

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)  
AS OF 30<sup>th</sup> APRIL 2021  
COVERING PERIOD: 1st May 2021 – 31<sup>ST</sup> AUGUST 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 at [governance@braintree.gov.uk](mailto: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](http://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/2021/1	<b>Cabinet Appointments to Sub-Committee</b> – To appointment Members to Sub-Committees of Cabinet.			*	Cabinet	17 <sup>th</sup> May 2021	-----	Cllr G Butland	Kim Cole	No
DP/2021/2	<b>Cabinet Appointments to outside bodies</b> – To note appointments (4 year appointments 2019/23) and to agree any amendments			*	Cabinet	17 <sup>th</sup> May 2021	Cabinet Minutes for Cabinet – 8th July 2019	Cllr G Butland	Kim Cole	No
DP/2021/3	<b>Mental Health Champion</b> – To appoint Councillors Mrs Garrord and Hensman as Mental Health Champion for Elected Members			*	Cabinet	17 <sup>th</sup> May 2021	-----	Cllr P Tattersley	Cherie Root	No
DP/2021/4	<b>Open Spaces Action Plan 2021</b> – To approve the Open Spaces Action Plan 2021			*	Cabinet	17 <sup>th</sup> May 2021	Open Spaces Action Plan 2021	Cllr G Spray	Alex Evans	No

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		Key	Council	Non-Key						
DP/2021/5	<b>Climate Change Strategy and Cycling Strategy Engagement and Approach</b> – To agree increase to the engagement process.			*	Cabinet	17 <sup>th</sup> May 2021	Draft Climate Change Strategy and Draft Cycling Strategy	Cllr W Schmitt & Cllr F Ricci	Cherie Root	No
DP/2021/6	<b>Coggeshall Neighbourhood Plan Adoption</b> – To adopt the Coggeshall Parish Neighbourhood Plan.		*		Council	7th June 2021	Coggeshall Parish Neighbourhood Plan and associated documents and Referendum Decision.	Cllr G Spray	Alan Massow	No
DP/2021/7	<b>Cabinet’s response to the Scrutiny Review into Community Woodlands</b> – To receive the Cabinet’s response.		*		Council	7th June 2021	-----	Cllr Mrs W Schmitt	Dom Collins	No
DP/2021/8	<b>Cabinet’s response to the Scrutiny Review into Vaccinations in the Braintree District</b> - To receive the Cabinet’s response.		*		Council	7th June 2021		Cllr Tattersley	Cherie Root	No

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/2021/9	<b>Cabinet's response to the Scrutiny Review into Leisure Provision and access to sport in the Braintree District</b> - To receive the Cabinet's response.		*		Council	7th June 2021		Cllr Tattersley	Cherie Root	No
DP/2021/10	<b>Annual Report and Fourth Quarter Performance Management Report 2020/21</b> – To inform Cabinet of the performance of the Council			*	Cabinet	12th July 2021	Fourth Quarter Performance Management Report 2020/21	Cllr G Butland	Tracey Headford	No
DP/2021/11	<b>Strategic Investment Proposal</b>	*			Cabinet	12th July 2021	-----	Cllr J McKee	Dom Collins/ Aidan Kelly	Yes
DP/2021/12	<b>Sible Hedingham Medical Centre</b> – Approval to transfer the land to a Developer to deliver the medical centre.	*			Cabinet	12 <sup>th</sup> July 2021	Cabinet report 26th November 2018	Cllr J McKee	Aidan Kelly	No

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/2021/13	<b>Strategic Risk Management</b> – To receive an updated Strategic Risk Register following a review by Senior Management and Members.			*	Cabinet	12th July 2021	Strategic Risk Register	Cllr J McKee	Trevor Wilson	No
DP/2021/14	<b>Amendment to the Council's Off Street Parking Places Order</b> – To Agree proposed amendments to the Off Street Parking Order and to authorise the Order Making Process including delegated authority to Officers	*			Cabinet	12th July 2021	Off Street Parking Places Order 2020	Cllr Mrs W Schmitt	Samir Pandya	No
DP/2021/15	<b>Microsoft Licence</b> – To approve funding.	*			Cabinet Council	12 <sup>th</sup> July 2021 26 <sup>th</sup> July 2021		Cllr J McKee	Paul Pooran	No
DP/2021/16	<b>Climate Change update</b> – To provide Full Council with an update on the draft Climate Change Strategy		*		Council	26th July 2021	-----	Cllr Mrs W Schmitt	Cherie Root	No

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		Key	Council	Non-Key						
DP/2021/17	<b>Cycling Strategy Update</b> - To provide Full Council with an update on the draft Cycling Strategy		*		Council	26th July 2021	-----	Cllr Ricci	Cherie Root	No

**DECISIONS TO BE TAKEN BY CABINET MEMBERS UNDER DELEGATED POWERS**

<b>Title and Description of Decision</b>	<b>Cabinet Member</b>	<b>Corporate Priority/Vision/Outcome</b>	<b>Proposed date of decision</b>	<b>Consultation and Background papers</b>	<b>Contact Officer</b>
None at time of publication					

**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:

<b>ITEM</b>	<b>DATE OF MEETING (at least 28 clear days after the start of the Notice period)</b>	<b>DATE NOTICE PUBLISHED</b>	<b>REASONS FOR THE MEETING TO BE HELD IN PRIVATE</b>
<b>Strategic Investment Proposal</b> (Ref. DP2021/11)	Cabinet - 12th July 2021	30th April 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 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](mailto:kim.cole@braintree.gov.uk) or [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk)