

DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
As of 28th January 2022
COVERING PERIOD: 1st March 2022 – 31st May 2022

This Decision Planner shows the decisions that Braintree District Council expects to take in the next Three months.

Braintree District Council are only required to publish Key Decisions to be taken in accordance Regulation 9 of the Local Authorities (Executive Arrangements) (Meetings and Access to Information) (England) Regulations 2012 but have included other types of decision that may be made as the Council is committed to being open and transparent about the business it conducts. The Decision Planner also gives Notices pursuant to Regulation 5 where a decision may be taken in private.

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 Governance and Members Team at governance@braintree.gov.uk

Key Decisions:

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 to either:-

1. Result in the Council incurring **expenditure** or making a **saving** which are in excess of £150,000 (Financial Test) or
2. To be significant in its effect on Communities living or working in an area comprising of **two or more Wards** (Communities Test)

Key decisions 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 in the Council’s Constitution which is published on braintree.gov.uk

Ref No.	Title & Description of Decision	Type of Decision			Decision Maker	Proposed Date of Decision	Consultation & Background Papers	Member Sponsor	Contact Officer	Decision Expected to be Taken in Private?
		Key	Council	Non-Key						
DP/2021/35	Third Quarter Performance Report 2021/22 – To inform Cabinet on the performance of the Council			*	Cabinet	14 th March 2022	Third Quarter Performance Management Report 2021/22	Cllr J McKee	Tracey Headford	No
DP/2021/44	Open Spaces Action Plan 2022/23 – To approve the latest version of the Open Spaces Action Plan			*	Cabinet	14 th March 2022	Open Spaces Action Plan 2021/22 List of changes	Cllr Mrs G Spray	Alan Massow	No
DP/2021/49	To approve the protocol for the use of Drones in and over public open space in the Braintree District – to clarify in what circumstances the Council will permit the use of drones in and over public open space in the Braintree District	*			Cabinet	14 th March 2022	TBA	Cllr Mrs W Schmitt / Cllr Bowers	Paul Partridge	No
DP/2021/50	Street Sweepings Arisings Contract – to approve the new Street Sweeping Arisings Contract	*			Cabinet	14 th March 2022	TBA	Cllr Mrs W Schmitt	Samir Pandya	No

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		Key	Council	Non-Key						
DP/2021/41	Approval for spend on Witham and Halstead town centre projects	*			Cabinet	14 th March 2022	Technical reports on works proposed	Cllr T Cunningham	Nicola Murphy	No
DP/2021/40	Pedestrianisation and Public Realm Improvement Scheme – Braintree District Council – to consider the final project position in relation to the pedestrianisation and public realm project			*	Cabinet	14 th March 2022	Previous Cabinet papers and project reports	Cllr T Cunningham	Dominic Collins / Emma Goodings	Yes
DP/2022/3	Server and infrastructure upgrade	*			Cabinet	14 th March 2022		Cllr J McKee	Cherie Root	No
DP/2022/4	Contract Award for NEEB Skills Programme	*			Cabinet	14 th March 2022		Cllr T Cunningham	Dominic Collins	No
DP/2021/42	Approval of the Kelvedon Neighbourhood Plan		*		Council	28 th March 2022	Kelvedon Neighbourhood Plan Adoption Statement Inspectors Report	Cllr Mrs G Spray	Alan Massow	No

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		Key	Council	Non-Key						
DP/2021/48	Approval for the introduction of the Planning Members Forum		*		Council	28 th March 2022	Council report December 2020	Cllr Mrs G Spray	Christopher Paggi	No
DP/2021/47	Local Plan Section 2 Adoption – Approval and adoption of the Plan following the examination of the Local Plan Section 2		*		Council	28 th March 2022	Local Plan Section 2 as amended by Inspector Draft Local Plan 2017 Inspectors decision letter Sustainability Appraisal Habitats Regulation Assessment	Cllr Mrs G Spray	Emma Goodings	No
DP/2021/51	To Elect a Chairman and Vice Chairman of the Council – To elect a Chairman and Vice Chairman of the Council for the Civic Year 2022/23		*		AGM	25 th April 2022			Kim Cole	No

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		Key	Council	Non-Key						
DP/2021/52	Leader of the Council – To note that Councillor Graham Butland is the Leader of the Council as appointed at the Council's AGM on 21 st May 2019 for a four year term of Office		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/53	Leader's Announcements – To receive notice from the Leader of the Council: <ul style="list-style-type: none"> • The names and Portfolio Areas of the Members of Cabinet; • The Leader's Scheme of Delegation for 2022/23; • Appointment to Sub-Committees, Working Groups and Member Reference Group of Cabinet 		*		AGM	25 th April 2022	Minutes of Council – 19 th April 2021	Cllr G Butland	Kim Cole	No

