

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
AS OF 27th MAY 2021
COVERING PERIOD: 1st June 2021 – 30th September 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

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/2021/7	Cabinet's response to the Scrutiny Review into Community Woodlands – To receive the Cabinet's response.		*		Council	7th June 2021	-----	Cllr Mrs W Schmitt	Dominic Collins	No
DP/2021/8	Cabinet's response to the Scrutiny Review into Vaccinations in the Braintree District - To receive the Cabinet's response.		*		Council	7th June 2021		Cllr P Tattersley	Cherie Root	No
DP/2021/9	Cabinet's response to the Scrutiny Review into Leisure Provision and access to sport in the Braintree District - To receive the Cabinet's response.		*		Council	7th June 2021		Cllr P Tattersley	Cherie Root	No
DP/2021/18	Pedestrianisation of Braintree Town Centre – To seek additional funding		*		Council	7th June 2021		Cllr T Cunningham	Dominic Collins	Yes

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/2021/10	Annual Report and Fourth Quarter Performance Management Report 2020/21 – 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	Strategic Investment Proposal	*	*		Cabinet Council	12 th July 2021 26 th July 2021	-----	Cllr J McKee	Dominic Collins/ Aidan Kelly	Yes
DP/2021/12	Sible Hedingham Medical Centre – Approval to transfer the land to a Developer to deliver the medical centre.	*			Cabinet	12 th July 2021	Cabinet report 26th November 2018	Cllr J McKee	Aidan Kelly	No
DP/2021/13	Strategic Risk Management – 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

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/2021/14	Amendment to the Council's Off Street Parking Places Order – 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	Microsoft Licences – Authorise and approve funding for the acquisition of Microsoft software for day-to-day use in the council.	*	*		Cabinet Council	12 th July 2021 26 th July 2021	Business Case proposing the acquisition of the licences	Cllr J McKee	Paul Pooran	No
DP/2021/21	Housing Allocations Policy – To agree amendments to the Gateway to Homechoice Housing Allocations Policy	*			Cabinet	12th July 2021	Revised Gateway to Homechoice Allocations Policy	Cllr K Bowers	Jo Albini	No
DP/2021/22	Braintree District Leisure Provision from August 2022 – To consider the Council Leisure provision options post August 2022.	*			Cabinet	12th July 2021	APT Consulting Report on Fusion Contact extension options	Cllr P Tattersley	James Sinclair	Yes

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/2021/6	Coggeshall Neighbourhood Plan Adoption – To adopt the Coggeshall Parish Neighbourhood Plan.		*		Council	26th July 2021	Coggeshall Parish Neighbourhood Plan and associated documents and Referendum Decision.	Cllr G Spray	Alan Massow	No
DP/2021/19	First Quarter Performance report 2021/22 – To inform Cabinet on the performance of the Council.			*	Cabinet	6 th September 2021	-----	Cllr J McKee	Tracey Headford	No
DP/2021/20	Medium-Term Financial Strategy 2021/22 to 2024/25 – To agree the budget process for 2021/22 and receive an initial update on the Medium-term Financial Strategy			*	Cabinet	6 th September 2021	-----	Cllr J McKee	Trevor Wilson/Phil Myers	No
DP/2021/23	Car Parking Protocol – To undertake a review the Council's Car Parking Protocol	*			Cabinet	6 th September 2021	Car Parking Protocol	Cllr W Schmitt	Samir Pandya	Yes

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/2021/24	Annual Plan (October 2021 to March 2023) - To agree the Annual Plan and the priorities of the Council for the period covering October 2021 until March 2023	*			Cabinet	6 th September 2021	Car Parking Protocol	Cllr G Butland	Tracey Headford	No
DP/2021/16	Climate Change update – To provide Full Council with an update on the draft Climate Change Strategy		*		Extraordinary Meeting of Council	20 th September 2021	-----	Cllr Mrs W Schmitt	Cherie Root	No
DP/2021/17	Cycling Strategy Update - To provide Full Council with an update on the draft Cycling Strategy		*		Extraordinary Meeting of Council	20 th September 2021	-----	Cllr F Ricci	Cherie Root	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
Dispose of land known as Cut Throat Lane Allotments, Witham to Witham Town Council - To approve the completion of the transfer of Allotments at Cut Throat Lane, Witham.	Cllr W Schmitt, Cabinet Member for Environment	Innovative Environment	14-5-2021	Delegated decision of 4th March 2020	Samir Pandya
<p>Fusion Remobilisation Support 2021-22 –</p> <p>To agree the carry forward of the leisure remobilisation support budget agreed by Cabinet on the 31st July 2020 to support Fusion Lifestyle for the period June 2021 until March 2022 should this be required. To agree the carry forward of the management fee waiver budget agreed by Cabinet on the 31st July 2020 to support Fusion Lifestyle for the period 1st July 2021 until 31st December 2021.</p>	Cllr P Tattersley, Cabinet Member for Health and Wellbeing	Supporting Our Communities	26-5-2021	Cabinet – 31st July 2020 – Reports and Minutes	James Sinclair/Joby Humm

Title and Description of Decision	Cabinet Member	Corporate Priority/Vision/Outcome	Proposed date of decision	Consultation and Background papers	Contact Officer
To agree a contract with NACRO for the provision of 8 supported bed spaces for rough sleepers or people at risk of rough sleeping	Cllr Kevin Bowers, Cabinet Member for Housing, Assets and Skills	Supporting Our Communities	17-05-2021	None	Dawn Eckersley
Bus Shelter Installation and maintenance To agree to enter into a collaboration agreement with Essex County Council for the future installation, maintenance and advertising space of bus shelters within the District.	Cllr John McKee, Cabinet Member for Finance and Corporate Transformation	Supporting Our communities	01-06-2021	None	James Sinclair

**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 of Braintree Town Centre – To seek additional funding (Ref. DP/2021/18)	Council – 7 th June 2021	27 th May 2021	It is proposed that Council will resolve under Section 100A(4) of the Local Government Act 1972 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. DP2021/11)	Cabinet - 12th July 2021 Council – 27 th July 2021	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).
Braintree District Leisure Provision from August 2022 – To consider the Council Leisure provision options post August 2022. (Ref. DP2021/22)	Cabinet - 12th July 2021	27 th May 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).

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
Car Parking Protocol – To undertake a review the Council’s Car Parking Protocol (Ref. DP/2021/23)	Cabinet – 6 th September 2021	27 th May 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).

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