

Public Document Pack

COUNCIL

A meeting of Council will be held at Council Chamber, Fenland Hall, County Road, March on MONDAY, 16 DECEMBER 2024 at 4.00 PM and I request you to attend accordingly for transaction of the following business:

- 1 To receive apologies for absence.
- 2 Previous Minutes (Pages 3 - 12)

To confirm and sign the minutes of 30 September 2024.
- 3 Civic Engagements Update. (Pages 13 - 14)
- 4 To receive any announcements from the Chairman of the Council and/or the Head of Paid Service.
- 5 To receive members' declaration of any interests under the Local Code of Conduct or any interest under the Code of Conduct on Planning Matters in respect of any item to be discussed at the meeting.
- 6 To receive questions from, and provide answers to, councillors in relation to matters which, in the opinion of the Chairman, accord with the provisions of Procedure Rules 8.4 and 8.6.
- 7 To receive reports from and ask questions of Cabinet members with portfolio holder responsibilities, in accordance with Procedure Rules 8.1 and 8.2. (Pages 15 - 68)
- 8 Motion submitted by Councillor Dal Roy (Pages 69 - 70)

Motion submitted by Councillor Roy regarding the Fenland Flag.
- 9 Motion submitted by Councillor Tim Taylor (Pages 71 - 72)

Motion submitted by Councillor Taylor in respect of sustainability of farming and horticulture in Fenland.
- 10 Motion submitted by Councillor Brenda Barber (Pages 73 - 74)

Motion submitted by Cllr Barber regarding preservation of the Fenland landscape and recognition of the area of Fenland as a critical food producing area.
- 11 Treasury Management Strategy Statement & Annual Investment Strategy Mid-Year Review 2024/25 (Pages 75 - 84)

For Council to review the Council's Treasury Management activity for the first six months of 2024/25 and to provide members with an update on matters pertinent to future updates to the Council's Treasury

Management Strategy

12 Approval for the Economic Growth Refresh 2025-28 (Pages 85 - 130)

For Council to consider and approve the Economic Growth Strategic Refresh 2025-28.

13 Gambling Act 2005 - Statement of Principles 2024 (Pages 131 - 184)

To Consider the recommendation by Licensing Committee for approval of the draft policy document the Gambling Act – Statement of Principles Policy 2025 – 2028.

Fenland Hall
March



Chief Executive

Friday, 6 December 2024

NOTE The Council may, by resolution, as exemplified below, exclude the public from a meeting during the consideration of any item of business whenever it is likely, in view of the nature of the business to be transacted or the nature of the proceedings that, if members of the public were present, there would be disclosure to them of exempt information as defined in Section 100 I of the Local Government Act, 1972

"Resolved that under Section 100(A)(4) of the Local Government Act, 1972 the public be excluded from the meeting for Item No./Minute No. on the grounds that the item involves the disclosure of exempt information as defined in Paragraph of Part I of Schedule 12A of the Act"

COUNCIL

MONDAY, 30 SEPTEMBER 2024 - 4.00 PM



PRESENT: Councillor N Meekins (Chairman), Councillor I Benney, Councillor C Boden, Councillor G Booth, Councillor J Carney, Councillor J Clark, Councillor S Clark, Councillor D Connor, Councillor D Cutler, Councillor Mrs M Davis, Councillor L Foice-Beard, Councillor Mrs J French, Councillor R Gerstner, Councillor G S Gill, Councillor A Gowler, Councillor P Hicks, Councillor Miss S Hoy, Councillor M Humphrey, Councillor S Imafidon, Councillor Mrs D Laws, Councillor A Miscandlon, Councillor P Murphy, Councillor D Oliver, Councillor D Patrick, Councillor M Purser, Councillor B Rackley, Councillor D Roy, Councillor C Seaton, Councillor M Summers, Councillor T Taylor, Councillor S Tierney, Councillor S Wallwork and Councillor A Woollard

APOLOGIES: Councillor B Barber (Vice-Chairman), Councillor G Christy, Councillor S Count, Councillor K French, Councillor C Marks, Councillor J Mockett, Councillor Dr H Nawaz and Councillor E Sennitt Clough

C19/24 PREVIOUS MINUTES

The minutes of the meeting of 15 July 2024 were confirmed and signed.

C20/24 CIVIC ENGAGEMENTS UPDATE

Councillor Meekins drew members attention to the civic activities undertaken by himself and the Vice-Chairman in the weeks preceding Full Council.

C21/24 TO RECEIVE ANY ANNOUNCEMENTS FROM THE CHAIRMAN OF THE COUNCIL AND/OR THE HEAD OF PAID SERVICE

Councillor Meekins stated that as Councillor Barber, the Vice Chairman, was not present at today's meeting, the Standing Orders for ordinary meetings of the Council permit under Paragraph 2.1b, the election of a person to preside if the Vice-Chairman is not present.