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		Key	Council	Non-Key						
DP/2021/54	Appointments to Committees of Council		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/55	Council Appointments to Outside Bodies for the Civil Year of 2022/23		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/56	Annual Timetable of Meetings 2022/23		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/57	Members Allowance Scheme 2022-2023		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/58	Constitution Update		*		AGM	25 th April 2022		Cllr G Butland	Kim Cole	No
DP/2021/45	Waste Supplementary Planning Document – To approve a new policy on waste			*	Cabinet	16th May 2022	None	Cllr Mrs G Spray	Alex Evans / Neil Jones	No

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DP/2022/1	Award of Tender for Verge Cutting Contract			*	Cabinet	16th May 2022	None	Cllr R van Dulken	Samir Pandya	Yes
DP/2021/43	Plan for Growth 2022 – 2027 – Approve the Council's new economic strategy for the Braintree District			*	Cabinet	16 th May 2022	Evidence gathered through the preparation of the Plan for Growth	Cllr T Cunningham	Emma Goodings / Danielle Putt	No
dp/2022/2	Climate change action plan measures		*	*	Cabinet Council	16 th May 2022 6 th June 2022		Cllr Mrs W Schmitt	Cherie Root	No
DP/2021/11	Strategic Investment Proposal		*		Council	TBC	Valuation report	Cllr K Bowers	Dominic Collins/ Aidan Kelly	Yes

DECISIONS TO BE TAKEN BY CABINET MEMBERS UNDER DELEGATED POWERS

Title and Description of Decision	Cabinet Member	Corporate Priority/Vision/Outcome	Proposed date of decision	Consultation and Background papers	Contact Officer
Grounds Maintenance Contracts with Schools – to approve 2022/23 charges for Grounds Maintenance Contracts for Schools	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Supporting our communities	28 th February 2022	Financial Modelling and Options Summary	Samir Pandya
Commercial Waste Collection Charges – to approve the 2022/23 Commercial Waste Charges	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Delivering and innovating	28 th February 2022	Finance Modelling and Options	Samir Pandya
Feering Neighbourhood Plan Regulation 16 Consultation Response	Cllr Mrs G Spray, Cabinet Member for Planning and Infrastructure	Connecting people and places	31 st March 2022	The Feering Neighbourhood Plan Regulation 16 Consultation	Alan Massow

**NOTICE OF INTENTION TO HOLD A MEETING IN PRIVATE:
NOTICE UNDER REGULATION 5(2)**

Braintree District Council is required to give 28 clear days' notice of its intention to hold a meeting of an executive decision making body in private. Notice is given that it intends to hold the following Cabinet meeting or part of that meeting in private:

ITEM	DATE OF MEETING (at least 28 clear days after the start of the Notice period)	DATE NOTICE PUBLISHED	REASONS FOR THE MEETING TO BE HELD IN PRIVATE
Pedestrianisation and Public Realm Improvement Scheme – Braintree District Council (Ref. DP/2021/40)	14th March 2022	1st December 2021	It is proposed that Cabinet will resolve under Section 100A(4) of the Local Government Act 1972 and the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public from the meeting for this item of business as it involves the likely disclosure of exempt information as defined in Para 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (financial/business affairs of a particular person, including the authority holding information).
Award of Tender for Verge Cutting Contract (Ref. DP/2022/1)	16th May 2022	31 st January 2022	It is proposed that Cabinet will resolve under Section 100A(4) of the Local Government Act 1972 and the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public from the meeting for this item of business as it involves the likely disclosure of exempt information as defined in Para 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (financial/business affairs of a particular person, including the authority holding information).

Strategic Investment Proposal (Ref. DP/2021/11)	Council – TBC	30th April 2021	It is proposed that Council will resolve under Section 100A(4) of the Local Government Act 1972 and the Local Authorities (Executive Arrangements) (Access to Information) (England) Regulations 2000 (as amended) to exclude the public from the meeting for this item of business as it involves the likely disclosure of exempt information as defined in Para 3 of Part 1 of Schedule 12A to the Local Government Act 1972 (financial/business affairs of a particular person, including the authority holding information).
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If a member of the public wishes to make representations about why this meeting(s) should be held in public they should be sent no later than 5 working days before the meeting addressed to: Kim Cole, Head of Governance, Braintree District Council, Causeway House, Bocking End, Braintree, Essex, CM7 9HB. Email: - kim.cole@braintree.gov.uk or governance@braintree.gov.uk