

DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
COVERING PERIOD: 1st November 2023 – 31st January 2024
As of 2nd October 2023 – published 2nd October 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/2023/45 | Braintree District Council Assets - To consider future options in relation to Council owned Assets | * | | | Cabinet | 27th November 2023 | | Cllr K Bowers | Emma Goodings | Yes |
| DP/2023/21 | Access rights over land adjoining Horizon 120 | | | * | Cabinet | 27th November 2023 | | Cllr K Bowers | Dominic Collins | Yes |
| DP/2023/27 | Home Upgrade Grant 2 Funding for Domestic Properties in Off Gas Areas | * | | | Cabinet | 27th November 2023 | | Cllr T Cunningham | Josie Falco / Mark Wilson | 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/2023/26 | Award Contract for Vehicle Replacements (2023/24) | * | | | Cabinet | 27th November 2023 | | Cllr T Cunningham | Samir Pandya | No |

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|------------|--|------------------|---------|---------|----------------|---------------------------|----------------------------------|---------------------|-----------------|---|
| | | Key | Council | Non-Key | | | | | | |
| DP/2023/51 | Essex County Council's Transport Strategy for Braintree - Strategy for noting | | | * | Cabinet | 27th November 2023 | | Cllr G Spray | Emma Goodings | No |
| DP/2023/52 | Gateway to Homechoice – request from Chelmsford City Council to join the consortium | * | | | Cabinet | 27th November 2023 | | Cllr L Bowers-Flint | Donna Goodchild | No |
| DP/2023/55 | Courtauld Sports Ground, Halstead – provision of new tennis court | * | | | Cabinet | 27th November 2023 | | Cllr G Spray | Julia Watts | No |
| DP/2023/56 | Construction of Rose Hill Linear Park, Braintree – to seek approval of using S106 and capital funds | * | | | Cabinet | 27th November 2023 | | Cllr G Spray | Grace Allman | No |
| DP/2023/57 | Reestablishing the Framework Agreement for the Cleaning and Hygiene Supplies | * | | | Cabinet | 27th November 2023 | | Cllr K Bowers | Lili Roqueta | No |

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|------------|--|------------------|---------|---------|----------------|---------------------------|--|-------------------|---------------------------|---|
| | | Key | Council | Non-Key | | | | | | |
| DP/2023/42 | Treasury Annual Report 2022/23 - to receive the Treasury Management Annual Report 2022/23 | | * | | Council | 11th December 2023 | | Cllr K Bowers | Mark Jarvis | No |
| DP/2023/53 | Cycling Strategy Year Two – to approve the targets met for the Cycling Strategy and Implementation Plan. To approve the draft Implementation Plan | | * | | Council | 11th December 2023 | Cycle Strategy 2021 Draft Implementation Plan 2022 | Cllr G Spray | Louise Flavell | No |
| DP/2023/54 | Local Council Tax Support Scheme – to approve a revised Local Council Tax Support Scheme for working age claimants | | * | | Council | 11th December 2023 | | Cllr K Bowers | Phil Myers/ Juli Rigby | No |
| DP/2023/25 | Skate Parks in the District - To award the contract for the design and build of three Skate Parks | * | | | Cabinet | 18th December 2023 | Tender documents | Cllr T Cunningham | Jenny Beck | No |

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|------------|---|------------------|---------|---------|----------------|---------------------------|--|---------------------|---|---|
| | | Key | Council | Non-Key | | | | | | |
| DP/2023/37 | Second Quarter Performance Report 2023/24 – to inform Cabinet on the performance of the Council | | | * | Cabinet | 18th December 2023 | Second Quarter Performance Management Report 2023/24 | Cllr K Bowers | Tracey Headford | No |
| DP/2023/41 | Homelessness and Rough Sleeping Strategy – to approve the final Strategy and accompanying action plan | * | | | Cabinet | 18th December 2023 | | Cllr L Bowers-Flint | Caroline Elias-Stephenson / Carly Jones | No |
| DP/2023/20 | Policy for Household Waste and Recycling Collections – to agree a policy for the collection of household waste and recycling | * | | | Cabinet | 18th December 2023 | Corporate Policy Development Committee – 19 th October 2023 | Cllr T Cunningham | Paul Partridge | No |
| DP/2022/51 | Witham Community Centre – to agree to the transfer of the Community Centre and adjoining sports grounds. | * | | | Cabinet | 18th December 2023 | TBC | Cllr K Bowers | Saila Haq | Yes |

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|------------|---|------------------|---------|---------|----------------|---------------------------|---|---------------------|-----------------|---|
| | | Key | Council | Non-Key | | | | | | |
| DP/2023/38 | Livewell Strategy – Livewell Strategy and key health and wellbeing priorities to be agreed | * | | | Cabinet | 18th December 2023 | Livewell Evidence Report Subsequent papers, reports and updates to be provided as required | Cllr L Bowers-Flint | Tristan Easey | 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 |
|-----------------------------------|----------------|-----------------------------------|---------------------------|------------------------------------|-----------------|
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**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 |
|---|---|-----------------------|--|
| Braintree District Council Assets - To consider future options in relation to Council owned Assets (DP/2023/45) | Cabinet – 27th November 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). |
| Access rights over land adjoining Horizon 120 (DP/2023/21) | Cabinet – 27th November 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). |

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|--|-------------------------------------|-------------------------|---|
| <p>Witham Community Centre – to agree to the transfer of the Community Centre and adjoining sports grounds.</p> <p>(DP/2022/51)</p> | <p>Cabinet – 18th December 2023</p> | <p>2nd October 2023</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 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