shopfronts require planning permission
B9.3 The risks do not need to be entered in the Risk Register. Any financial implications to mitigate against these risks are considered above.

Legal Considerations

B10 What are the Legal Considerations:

B10.1 The main legal issues arising from this decision are as follows:

There are no significant legal issues arising from this Report other than ensuring there has been due consideration of the representations received to the draft documents.

This section has been approved by the following member of the Legal Team:

Please print name: Angela Wakefield

Please sign name:

A black rectangular redaction box covering the signature of the legal team member.

Sustainability Implications

B11 What are the Sustainability implications:
B11.1 The proposal would 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:
B11.2 Positive (Opportunities/Benefits): The Design Guide encourages the re use of existing built fabric, which has a positive sustainability effect.
B11.3 Negative (Threats): None

Health & Safety Implications

B12 What are the Health & Safety implications:
B12.1 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.

Key Decision

B13 Is this a Key Decision?	Yes
Note: A Key Executive Decision is one where:	
<ol style="list-style-type: none"> 1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000 2. CAPITAL – Any capital project with a value in excess of £150,000 3. A decision which significantly affects communities living or working in an area comprising two or more wards. 	
B13.1 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?	No
B13.2 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

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

