



Broadstone Town Council Transparency of Decision Making

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Introduction

Decision Making the reason for a Decision Matrix

Transparency in our decision-making is vital because it helps us build trust with the public we serve. When residents can clearly see how and why we make decisions, they are more likely to view our process as fair even if some of the residents won't always agree with the outcome.

Transparent decision making ensures accountability within our Town Council. By being open, we make it clear who is responsible for decisions and show that we are following rules and acting in the community's best interests. This openness also improves the quality of our decisions, because they are based on clear evidence and can be understood, questioned, and strengthened.

In simple terms, by being transparent, we become a more trusted, fair, and effective Town Council, while a lack of transparency could lead to distrust, conflict, and weaker decisions.

The Broadstone Town Council will adopt a Decision Matrix, which is a structured methodology used to avoid purely subjective decisions by using consistent criteria, this speeds up the decision-making process and provides consistency and objectivity and simplifies complex decisions, more importantly it is completely transparent and stands up to scrutiny.

What the Broadstone Town Council Decision Matrix Is

The decision matrix is a grid that lists:

- Criteria (e.g., cost, impact, feasibility)
- Criteria weights to evaluate each option
- Councillor Scores

Proposed BTC Decision Matrix

Criteria and weights

Criteria	Description	Weight (%)
Community Benefit	Does it improve quality of life (health, safety, recreation & jobs)	25%
Reach & Inclusivity	Number of Groups of residents benefiting 0-12, 12-24, 24-65, 65+, All	20%
Impact on Wellbeing	Effect on physical, mental, and social wellbeing	15%
Environmental & Sustainability	Impact on local Wildlife Biodiversity,	10%

Long-Term Benefit	Sustainability and lasting value for the community	10%
Local Economic Impact	Supports local jobs, businesses, or economic resilience	10%
Cost Effectiveness	Value delivered relative to cost	10%
		Total = 100%

Key Components Explained

Criteria

The criteria are based on what matters to residents

Weights

Not all criteria matter equally. For example:

Community need might matter more than cost

Weights ensure priorities are reflected

Scoring System

Each option is rated (e.g., 1–5):

Higher score = better performance on that criterion

Weighted Total

Each score is multiplied by its weight and then summed to get a final score, for each of the decision makers, us. A total of all decision makers scores is then used to provide a final Committee score. In the example above 3.6.

Decision Matrix example

Councillor	Reach & Inclusivity	Community Need	Impact on Wellbeing	Environmental & Sustainability	Long-Term Benefit	Local Economic Impact	Cost Effectiveness	Score
Sally Walls	5	4	4	3	2	1	2	3.45
Peter Sidaway	2	5	5	5	3	5	3	3.85
Mike Brook	5	4	4	3	2	1	2	3.45
Jo Tebbs	2	5	3	5	5	5	3	3.75
Andy Maxey	5	4	4	3	2	1	2	3.45
Paul Slade	2	5	3	5	5	5	3	3.75
David O'neal	5	4	4	3	2	1	2	3.45
Colin Elkins	2	5	5	5	1	5	3	3.65
8	3.5	4.5	4.0	4.0	2.8	3.0	2.5	3.6

The final score will then be used to compare projects and indicate source funding. For example, a high score would be a candidate for using precept or CIL whereas a low score would indicate that the project should only be undertaken at no resident cost, e.g. funds sourced from grants.

Summary

The Adoption of a Broadstone Town Council Decision Matrix will ensure;

Transparency – decisions are easier to justify to the public

Consistency – same method applied to all options

Objectivity – reduces bias or political influence

Clarity – simplifies complex decisions

Next Steps

Scenario testing and refinement