



Please leave blank for completion by DS officers

**EXECUTIVE DECISION RECORD**

<b>A1 Service Area</b>	Planning
<b>A2 Title</b>	Tree Planting Guidance
<b>A3 Decision Taken By</b>	Deputy Leader
<b>A4 Chief Officer</b>	Please print name: Sal Khan  Please sign 
<b>A5 Deputy Leader</b>	Please print name: Gill Jones  Please 
<b>A6 Date of Decision</b>	18 <sup>th</sup> July 2018

**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"/>


<b>B1</b> What is the Decision?	To adopt the East Staffordshire Tree Planting Guidance
<b>B2</b> What are the reasons for the Decision?	A toolkit guide for designing, planting and management of public realm trees has been commissioned by Staffordshire County Council. The toolkit is aimed at developers and public bodies. The toolkit has been prepared as a direct response to the 'I-Tree Survey' carried out in 2016/2017. This document is currently in draft, due to be finalised by the end of July. The timescale for the document has been delayed from the original timescale, which was the end of March. The toolkit provides a concise source of guidance which doesn't currently exist at a County or Borough level, however given common issues experienced through the planning application process, there is now also an opportunity to incorporate additional information, which would make it more specific to the Borough. Therefore an East Staffordshire Tree Planting Guidance has also been prepared, taking many elements of the Staffordshire Toolkit along with including additional tree information relevant for local planning authorities.
<b>B3</b> What are the contributions to Corporate Priorities?	The preparation of a planting strategy contributes towards protecting and strengthening communities. The Corporate Plan also contains target PSC26 which is to devise a Borough Wide Planting Guidance by June 2018.
<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?	
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<b>Revenue</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Potential for some specific schemes e.g. streetwear/open spaces	Assessed individually as appropriate		

<b>Capital</b>	<b>2018/19</b>	<b>2019/20</b>	<b>2020/21</b>
Potential for some specific schemes e.g. streetwear/spaces	Assessed individually as appropriate		

The finance section has been approved by the following member of the Financial Management Unit:	Please print name: Anya Murray <p style="text-align: center;">ANYA MURRAY</p> Please 
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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?	
<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?	

## Equalities Implications

**B8** What are the Equalities implications:

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):

Adopting the Planting Toolkit will contribute towards meeting one of the aims of the tree management strategy and contribute towards making decisions on planning applications within statutory timescales

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

Not adopting the toolkit will mean there is no local guidance available for applicants or decision makers on specific public realm projects or planning applications

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

## Legal Considerations

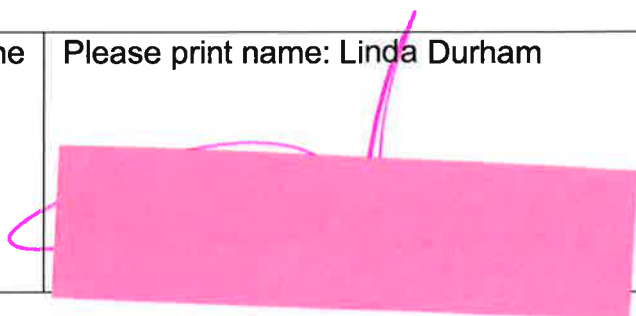
**B10** What are the Legal Considerations:

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

There are no significant legal issues arising from this decision.

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

Please print name: Linda Durham



## **Sustainability Implications**

**B11** What are the Sustainability implications:

**B11.1** The I-tree study recognises the significant environmental benefits of tree coverage across Burton

## **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 there are no significant hazards or risks arising from this decision.

## 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><b>1. REVENUE – Any contract or proposal with an annual payment or saving of more than £100,000</b></li> <li><b>2. CAPITAL – Any capital project with a value in excess of £150,000</b></li> <li><b>3. 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?	Yes/No/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?	Yes/No/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)