

DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
As of 2nd July 2021
COVERING PERIOD: 1st August 2021 – 31st October 2021

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/2021/11	Strategic Investment Proposal	*	*		Cabinet Council	6 th September 2021 11 th October 2021	-----	Cllr J McKee	Dominic Collins/ Aidan Kelly	Yes
DP/2021/19	First Quarter Performance report 2021/22 – To inform Cabinet on the performance of the Council.			*	Cabinet	6 th September 2021	-----	Cllr G Butland	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	Braintree District Leisure Provision from August 2022 – To consider the Council Leisure provision options post August 2022.	*			Cabinet	6 th September 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/2021/25	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	-----	Cllr G Butland	Tracey Headford	No
DP/2021/26	Lease extension on Industrial Premises, Witham - To Agree the terms of the lease extension on industrial premises.	*			Cabinet	6 th September 2021	Asset Management File	Cllr K Bowers	Mike Shorten	Yes
DP/2021/27	Annual Report of the Member Development Working Group – To receive and note the Annual Report			*	Cabinet	6 th September 2021	-----	Cllr F Ricci	Megan Barton	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

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/2021/17	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
Refuse Collection and Recycling over Christmas and New Year 2021/22 – To agree the service arrangements for the collection of refuse and recycling over the Christmas and New Year Period 2021/22	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Supporting Our Communities	17 th June 2021	Briefing note to Management Board	Paul Partridge, Head of Operations
Consultation response to DEFRA – To agree the Council’s response to two Defra Consultation on the Deposit Return Scheme and the Extended Producer Responsibility for Packaging	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Supporting Our Communities	17 th June 2021	Consultation responses	Paul Partridge, Head of Operations
Discretionary Disabled Facility Grant - To approve Discretionary Disabled Facility Grant Funding for adaptations to residential property in Braintree.	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Supporting Our Communities	10 th June 2021	Housing Grants, Construction and Regeneration Act 1996 Disabled Facilities Grant Policy Document (version 8, March 2018)	Colin Batchelor
Collection of Refuse and Recycling over the Spring Bank Holiday and Her Majesty the Queen’s Platinum Jubilee Bank Holiday 2022 - To agree revised waste collection arrangements	Cllr Mrs W Schmitt, Cabinet Member for Environment and Place	Supporting Our Communities	30 th June 2021	Briefing Note to Management Board	Jane Dolphin

Title and Description of Decision	Cabinet Member	Corporate Priority/Vision/Outcome	Proposed date of decision	Consultation and Background papers	Contact Officer
<p>Response to the DEFRA Consultation on Consistency in Waste Collections – To agree the Council’s response to the DEFRA consultation.</p>	<p>Cllr Mrs W Schmitt, Cabinet Member for Environment and Place</p>	<p>Supporting Our Communities</p>	<p>1st July 2021</p>	<p>consultation questionnaire</p>	<p>Paul Partridge</p>
<p>Housing Allocations Policy – To agree amendments to the Gateway to Homechoice Housing Allocations Policy</p> <p>Note: Previously recorded as DP/2021/22 on the Decision Planner as a decision to be taken by Cabinet</p>	<p>Cllr K Bowers, Cabinet Member for Housing, Assets and Skills</p>	<p>Supporting Our Communities</p>	<p>28th June 2021</p>	<p>Gateway to Homechoice Housing Allocations Policy</p>	<p>Jo Albini</p>

**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
<p>Strategic Investment Proposal (Ref. DP2021/11)</p>	<p>Cabinet – 6th September 2021 Council – 11th October 2021</p>	<p>30th April 2021</p>	<p>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).</p>
<p>Braintree District Leisure Provision from August 2022 – To consider the Council Leisure provision options post August 2022. (Ref. DP2021/23)</p>	<p>Cabinet – 6th September 2021</p>	<p>28th May 2021</p>	<p>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).</p>

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
<p>Lease extension on Industrial Premises, Witham - To Agree the terms of the lease extension on industrial premises.</p> <p>(Ref: DP/2021/26)</p>	<p>Cabinet – 6th September 2021</p>	<p>2nd July 2021</p>	<p>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).</p>
<p>Car Parking Protocol – To undertake a review the Council’s Car Parking Protocol.</p> <p>(Ref. DP/2021/24)</p> <p>Note: To be included on the Decision Planner for period September to November 2021</p>	<p>Cabinet – 29th November 2021</p>	<p>28th May 2021</p>	<p>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).</p>

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