

DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
COVERING PERIOD: 1st September 2023 – 30th November 2023
As of 31st July 2023 – published 1st August 2023 (Re-Published 11th August 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

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/2023/27	Home Upgrade Grant 2 Funding for Domestic Properties in Off Gas Areas	*			Cabinet	25th September 2023		Cllr L Bowers-Flint	Josie Falco / Mark Wilson	No
DP/2023/24	Accommodation Placements Policy – 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/2023/32	First Quarter Performance Report 2023/24 – 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
DP/2023/35	Approval of NEEB Economic Strategy	*			Cabinet	25th September 2023	NEEB Strategy and Delivery Plan, Narrative	Cllr F Ricci	Penny Calder	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/2023/34	Corporate Policy Committee Programme of Works			*	Cabinet	25th September 2023	Reports and Minutes of the Corporate Policy Committee	Cllr G Butland	Kim Mayo	No
DP/2023/36	Medium-Term Financial Strategy 2023/24 to 2026/27 – To agree the budget process for 2024/25 and receive an initial update on the Medium-Term Financial Strategy			*	Cabinet	25th September 2023		Cllr K Bowers	Phil Myers	No
DP/2023/40	New Artificial Grass Pitches across Braintree and Witham	*			Cabinet	25th September 2023	Section 106 Agreements	Cllr G Spray and Cllr M Cunningham	Neil Jones and Joby Humm	No
DP/2023/43	Risk Management Policy and updated Strategic Risk Register			*	Cabinet	25th September 2023	Strategic Risk Register	Cllr K Bowers	Phil Myers	No
DP/2023/44	Replacement of Tractors	*			Cabinet	25th September 2023		Cllr T Cunningham	Rick Sargeant	No

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		Key	Council	Non-Key						
DP/2023/45	Braintree District Council Assets - To consider future options in relation Council owned Assets	*			Cabinet	25th September 2023		Cllr K Bowers	Emma Goodings	Yes
DP/2023/46	Housing Benefit Assurance Procurement – To approve the funding and procurement arrangements including delegated authorities.	*			Cabinet	25th September 2023			Phil Myers	Yes
DP/2023/47	HR Policy Decision	*			Cabinet	25th September 2023		Cllr K Bowers	Cherie Root	Yes
DP/2023/48	North Essex Councils – To consider future partnership working arrangements.			*	Cabinet	25th September 2023		Cllr G Butland	Dan Gascoyne	No
DP/2023/21	Access rights over land adjoining Horizon 120			*	Cabinet	27th November 2023		Cllr K Bowers	Dominic Collins	Yes

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		Key	Council	Non-Key						
DP/2023/41	Homelessness and Rough Sleeping Strategy – To approve the Strategy and accompanying action plan	*			Cabinet	27th November 2023	Homelessness and Rough Sleeping Strategy	Cllr L Bowers-Flint	Caroline Elias-Stephenson / Carly Jones	No
DP/2023/39	Medium-Term Financial Strategy 2024/25 to 2027/28 – To consider initial Capital and Revenue budget proposals and agree consultation			*	Cabinet	27th November 2023		Cllr K Bowers	Phil Myers	No
DP/2023/38	Livewell Strategy – Livewell Strategy and key health and wellbeing priorities to be agreed	*			Cabinet	27th November 2023	Livewell Evidence Report Subsequent papers, reports and updates to be provided as required	Cllr L Bowers-Flint	Tristan Easey	No
DP/2023/25	Skate Parks in the District - To award the contract for the design and build of three Skate Parks	*			Cabinet	27th November 2023	Tender documents	Cllr T Cunningham	Jenny Beck	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/2023/26	Award Contract for Vehicle Replacements (2023/24)	*			Cabinet	27th November 2023		Cllr T Cunningham	Samir Pandya	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
Braintree District Off Street Parking Places Order 2023 – To consider objections/representation received during the statutory consultation period and to determine whether the Order should be confirmed.	Cllr T Cunningham		August 2023	Report and Minutes of Cabinet – March 2023	Samir Pandya

**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
Access rights over land adjoining Horizon 120 (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).
Braintree District Council Assets - To consider future options in relation Council owned Assets (DP/2023/45)	Cabinet – 25th September 2023	1st August 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).
Housing Benefit Assurance Procurement – To approve the funding and procurement arrangements including delegated authorities.	Cabinet – 25th September 2023	11 th August 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).
HR Policy Decision DP/2023/47	Cabinet – 25th September 2023	11 th August 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 or governance@braintree.gov.uk