

**DECISION PLANNER (INCORPORATING THE FORWARD PLAN)**  
**COVERING PERIOD: 1st July 2025 – 30th September 2025**  
**Published on 2nd June 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/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/2025/30	<b>Employee Recognition</b> – to provide Full Council with the details of winners of the Employee Recognition Scheme		*		Council	21st July 2025		Cllr T Cunningham	Tracey Headford	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
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

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/2025/23	<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
DP/2025/27	<b>Traffic Management Contract</b> – to award the contract	*			Cabinet	28th July 2025		Cllr T Cunningham	Levi White	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/2025/29	<b>Plant Equipment Replacement 2025-26</b> – to delegate the authority to award the contract for procurement of replacement Plant Equipment	*			Cabinet	28th July 2025		Cllr T Cunningham	Debbie Bezzina	No
DP/2025/31	<b>Greater Essex Devolution Priority Programme</b>		*		Council	15th September 2025		Cllr G Butland	Dan Gascoyne	No
DP/2025/28	<b>First Quarter Performance Management Report 2025/26</b> – to inform Cabinet on the performance of the Council			*	Cabinet	22nd September 2025	Full First Quarter Performance Management Report 2025/26	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/2024/45	<b>Gateway to Homechoice Allocations Policy – review and amendments 2024</b> – to approve the adoption of the amended Allocations Policy	*			Cabinet	22nd September 2025	Schedule of amendments	Cllr L Bowers-Flint	Donna Goodchild	No
DP/2024/62	<b>Warm Homes Local Grant</b>	*			Cabinet	22nd September 2025		Cllr T Cunningham	Josie Falco	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/2025/07	<b>Award of Contract for the Refurbishment of Play Areas at Spa Road and Rickstones Recreation Ground, Witham</b>	Cllr T Cunningham	Supporting our communities	28th July 2025	Tender documents	Debbie Horrey

**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)