

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
AS OF 1ST OCTOBER 2020
COVERING PERIOD: 1ST NOVEMBER 2020 – 28TH FEBRUARY 2021**

This Decision Planner shows the decisions that Braintree District Council expects to take in the next Four 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 on 01376 552525.

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:-

(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 over £100,001.

In the case of revenue expenditure or savings, if the sum is over £50,001.

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 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

| 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 | | | | | | |
| Horizon 120 Enterprise Centre – Approval of the Business Case and Authority to enter into contract. | * | | | Cabinet | 21 st October 2020 | ----- | Cllr J McKee | Aidan Kelly | Yes |
| Changes to the Off-Street Parking Places Order 2019 – To approve the report as amended due to an error identified by officers since the Cabinet on 7 th September. | | | * | Cabinet | 21 st October 2020 | Current Off Street Parking Places Order | Cllr Mrs W Schmitt | Samir Pandya | No |
| Second Quarter Performance report 2020/21 – To inform Cabinet on the performance of the Council. | | | * | Cabinet | 23 rd November 2020 | Second Quarter Performance Management Report 2020/21 | Cllr D Bebb | Tracey Headford | No |
| Horizon 120 – review of Marshgate option agreement. | | | * | Cabinet | 23 rd November 2020 | ----- | Cllr J McKee | Aidan Kelly | Yes |
| Medium-Term Financial Strategy 2021/22 to 2024/25 – To consider initial Capital and Revenue budget proposals and agree consultation. | | | * | Council | 7 th December 2020 | Accountancy Estimate files 2021/22 | Cllr D Bebb | Trevor Wilson | No |

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|--|------------------|---------|---------|------------------------|--|------------------------------------|----------------|-----------------|---|
| | Key | Council | Non-Key | | | | | | |
| Scheme of Delegations: Planning – To agree to Scheme of Delegations relating to planning | | * | | Council | 7 th December 2020 | ----- | Cllr G Spray | Dominic Collins | No |
| Council Budget and Council Tax 2021/22 and Medium Term Financial Strategy 2021/22 to 2024/25 To agree proposed revenue and capital budgets for 2021/22; Council Tax for 2021/22; Fees and charges for 2021/22; and the Capital Strategy (including the Treasury Strategy and Investment Policy) for 2021/22 | | * | * | Cabinet Council | 10 th February 2021 17 th February 2021 | Accountancy Estimate files 2021/22 | Cllr D Bebb | Trevor Wilson | No |
| Constitution – To agree the Council’s revised Constitution | | * | | Council | 29 th March 2020 | ----- | Cllr D Bebb | Kim Cole | 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 |
|--|-----------------------|--|----------------------------------|---|------------------------|
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**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 |
|---|--|--------------------------------|---|
| Horizon 120 – review of Marshgate option agreement | Cabinet 23 rd November 2020 | 1 st September 2020 | 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 Para3 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. Tel 01376 552525 Email: - kim.cole@braintree.gov.uk or governance@braintree.gov.uk