Councillor Meekins proposed that Councillor Humphrey assume the role of Vice-Chairman for the purposes of the meeting, Councillor Boden seconded the proposal and Councillor Michael Humphrey was duly elected to fulfil the role of Vice-Chairman

Councillor Meekins paid his respects to former District Councillor Kathleen Brennan. During her time with the Council, Kathleen had served on various committees including Community, Housing and Property, Policy and Resources as well as the Leisure Services Board.

Members joined Councillor Meekins in observing a minute's silence for Kathleen Brennan.

The Chairman thanked everyone who attended his Civic Reception in September and hoped they found it to be as thoroughly enjoyable an evening as he did. He thanked Member Services for their support in organising this event. Councillor Meekins advised members that the next planned event is his charity coffee morning on 17 October, which will be held in the Council Chamber. He

explained that this year he has chosen to support the Damsons Community Group who are based in Wisbech, and their aim is to support those persons suffering from dementia along with their carers. The Chairman also advised that he will be holding his Community Carol Service on Friday 6 December in the Church of St Peter and St Paul in Wisbech and he looks forward to seeing Members at both of these events.

Paul Medd, Chief Executive, made the following announcement:

“I am delighted to announce that the Council has once again been reaccredited for Customer Service Excellence. CSE is a national standard that recognises public bodies that provide customer focused, high-quality services. Fenland is one of the few councils that have consistently achieved this rigorous standard for all its services. Following an assessment in June, the CSE assessor stated that Fenland continues to demonstrate how they put residents at the heart of service delivery, with examples of reduced Council Tax and the introduction of new services, such as the Early Help Hub. He continued, the ongoing transformation project has added further channels, and traditional channels have also been enhanced ensuring access for the elderly, vulnerable or people who do not have digital access. He added that the assessor also praised the Council and stated that the use of staff insight into delivering excellent services was already at a high level in 2023, however staff insight has increased further through empowering the 3C’s (Compliments, Comments and Complaints) Team. The assessor noted further that the number and range of partner organisations is constantly increasing to meet the needs of a diverse community, including areas of deprivation, with the Council increasing their interaction with wider communities.

Paul Medd invited Councillor Steve Tierney, Portfolio Holder for Transformation and Communications, to be presented with the CSE reaccreditation certificate from Councillor Meekins.

Councillor Tierney commented that he was proud to be the Portfolio Holder for this area of the Councils business, with the Council having a very strong team of officers who strive to work hard to deliver for the residents of Fenland and the officers should be afforded a great deal of thanks.

The Chairman congratulated Councillor Tierney.

C22/24 **TO RECEIVE QUESTIONS FROM, AND PROVIDE ANSWERS TO, COUNCILLORS IN RELATION TO MATTERS WHICH, IN THE OPINION OF THE CHAIRMAN, ACCORD WITH THE PROVISIONS OF PROCEDURE RULES 8.4 AND 8.6**

The Chairman stated that no written questions had been received under Procedure Rule 8.6. Councillor Booth asked the following question under Procedure Rule 8.4 as Leader of the Opposition:

- whether any response has been received with regards to the letter that was sent to the Secretary of State on behalf of all elected members concerning the Wisbech Incinerator and if no response had been received when would the letter be chased in order to receive an appropriate reply. Councillor Boden sought advice from the Monitoring Officer and confirmed that to the best of his knowledge there has been no response received to date, however, he would ask officers to send a further letter to request a response. Councillor Booth thanked Councillor Boden and stated that whilst the Secretary of State must be dealing with numerous amounts of correspondence the issue does remain a significant concern for the residents of Fenland. Councillor Boden stated that he agrees that the matter is highly important and added that Government Ministers are in place to do a job, however, just because they are busy it does not preclude them from responding to a letter from the residents of Fenland.

C23/24 **TO RECEIVE REPORTS FROM AND ASK QUESTIONS OF CABINET MEMBERS WITH PORTFOLIO HOLDER RESPONSIBILITIES, IN ACCORDANCE WITH PROCEDURE RULES 8.1 AND 8.2**

Members asked questions of portfolio holders in accordance with Procedure Rules 8.1 and 8.2 as follows:

