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**EXECUTIVE DECISION RECORD**


<b>A1 Service Area</b>	Regulatory Services
<b>A2 Title</b>	Temporary road barriers within Coopers Square Car park
<b>A3 Decision Taken By</b>	Deputy Leader/ Chief Officer
<b>A4 Chief Officer</b>	Please print name: Mark Rizk  Please sign name: 
<b>A5 Leader / Deputy Leader</b>	Please print name: Cllr Greg Hall  Please sign name: 
<b>A6 Date of Decision</b>	14/8/17

**Confidentiality**

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

**Scrutiny**


<b>A8</b> 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 (Economic Growth, Communities and Health) Committee	<input checked="" type="checkbox"/>

<p><b>B1</b> What is the Decision?</p>	<p>Installation of temporary barriers to prevent conflicting traffic movements in Coopers Square car park. Vehicles entering the car park will be restricted to left turn only.</p> 
<p><b>B2</b> What are the reasons for the Decision?</p>	<p>This should improve traffic flow into the car park and forms part of the wider town centre regeneration plan</p>
<p><b>B3</b> What are the contributions to Corporate Priorities?</p>	<p>Promoting Local Economic Growth</p>
<p><b>B4</b> What are the Human Rights considerations ?</p>	<p>There are no Human Rights issues arising from this decision</p>

### Financial Implications

<p><b>B5</b> What are the financial implications?</p>	<p>The main financial issues arising from this decision are as follows:</p>
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Revenue	2017/18	2018/19	2019/20
Line marking, signage and tree planter relocation	£1,500		

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: ANYA MURRAY
	Please sign name 

**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)?	N/A
<b>B6.2</b> Has it got the appropriate approvals under those provisions?	N/A
<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)?	N/A
<b>B7.2</b> Has it got the appropriate approvals under those provisions?	N/A


**Equalities Implications**

<b>B8</b> What are the Equalities implications: N/A
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**Risk Assessment**

<b>B9</b> What are the Risk Assessment implications: see below
<b>B9.1</b> Positive (Opportunities/Benefits): Traffic flow into the car park will improve and therefore reduce traffic queues on nearby Union Street
<b>B9.2</b> Negative (Threats): Members of the public are familiar with the existing layout. Warning signs and line markings will be needed to denote the change of entrance/exit arrangements
<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: N/A	
<b>B10.1</b> There are no significant legal issues arising from this decision.	
This section has been approved by the following member of the Legal Team:	Please print name: Angela Wakefield
	Please sign name: 

**Sustainability Implications**

<b>B11</b> What are the Sustainability implications: N/A
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## Health & Safety Implications

<b>B12</b> What are the Health & Safety implications:
<b>B12.1</b> A Risk Assessment has been carried out and entered into Harriet for all significant hazards and risks.
<b>B12.2</b> The significant hazards and risks have been identified in the Harriett Risk Assessment numbered 00288. 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) Traffic flow should be improved reducing the risk of incidents in the car park.
<b>B12.3.2</b> Negative (Threats) Visitors entering/exiting the car park may be confused by the new arrangements. Signs-'no entrance/no exit' line marking, directional arrows are to be used to make users aware, along with a pre installation notice period.

## Key Decision

<b>B13</b> Is this a Key Decision?	No
<b>Note: A Key Executive Decision is one where:</b>	
<ol style="list-style-type: none"> <li>1. <b>REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000</b></li> <li>2. <b>CAPITAL – Any capital project with a value in excess of £150,000</b></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?	N/A
<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?	N/A

**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)

*The questions contained in this questionnaire are not to be altered in any way. If you have any queries regarding the contents of this document, please contact Andrea Davies Ext 1306 or refer to Part 3 Section 6 of the Constitution.*