

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)**  
**COVERING PERIOD: 1st June 2025 – 31st August 2025**  
**Published on 2nd May 2025**

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 £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](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/2023/49	<b>To approve the Steeple Bumpstead Neighbourhood Plan as part of the development plan for the District</b>		*		Council	2nd June 2025	The Steeple Bumpstead Neighbourhood Plan Examiners Report	Cllr G Spray	Alan Massow	No
DP/2025/22	<b>Employee Recognition Update</b> – to provide Full Council with the details of Employee of the Month Awards and Team of the Year Awards		*		Council	2nd June 2025		Cllr K Bowers	Tracey Headford	No
DP/2025/26	<b>To approve the Earls Colne Neighbourhood Plan as part of the development plan for the District</b>		*		Council	21st July 2025	The Earls Colne Neighbourhood Plan Examiners Report	Cllr G Spray	Alan Massow	No
DP/2025/16	<b>Fourth Quarter Performance Management Report 2024/25</b> – to inform Cabinet on the performance of the Council			*	Cabinet	28th July 2025	Fourth Quarter Performance Management Report 2024/25	Cllr K Bowers	Tom Williams	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/2025/17	<b>Highway Verge and Visibility Contract</b> – to give authority to award the contract	*			Cabinet	28th July 2025		Cllr T Cunningham	Debbie Horrey	No
DP/2025/21	<b>Air Quality Strategy</b>	*			Cabinet	28th July 2025		Cllr L Bowers-Flint	Josie Falco	No
DP/2025/23	<b>Accommodation Based Housing Related Support</b> – to consider the paper	*			Cabinet	28th July 2025	TBC	Cllr L Bowers-Flint	Caroline Elias-Stephenson	No
DP/2025/24	<b>Public Spaces Protection Order</b> – to agree to carry out a consultation for a PSPO and to delegate authority to implement it	*			Cabinet	28th July 2025		Cllr M Cunningham	Tracey Parry	No
DP/2025/25	<b>Revised Fit for the Future Transformation Programme</b> – to agree changes to the Fit for the Future Transformation Programme	*			Cabinet	28th July 2025	Report and minutes for Cabinet - 4th March 2024	Cllr T Cunningham	Suzanne Bennett	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/2025/27	<b>Traffic Management Contract</b> – to award the contract	*			Cabinet	28th July 2025		Cllr T Cunningham	Levi White	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/2025/03	<b>Award of Contract for the Procurement of Vehicles 2025-26</b>	Cllr T Cunningham	Delivering and innovating	11th April 2025	Report and minutes for Cabinet - 17th March 2025	Debbie Bezzina

**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
None			

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)