

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)**  
**COVERING PERIOD: 1st July 2023 – 30th September 2023**  
**Reissued 16th June 2023**  
**(Originally published on 2nd June 2023 and then reissued on 12th June 2023)**

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](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/2023/16	<b>To agree the latest list of projects for inclusion in the Potential Open Space Improvements</b>	*			Cabinet	10th July 2023	Potential Open Spaces Improvements (POSI)	Cllr G Spray	Alan Massow	No
DP/2023/17	<b>Litter Management in the Braintree District</b> - to receive and respond to the Scrutiny Report			*	Cabinet	10th July 2023	Litter Management in the Braintree District – Partnership Development Scrutiny Committee Report	Cllr T Cunningham	Steve Wilson	No
DP/2023/18	<b>To approve a joint Neighbourhood Plan Area for Finchingfield and Wethersfield</b>			*	Cabinet	10th July 2023	Report outlining consultation responses received	Cllr G Spray	Alan Massow	No
DP/2023/19	<b>Options for the future of the garden waste collection service</b>	*			Cabinet	10th July 2023	Research from other Councils that have introduced charging	Cllr T Cunningham	Jenny Beck / Samir Pandya	No
DP/2022/17	<b>Fourth Quarter and Annual Performance Report 2022/23</b> – To inform Cabinet on the performance of the Council			*	Cabinet	10th July 2023	Fourth Quarter Performance Management Report 2022/23	Cllr K Bowers	Tracey Headford	No

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DP/2023/22	To agree the leases at 3,16,16a (land north of 16) and 18 Freebournes Road, Witham	*			Cabinet	10th July 2023		Cllr K Bowers	Paul Quin	Yes
DP/2023/23	To agree supplemental matters relating to the grant of an Easement at Springwood Drive, Braintree	*			Cabinet	10th July 2023		Cllr K Bowers	Paul Quin	Yes
DP/2023/28	To agree approval mechanism for Rural England Prosperity Fund grant funding	*			Cabinet	10th July 2023	Previous Cabinet paper on putting in the bid. October 2022	Cllr F Ricci	Emma Goodings	No
DP/2023/29	Cabinet response to the Scrutiny review into Markets			*	Cabinet	10th July 2023	Findings of market scrutiny review, Cabinet paper March 2023	Cllr Ricci	Emma Goodings	No
DP/2023/30	Cost of Living update			*	Cabinet	10th July 2023		Cllr G Butland	Caroline Elias-Stephenson	No

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		Key	Council	Non-Key						
DP/2023/31	<b>To agree the proposed expenditure of the Homes for Ukraine £1 million Support Budget</b>	*			Cabinet	10th July 2023		Cllr L Bowers-Flint	Caroline Elias-Stephenson	No
DP/2023/33	<b>Cabinet appointments to Committees and Outside Bodies</b>			*	Cabinet	10th July 2023		Cllr G Butland	Kim Mayo	No
DP/2023/34	<b>Corporate Policy Committee programme of works</b>			*	Cabinet	10th July 2023		Cllr G Butland	Kim Mayo	No
DP/2023/27	<b>Home Upgrade Grant 2 Funding for Domestic Properties in Off Gas Areas</b>	*			Cabinet	25th September 2023		Cllr L Bowers-Flint	Josie Falco / Mark Wilson	No

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DP/2023/24	<b>Out of Area Accommodation Policy</b> – to decide regarding the placement of households out of District into either temporary accommodation or to discharge a homelessness duty	*			Cabinet	25th September 2023		Cllr L Bowers-Flint	Donna Goodchild	No
DP/2023/25	<b>To award the contract for the design and build of three skate parks in our District</b>	*			Cabinet	25th September 2023	Tender documents	Cllr T Cunningham	Jenny Beck	No
DP/2023/26	<b>Award Contract for Vehicle Replacements (2023/24)</b>	*			Cabinet	25th September 2023		Cllr T Cunningham	Samir Pandya	No
DP/2023/32	<b>First Quarter Performance Report 2023/24</b> – to inform Cabinet on the performance of the Council			*	Cabinet	25th September 2023	First Quarter Performance Management Report 2023/24	Cllr K Bowers	Tracey Headford	No

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DP/2023/21	To recommend that an option for access rights is granted to the developers of land adjoining Horizon 120			*	Cabinet	25th September 2023		Cllr K Bowers	Dominic Collins	Yes

## 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

**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
<b>To agree the re-gears of leases at 3,16,16a (land north of 16) and 18 Freebournes Road, Witham</b>  (DP/2023/22)	Cabinet – 10th July 2023	2nd June 2023	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).



<b>To agree supplemental matters relating to the grant of an Easement at Springwood Drive, Braintree</b>  (DP/2023/23)	Cabinet – 10th July 2023	2nd June 2023	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).
<b>To recommend that an option for access rights is granted to the developers of land adjoining Horizon 120</b>  (DP/2023/21)	Cabinet – 25th September 2023	2nd June 2023	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 Mayo, Head of Governance, Braintree District Council, Causeway House, Bocking End, Braintree, Essex, CM7 9HB. Email: - [kim.mayo@braintree.gov.uk](mailto:kim.mayo@braintree.gov.uk) or [governance@braintree.gov.uk](mailto:governance@braintree.gov.uk)