

Please leave blank for completion by DS officers

**EXECUTIVE DECISION RECORD**

<b>A1 Service Area</b>	Cultural Services
<b>A2 Title</b>	Winter Hanging Baskets
<b>A3 Decision Taken By</b>	Deputy Leader
<b>A4 Chief Officer</b>	Please print name: Mark Rizk  Please sign name: 
<b>A5 Deputy Leader</b>	Please print name: Colin Whittaker  Please sign name: 
<b>A6 Date of Decision</b>	15 <sup>th</sup> August 2017 29 <sup>th</sup>

**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>	

**Scrutiny**

<b>A8 Which Scrutiny Committee should this decision be submitted to?</b>	(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>To purchase, install and maintain suitable winter plants from the Council's current suppliers for the new provision of winter hanging baskets.</p>
<p><b>B2</b> What are the reasons for the Decision?</p>	<p>As part of the Town Centre Regeneration Programme stakeholders have considered various options relating to the greening of the Town Centre. One of the suggested options is the implementation of an "all year" hanging basket provision. This has received 100% backing from stakeholders.</p> <p>Boverton Nurseries are the current providers of the Council's summer and winter bedding plants and summer hanging baskets, and have quoted a price of £27+vat for the cost of providing the plants for each hanging basket. There is an additional one-off cost of £6+vat for the wire baskets (which can be re-used for future years or for alternative uses). We intend to order 145 resulting in a total revenue cost to the Council of £4,785.00. This will be met from sponsorship income that has been generated in excess of the current Open Spaces budget.</p> <p>The installation and maintenance of the hanging baskets has been estimated at £2,285. This will be met from existing grounds maintenance budgets. However, following on from the success of the summer hanging baskets sponsorship scheme, the intention is to offer local businesses the opportunity to sponsor the winter hanging baskets which will subsequently cover any additional costs created by this.</p> <p>The intention is to have the winter hanging baskets on display between October 2017 and May 2018 therefore timing is critical. In order to be ready for winter 2017 the order of the plants needs to be made asap.</p>
<p><b>B3</b> What are the contributions to Corporate Priorities?</p>	<p>The proposed winter hanging baskets will provide attractive floral displays that will improve the impression of the town to both residents and workers, helping to create a cleaner, safer, healthier and happier environment in which our population live and work.</p>
<p><b>B4</b> What are the Human Rights considerations?</p>	<p>There are no Human Rights issues arising from this decision.</p>

**B9.1 Positive (Opportunities/Benefits):**

- The proposed winter hanging baskets will provide attractive floral displays that will improve the impression of the town to both residents and workers,
- The proposed winter hanging baskets will help to create a cleaner, safer, healthier and happier environment in which our population live and work.

**B9.2 Negative (Threats):**

- There may be a lack of interest from a sponsorship point of view
- Adverse weather conditions may impact on the condition of the plants

**B9.3** The risks do not need to be entered in the Risk Register.

**Legal Considerations**

**B10** What are the Legal Considerations:

**B10.1** 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 WAKKIFIELD

Please sign name:

**Sustainability Implications**

**B11** What are the Sustainability implications:

**B11.1** The proposal would not result in an overall positive effect in terms of sustainability.

**Health & Safety Implications**

**B12** What are the Health & Safety implications:

**B12.1** A Risk Assessment has not been carried out and entered into Harriet for all significant hazards and risks because the risk assessments are the responsibility of the Council's open spaces maintenance contractor idverde.

**Key Decision**

**B13** Is this a Key Decision?

No

### 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	2017/18	2018/19	2019/20
145 hanging basket plants x £27 (to be met from sponsorship income that has been generated in excess of the current Open Spaces budget)	£3,915		
145 wire hanging baskets x £6 (one off purchase as can be reused for future years and / or alternative use)	£870		
Installation and maintenance of the hanging baskets (To be met from the existing grounds maintenance budgets)	£2,285		

Capital	2017/18	2018/19	2019/20
n/a			

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

<b>B6</b> Is the Decision wholly in accordance with the Council's policy framework?	Yes
<b>B7</b> Is the Decision wholly in accordance with the Council's budget?	Yes

### Equalities Implications

<b>B8</b> What are the Equalities implications:
<b>B8.3</b> The subject of this decision is not a policy, strategy, function or service that is new or being revised. An equality impact assessment is not required.

### Risk Assessment

<b>B9</b> What are the Risk Assessment implications:
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**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)