DECISION PLANNER (INCORPORATING THE FORWARD PLAN)
COVERING PERIOD: 1st October 2026 – 31st December 2026
As of 2nd September 2026

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/2023/72	**To approve the Bures and Bures St Mary Neighbourhood Plan as part of the development plan for the District**		*		Council	26th October 2026	Bures Neighbourhood Plan Examiners Report	Cllr G Spray	Alan Massow	No
DP/2026/19	**Treasury Management Annual Report 2025-26** – To receive the Treasury Management Annual Report 2025/26		*		Council	26th October 2026	Reports and minutes for Governance and Audit Committee – 1st July 2026	Cllr K Bowers	Mark Jarvis	No
DP/2026/20	**Employee Recognition** – To provide Full Council with the details of winners of the Employee Recognition Scheme		*		Council	26th October 2026		Cllr F Ricci	Tracey Headford	No
DP/2026/21	**Governance and Audit Committee Annual Report 2025/26** – To note the Governance and Audit Committee 2025/26 Annual Report		*		Council	26th October 2026	Reports and Minutes of the Governance and Audit Committee	Cllr G Butland	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/2026/22	**Cost of Living Annual Report 2025-2026** – To note the Cost of Living Annual Report 2025-26		*		Council	26th October 2026		Cllr C Dervish	Tracey Parry	No
DP/2026/26	**Planning Scheme of Delegation**		*		Council	26th October 2026		Cllr G Spray	Kim Mayo / Sarah Ashton	No
DP/2026/29	**Revised Terms of Reference for Scrutiny Committees** – To agree the revised Terms of Reference of the Council's Scrutiny Committees		*		Council	26th October 2026	Article 9 of the Council's Constitution	Cllr F Ricci	Kim Mayo	No
DP/2026/07	**Strategic Risk Register** – To approve the updated Strategic Risk Register			*	Cabinet	2nd November 2026		Cllr K Bowers	Phil Myers / Angie Mitchell	No
DP/2026/28	**Award of Contract for the HR and Payroll System**	*			Cabinet	2nd November 2026		Cllr F Ricci	Phil Myers	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/2026/32	**Implementation of Agency Contract model with Freedom Leisure** – To consider an Agency Contract model with the Council's leisure operator	*			Cabinet	2nd November 2026		Cllr T Williams	Tristan Easy	No
DP/2026/35	**National Plan to End Homelessness and the Homelessness, Rough Sleeping and Domestic Abuse Grant** – To approve the new investment and extensions set out in the external spending plan	*			Cabinet	2nd November 2026		Cllr L Bowers-Flint	Caroline Elias-Stephenson	No
DP/2026/27	**Medium-Term Financial Strategy 2027/28 to 2030/31** – To consider initial Capital and Revenue budget proposals and agree consultation			*	Cabinet	30th November 2026		Cllr K Bowers	Phil Myers	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/2026/36	**Body Worn Video Policy** – To agree the implementation of a policy covering the Council's use of Body Worn Video			*	Cabinet	30th November 2026	Home Office Surveillance Camera Code of Practice Information Commissioners Office – Body Worn Video Guidance	Cllr K Bowers	Colin Cox	No
DP/2026/33	**Treasury Management Mid-Year Report 2026/27** – To receive the Treasury Management Mid-Year Report 2026/27		*		Council	14th December 2026	Reports and minutes for Governance and Audit Committee – 7th October 2026	Cllr K Bowers	Mark Jarvis	No
DP/2026/34	**Local Council Tax Support Scheme for 2027/28**		*		Council	14th December 2026		Cllr K Bowers	Phil Myers	No
DP/2026/30	**Local Plan - to consider the Regulation 19 consultation responses and final approval to submit the Plan**		*		Extraordinary Meeting of Full Council	21st December 2026	Minutes and Reports to the Local Plan Sub-Committee	Cllr G Spray	Sarah Ashton	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/2025/12	**Setting of Section 106 Monitoring Fees for Biodiversity Net Gain Habitat Bank Sites**	Cllr G Spray	Enhancing our environment	31st October 2026	The Environment Act 2021 Planning Practice Guidance – Biodiversity net gain – GOV.UK & Planning obligations – GOV.UK	Chris Paggi

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
Award of Contract for the HR and Payroll System (DP/2026/28)	Cabinet – 2nd November 2026	3rd August 2026	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).

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