

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
COVERING PERIOD: 1st December 2024 – 28th February 2025
Published 1st November 2024**

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 £250,000 (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/2023/49	To approve the Steeple Bumpstead Neighbourhood Plan as part of the development plan for the District		*		Council	9th December 2024	The Steeple Bumpstead Neighbourhood Plan Examiners Report	Cllr G Spray	Alan Massow	No
DP/2024/48	Treasury Management Mid-Year Report for 2024/25 – to receive the Treasury Management Mid-Year Report 2024/25		*		Council	9th December 2024	Reports and minutes for Governance and Audit Committee – 25th July 2024	Cllr K Bowers	Mark Jarvis	No
DP/2024/54	Governance and Audit Committee Annual Report 2023/24 – to note the report		*		Council	9th December 2024	Reports and minutes for Governance and Audit Committee – 9th October 2024	Cllr J Wrench	Angie Mitchell	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/2024/21	Procurement of emergency accommodation for homeless households – to approve procurement of B&B/hotel/nightly let accommodation for homeless households for whom no other resource is available	*			Cabinet	16th December 2024		Cllr L Bowers-Flint	Donna Goodchild	No
DP/2024/45	Gateway to Homechoice Allocations Policy – review and amendments 2024 – to approve the adoption of the amended Allocations Policy	*			Cabinet	16th December 2024	Schedule of amendments	Cllr L Bowers-Flint	Donna Goodchild	No
DP/2024/49	Contract for Income Management System and Merchant Acquiring Services – to either award contract or delegate to Corporate Director to award contract	*			Cabinet	16th December 2024		Cllr K Bowers	Mark Jarvis	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/2024/53	Waste Review – to approve the preferred waste collection methodology option for public consultation	*			Cabinet	16th December 2024		Cllr T Cunningham	Charlotte Paine	No
DP/2024/56	Waste Water collection from Cordons Farm Waste Transfer Station and Lakes Road Depot – to seek delegated authority to award the contract	*			Cabinet	16th December 2024		Cllr T Cunningham	Levi White	No
DP/2024/28	To Establish the Essex Procurement Partnership, approval of the Procurement Strategy and Social Value approach	*			Cabinet	16th December 2024	Collaboration Agreement Procurement Strategy Social Value Policy	Cllr T Cunningham and Cllr K Bowers	James Sinclair	No
DP/2024/44	Asset Management – Property and Land Transactions	*			Cabinet	3rd February 2025		Cllr K Bowers	Edwina Crowley	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/2022/8	Chapel Hill, Braintree – to determine the option of developing a housing scheme on Council owned land including arrangements to gain freehold possession of tenanted land to facilitate the development	*			Cabinet	3rd February 2025		Cllr K Bowers	Edwina Crowley	Yes
DP/2024/43	New CMS/Website Contract – to award the contract	*			Cabinet	3rd February 2025		Cllr K Bowers	Paul Reid	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/2024/55	Council Budget and Council Tax 2025/26 and Medium Term Financial Strategy 2025/26 to 2028/29 – To agree proposed revenue and capital budgets for 2025/26; Council Tax for 2025/26; Fees and charges for 2025/26; and the Capital Strategy (including the Treasury Strategy and Investment Policy) for 2025/26		*	*	Cabinet Council	3rd February 2025 24th February 2025	Reports and Minutes for Corporate Scrutiny Committee and Cabinet	Cllr G Butland / Cllr K Bowers	Phil Myers	No

DECISIONS TO BE TAKEN BY CABINET MEMBERS UNDER DELEGATED POWERS

Ref No.	Title and Description of Decision	Cabinet Member	Corporate Priority/Vision/Outcome	Proposed date of decision	Consultation and Background papers	Contact Officer
CD/2024/23	Beat the Street Programme	Cllr L Bowers-Flint	Supporting our communities	31st October 2024		Tristan Easy

**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>Asset Management – Property and Land Transactions (DP/2024/44)</p>	<p>Cabinet - 3rd February 2025</p>	<p>1st November 2024</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>Chapel Hill, Braintree – to determine the option of developing a housing scheme on Council owned land including arrangements to gain freehold possession of tenanted land to facilitate the development (DP/2022/8)</p>	<p>Cabinet - 3rd February 2025</p>	<p>1st November 2024</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