

## DECISION PLANNER (incorporating the forward plan)

AS AT 17<sup>th</sup> May 2012

COVERING PERIOD: 17<sup>th</sup> May 2012 to 30<sup>th</sup> September 2012

This Planner shows the decisions that Braintree District Council expects to take in the next four months. We are only required to publish key decisions but have included other types of decision that may be made as we are committed to being open and transparent about the business we conduct on behalf of local taxpayers.

The decisions are listed in date order and relates to decisions expected to be taken by Council, Cabinet, Cabinet Members and Committees. It is important to note that the Planner is continually updated so there may be changes made between publication dates. Further information about these decisions can be found in the Agenda for the meeting or by contacting Member Services on 01376 552525.

### Useful Information:

A key decision is a decision made or to be made by a decision maker in connection with the discharge of a function which is the responsibility of the Cabinet and which is likely:-

**(Financial Test)** To result in the Council incurring expenditure which is, or the making of savings which are financially significant having regard to the Council's budget for the service or function to which the decision relates. Decisions will be regarded as "financially significant" as follows:-

- In the case of capital expenditure or savings, if the sum is within the range of £100,001 to £250,000.
- In the case of revenue expenditure or savings, if the sum is within the range of £50,001 to £100,000.

Or

**(Communities Test)** To be significant in terms of its effect on one or more communities living or working in the District.

Key decisions are taken by the Cabinet but are open to scrutiny by other Members of the Council using a process known as call-in. The rules for call-in can be found at [www.braintree.gov.uk](http://www.braintree.gov.uk). The aim of this document is to help people to understand what decisions the Council is planning to take and who will be making that decision.

**Decisions to be taken by Council, Cabinet and Committees**

Title & Description of Decision	Type of Decision			Decision Maker	Proposed Date of Decision	Consultation & Background Papers	Member Sponsor	Contact Officer
	Key	Council	Non-Key					
<b>Code of Conduct</b> – To adopt the draft Code of Conduct and authority be delegated to the Monitoring Officer to amend the draft Code of Conduct when Regulations are received.		*		Council	11 <sup>th</sup> June 2012	Report and Minutes of the LGR Cabinet Sub-Grp 9/2/12 & DDG 2/5/12	Cllr Butland	Brian Keane/ Emma Wisbey
<b>Annual Report</b> – To receive the Annual Report summarising the Council's performance for 2011/12 including the Quarter 4 Performance for 2011/2012.		*		Cabinet Council	16 <sup>th</sup> July 2012 30 <sup>th</sup> July 2012	Annual Report  Full Quarterly Performance Management Report	Cllr Butland	Cherie Root
<b>Community Budgeting</b> – To receive information on Community Budgeting			*	Cabinet	16 <sup>th</sup> July 2012	-----	Cllr Beavis	Allan Reid
<b>Braintree District Strategic Tenancy Policy</b> - To adopt a new Tenancy Policy as required by the Localism Act.	*			Cabinet	16 <sup>th</sup> July 2012	-----	Cllr Lady Newton	Tim Lucas
<b>Disabled facilities Grants (DFGs)</b> – To increase the existing capital budget for DFGs in 2012/13 by bringing forward the capital allocation in 2014/15; this will ensure the current waiting list is reduced; also to set new service standards (in line with national standards) for time taken to complete DFGs requests.	*			Cabinet	16 <sup>th</sup> July 2012	-----	Cllr Schmitt	Lee Crabb

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	Key	Council	Non-Key					
<b>New Housing Allocations Policy</b> –To adopt a new Allocation Policy that meets the requirements of new legislation.	*			Cabinet	16 <sup>th</sup> July 2012	-----	Cllr Lady Newton	Tim Lucas
<b>Statement of Accounts</b> – To receive the Statement of Accounts for 2011/12.		*		Cabinet Council	16 <sup>th</sup> July 2012 30 <sup>th</sup> July 2012	Statement of Accounts	Cllr Siddall	Trevor Wilson
<b>Strategic Risk Management</b> - To agree the updated schedule of strategic risks.			*	Cabinet	16 <sup>th</sup> July 2012	Risk Policy, Strategy and Implementation Plan – Council 19/4/2006	Cllr Siddall	Trevor Wilson
<b>Town Centre Regeneration</b> - To receive an update on the Town Centre Regeneration projects.	*			Cabinet	16 <sup>th</sup> July 2012	-----	Cllr Lady Newton	Jon Hayden
<b>Transport and Access to health Services across the District – Recommendations from the Overview and Scrutiny Committee</b> - To respond to the Overview and Scrutiny Committee’s recommendations from its scrutiny to improve transport and access to health services.			*	Cabinet	16 <sup>th</sup> July 2012	Report and Minutes of Overview and Scrutiny Committee of 25/1/12  Report & Minutes of Council 16/4/12 and Cabinet 9/5/12	Cllr Bebb	Nicola Beach

Title & Description of Decision	Type of Decision			Decision Maker	Proposed Date of Decision	Consultation & Background Papers	Member Sponsor	Contact Officer
	Key	Council	Non-Key					
<b>Welfare Reform – Localised Council Tax Support Scheme</b> - To receive details of the requirement for the Council to adopt a localised council tax support scheme following the Government's decision to end the national council tax benefit scheme on 31st March 2013. To receive detail of and consider the options available for the initial draft of the local scheme.		*		Cabinet	16 <sup>th</sup> July 2012	Welfare Reform Act 2012	Cllr Siddall	Trevor Wilson
<b>Witham Leisure Centre</b> - To award the design and build contract for the construction of the new leisure centre.	*			Cabinet	16 <sup>th</sup> July 2012	Report and Minutes of Cabinet of 9/6/11	Cllr Beavis	Nicola Beach/ Matt Mills
<b>Quarter 1 Performance Report</b> – to receive and endorse the performance report for the first quarter of 2012/2013.			*	Cabinet	24 <sup>th</sup> September 2012	Quarter One Performance Report	Cllr Siddall	Cherie Root

**Decisions to be taken by Cabinet Member under delegated powers**

<b>Title &amp; Description of Decision</b>	<b>Cabinet Member</b>	<b>Corporate Priority</b>	<b>Proposed Date of Decision</b>	<b>Consultation &amp; Background Papers</b>	<b>Contact Officer</b>
<b>Witham Town Park</b> – To allocate land between 38 and 50 Maldon Road, Witham as public open space.	Cllr Schmitt	Place	TBC	Witham Local Committee 26/2/08 approval of the master plan for Witham Town Park. Draft Site Allocations Development Plan Document. minutes of LDF Panel 22/2/2012	Jenny Claydon