

WORKING COPY DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
As of 2nd August 2022
COVERING PERIOD: 1st September 2022 – 30th November 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/2022/23	Medium-Term Financial Strategy 2022/23 to 2025/26 – To agree the budget process for 2023/24 and receive an initial update on the Medium-Term Financial Strategy			*	Cabinet	12th September 2022		Cllr J McKee	Phil Myers	No
DP/2022/28	Eastlight Community Trust – presentation to Cabinet – to receive a presentation on the progress made and development of merger over the last 12 months			*	Cabinet	12th September 2022		Cllr K Bowers	Caroline Elias-Stephenson	No
DP/2022/39	Payroll System – Renew of Contract	*			Cabinet	12th September 2022		Cllr J McKee	Phil Myers	Yes

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		Key	Council	Non-Key						
DP/2022/43	Fusion Grounds Maintenance Contract 2022-2027 - to enter into a new contract with Fusion Lifestyle to provide grounds maintenance at the leisure centres for a five-year period	*			Cabinet	12th September 2022	Fusion Lifestyle draft contract Costing timesheet to show contract cost and profitability	Cllr R van Dulken	Jenny Beck	Yes
DP/2022/42	Appointment to Outside Bodies – Appoint a Member to the Citizens Advice Bureau			*	Cabinet	12th September 2022		Cllr G Butland	Emma Wisbey	No
DP/2021/40	Braintree Town Centre Public Realm Improvement Scheme and Maintenance Programme – to consider the final project position in relation to the pedestrianisation and public realm project		*	*	Cabinet Council	12th September 2022 10th October	Previous Cabinet papers and project reports	Cllr T Cunningham	Dominic Collins / Emma Goodings	Yes

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		Key	Council	Non-Key						
DP/2022/30	Enforcement Procedures at Braintree District Council - to receive and respond to the Scrutiny Report		*	*	Cabinet Council	12th September 2022 10 th October	Enforcement Procedures at Braintree District Council - Partnership Development Scrutiny Committee Report	Cllr Mrs W Schmitt	Josie Falco	No
DP/2022/31	Cycling and Walking in the Braintree District - to receive and respond to the Scrutiny Report		*	*	Cabinet Council	12th September 2022 10th October	Cycling and Walking in the Braintree District - Community Development Scrutiny Committee Report	Cllr F Ricci	Louise Flavell	No
DP/2022/32	Commercialisation at Braintree District Council - to receive and respond to the Scrutiny Report		*	*	Cabinet Council	12th September 2022 10th October	Commercialisation at Braintree District Council - Performance Management Scrutiny Committee Report	Cllr R van Dulken	Suzanne Bennett	No
DP/2022/34	Bouncing Back Together - Review			*	Cabinet	10th October 2022		Cllr G Butland	Tracey Headford	No

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		Key	Council	Non-Key						
DP/2022/14	First Quarter Performance Report 2022/23 – To inform Cabinet on the performance of the Council			*	Cabinet	10th October 2022	First Quarter Performance Management Report 2022/23	Cllr J McKee	Tracey Headford	No
DP/2021/11	Strategic Investment Proposal	*	*		Cabinet Council	10th October 2022 10th October 2022	Economic Development Consultants	Cllr K Bowers	Dominic Collins/ Aidan Kelly	Yes
DP/2022/29	Braintree Cycling Strategy and Draft Cycling Strategy Implementation Plan – one year report		*		Council	10th October 2022		Cllr F Ricci	Dominic Collins	No
DP/2022/38	Treasury Management Annual Report 2021/22 – to receive the Treasury Management Annual Report 2021/22		*		Council	10th October 2022		Cllr J McKee	Mark Jarvis	No
DP/2022/41	To receive the response of the Combined Scrutiny Committee into the Cost of Living Crisis		*		Council	10th October 2022	Report and Minutes of Full Council – 20 th June 2022 Cost of Living Crisis – Combined Scrutiny Committee Report	Cllr Mrs M Cunningham/ Cllr Mrs D Garrod	Suzanne Bennett	No

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		Key	Council	Non-Key						
DP/2022/15	Second Quarter Performance Report 2022/23 – To inform Cabinet on the performance of the Council			*	Cabinet	28th November 2022	Second Quarter Performance Management Report 2022/23	Cllr J McKee	Tracey Headford	No
DP/2022/24	Medium-Term Financial Strategy 2023/24 to 2026/27 – To consider initial Capital and Revenue budget proposals and agree consultation			*	Cabinet	28th November 2022		Cllr J McKee	Phil Myers	No
DP/2022/30	Fusion Lifestyle – presentation to Cabinet – relating to progress made on contract commitments			*	Cabinet	28th November 2022		Cllr P Tattersley	Caroline Elias-Stephenson	No
DP/2022/35	Review of the Council's Enforcement Policy	*			Cabinet	28th November 2022		Cllr Mrs W Schmitt	Josie Falco	No
DP/2022/36	Economic Strategy – To agree a 5 year economic plan strategy			*	Cabinet	28th November 2022		Cllr T Cunningham	Danielle Putt	No

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		Key	Council	Non-Key						
DP/2022/37	Horizon 120 – Additional land – authority to either exercise or assign an option to acquire land subject to planning permission	*			Cabinet	28th November 2022	TBC	Cllr K Bowers	Aidan Kelly	Yes
DP/2022/33	Award of a new 3-year contract for the supply of tyres	*			Cabinet	28th November 2022		Cllr R van Dulken	Steve Wilson	No
DP/2022/31	Housing Strategy	*			Cabinet	28th November 2022	TBC	Cllr K Bowers	Caroline Elias-Stephenson	No

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
To approve procurement and delivery of an open space improvement project at Rose Hill, Braintree	Cllr Mrs W Schmitt	Enhancing our Environment	31st October 2022	None	Nicola Murphy
To consider the procurement of contractors to undertake improvements to open space in the vicinity of Mill Park Drive, Braintree	Cllr Mrs W Schmitt	Enhancing our Environment	24th March 2023	None	Nicola Murphy

**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
Payroll System – Renew of Contract (Ref. DP/2022/39)	Cabinet – 12th September 2022	1st July 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).
Fusion Grounds Maintenance Contract 2022-2027 - to enter into a new contract with Fusion Lifestyle to provide grounds maintenance at the leisure centres for a five-year period (Ref. DP/2022/43)	Cabinet – 12th September 2022	2nd August 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).

Braintree Town Centre Public Realm Improvement Scheme and Maintenance Programme – to consider the final project position in relation to the pedestrianisation and public realm project (Ref. DP/2022/40)	Cabinet – 12th September 2022 Council – 10 th October 2022	2nd August 2022	It is proposed that Cabinet and 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).
Strategic Investment Proposal (Ref. DP/2021/11)	Cabinet - 10th October 2022 Council – 10th October 2022	30th April 2021	It is proposed that Cabinet and 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).
Horizon 120 – Additional land – authority to either exercise or assign an option to acquire land subject to planning permission	Cabinet – 28th November 2022	2nd August 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).

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