- Councillor Rackley stated that he has recently heard that the taxi tariff has increased and having been a taxi driver for many years it is his understanding that the Council does not set actual fees to be charged and deals only with the maximum tariff. He asked Councillor Hoy for an explanation. Councillor Hoy stated that the Council sets the maximum amount that is allowed to be charged by hackney carriage drivers and they can charge less than that which she is aware a number of companies do. She stated that the Licensing Committee did consider the tariffs some time ago and set them following a consultation, this was discussed at the Cabinet meeting which took place earlier, however, an hour before the start of the Cabinet meeting, Councillor Patrick submitted a number of responses from taxi drivers who claim that they do not support an increase, however, she has not been able to verify those responses due to the short timescale. Councillor Hoy stated that the item will be deferred to a future Cabinet meeting and, therefore, the rise will not take place which, in her opinion, is disappointing. She added that she has read comments online which appear to state that she does not support hackney carriage drivers and that she favours private hire drivers, however, after today's decision it is the hackney carriage drivers who are suffering because they cannot raise their fares whereas private hire can. Councillor Hoy stated that she will work with officers and write to all of the hackney carriage drivers detailing all of the facts in the letter in order to receive proper responses. She expressed the opinion that some of the figures that she has seen are incorrect and it is very important for the correct factual information to be provided and she stressed that the drivers can charge up that amount, but they do not have to.
- Councillor Patrick questioned whether Councillor Rackley is still a hackney carriage driver, and whether Councillor Rackley should have declared an interest. The Chairman advised that because a decision is not being taken with regards to the taxi tariff at today's Council meeting then the position that Councillor Rackley holds is irrelevant.
- Councillor Patrick explained that Councillor Hoy has stated that the increase is not one of 50% which, in his view, is not totally correct. He made the point that whilst it may not be a 50% rise on the first mile travelled by a taxi, however, after that £2.20 and £3.30 is definitely an increase.
- Councillor Hoy stated that is incorrect as on a 2-mile journey the increase equates to a 20% rise and a three-mile journey it is a 30% rise. She added that the system used for calculation is not a simple system and, in her view, it is a complicated methodology which is used. Councillor Hoy emphasised that it is a maximum amount which can be charged, and it only applies to hackney carriage drivers. Councillor Hoy stated that the 50% element only comes into force if the journey is more than 30 miles and if the driver chooses to charge the meter price.
- Councillor Booth stated that he wished to raise the issue of the target times for processing housing benefit applications, with the figures quoted appearing to be the highest in the number of days taken to process applications that he can recall. He asked Councillor Mrs French if she can provide assurances that the time to process applications will be reduced significantly as in the past it has taken months to address a backlog? Councillor Booth asked for a regular monthly update to be provided, rather than wait for the next meeting of Full Council to receive the figures. He made the point that he does understand that the backlog has arisen due to the introduction of Universal Credit, however, he would like assurances that the delays can be overcome once the systems are put in place, as it does affect residents who have submitted claims. Councillor Mrs French stated that there have been a number of staffing changes at Anglia Revenues Partnership and steps are being taken to improve the time it takes to deal with applications. She agreed to ask officers to provide a monthly report to members going forward.

C24/24 **MOTION SUBMITTED BY COUNCILLOR TIM TAYLOR**

Councillor Taylor presented his motion concerning labelling meat to promote consumer choice.

Councillor Imafidon seconded the motion and Councillor Meekins opened the motion for debate. Members made comments as follows:

- Councillor Booth stated that he has no issue with voluntary labelling, and he added that the motion makes no reference at all to the Food Standards Agency (FSA), which is the registered body that would really need to be contacted. He questioned why the motion has actually come before Council as the influence that the Council has with regards to the subject matter is minimal and as a councillor he has never been approached with regards to this issue and whilst he appreciates the point made by Councillor Taylor the subject is an unknown issue. Councillor Booth reminded members that he has previously asked to put forward a motion with regards to Women Against State Pension Inequality (WASPI) and he was advised that it was not business to be discussed by the Council and, therefore, was voted down and rejected. He expressed the view that he does not object to the motion put forward by Councillor Taylor and members of Council should now vote on it.
- Councillor Carney stated that he will support the motion as consumer choice appears to be a very pertinent part of it and whilst it may not be a matter for this Council, what actually does matter is the fact that consumer choice affects everybody present and beyond. He stated that he is very surprised that the non-labelling has not occurred anyway as halal and kosher meat is labelled as such. Councillor Carney added that there are certain food production practices where certain production methods are used and he made reference to the red tractor labelling which is used for certain products. He made the point that discerning consumers will look to see the provenance of their food products which includes meat, and he feels that the motion is one small step towards achieving a voluntary scheme in the future. Councillor Carney made the point that he is unsure as to how long such a scheme would take to implement but like everything else in consumer society it will come down to cost due to the fact that if retailers are then supposed to label their meat products such as halal, kosher, non halal or non-kosher it maybe something that the retailer then uses as an excuse to increase the price of their products. He expressed the view that cost is not the issue for many people as it comes down to the moral element as to where the food comes from and is it from a trustworthy source.
- Councillor Tierney stated that the administration at County Council have taken motions to their council meetings which have nothing to do with the business of that council. He made the point that it is just virtue signalling if a motion is made about something that is of no relevance to the council and, therefore, he does have some sympathy with the point made by Councillor Booth. Councillor Tierney expressed the opinion that this motion is slightly different due to the fact that those businesses who deal with labelling of products, do listen to the views of local authorities and the Council will have some effect on what they decide. He explained that whilst he has not considered the accuracy of the motion as he has not studied its content, he does approve of customer choice as the consumer should know what they are buying, what they choose to purchase and that is down to the individual choice.
- Councillor Booth asked for it to be noted that he works within a retail distribution centre but has no dealings with any meat processing. He added that the point he was making with regards to the WASPI organisation was that he had been approached by a group of local residents who had been affected by the issue along with several thousand residents in Fenland and he was advised that it was not a matter for the Council to consider.

Councillor Taylor summed up saying that the FSA states that everything should be labelled directly from its origin. He added that he hopes that members will support the motion, and he will be contacting the FSA and Members of Parliament because there is a difference to be made on this subject. Councillor Taylor referred to the point made by Councillor Booth and added matters like those being addressed in the motion are being discussed in the Council's Rural and Farming Committee.

The motion was approved.

Councillor Hoy presented the motion on behalf of Councillor Christy concerning changes to the winter fuel allowance and protecting pensioners from fuel poverty.

Councillor Booth seconded the motion and Councillor Meekins opened the motion for debate. Members made comments as follows:

- Councillor Tierney stated that he does not understand the reasoning around why Central Government made the decision to remove the winter fuel allowance. He expressed the view that it is obviously such a bad decision which also seems to be the general consensus, and he added that he cannot comprehend why a decision has been made to harm some of the most vulnerable people by taking money off of them which they would use to heat their homes.
- Councillor Carney stated that he has recently attended some Golden Age Fairs in Tydd St Giles and Eastrea and on both occasions he has spoken to different agencies who are there supporting older people, with representatives from those agencies explaining to him how they are already being inundated with trying to provide assistance to those older people who fall just outside of the threshold of being able to receive the winter fuel allowance. He stated that he has come across two people as a result of undertaking home visits as part of his day job, where those persons have stated that they are literally only £20 above the threshold to receive the payment and it is a case of do they eat or do they heat. Councillor Carney made reference to Dr Nik Johnson, the Labour Mayor of the Combined Authority, and highlighted the strapline that the Mayor uses Compassion, Community and Cooperation, however, in his view, it appears that any compassion has been totally disregarded. He added why should the most vulnerable people in the community be subjected to this problem. Councillor Carney added that one of the housing providers that he has spoken to have explained that they have already started to discuss with some of their poorer tenants that the way to overcome the issue is to submit a claim for pension credit and then even if they only become eligible for £10 a week it then makes them eligible to receive the winter fuel allowance. Councillor Carney stated that he does not know who undertook the calculations within Central Government to reach the decision but there are now going to be millions of people across the country who are going to be eligible for pension credit and, therefore, will be eligible for the winter fuel payment which, in his view, could mean that the Government have made a terrible mistake. He expressed the view that there are going to be many people who are extremely worried about the situation.
- Councillor Mrs Laws stated that she has been a Whittlesey Town Councillor for nearly 40 years, and she has met recently with a couple of residents who are of the opinion that by claiming benefits they could be seen as scrounging. She added that they have explained that they have never had to claim anything before and have managed financially themselves and now feel embarrassed to ask for assistance. Councillor Mrs Laws stated that she has advised those individuals to make contact with the Citizens Advice Bureau who will guide them through the issue, but she added that she understands that the Citizens Advice Bureau are inundated and their appointment list is full. She stated that she agrees with Councillor Carney and added that there is no compassion, and she cannot understand why the Government would want to wish to attack the vulnerable and the elderly. She expressed the view that there maybe many who do not require the fuel allowance, but the greater proportion do require it and it is such an injustice and the Council need to lobby very hard against the decision. Councillor Mrs Laws stated that she does have concerns that the Council Tax single persons discount may also be withdrawn and if that happens then there will be more people requiring help and advice. She expressed the view that people will now find themselves in a predicament as to whether they choose to heat their properties or whether they eat properly, and many people are now so conscious of costs.
- Councillor Taylor questioned whether there is the possibility of identifying those pensioners who fall under the threshold as he is part a group which has been set up called Pro Farming United which covers England and Wales and they have agreed to provide a weekly delivery

of a wonky vegetable box to those persons who fall under the threshold.

- Councillor Miscandlon stated that he has been made aware by the Citizen Advice Bureau that if an individual can claim credits for as little as 50p they then qualify for the fuel allowance. He added that due to the decision made by the Government, the people of Fenland are going to suffer due to their gross negligence that they are inflicting on the elderly people of the country that have paid tax on their incomes throughout their lives. Councillor Miscandlon made the point that the winter fuel allowance has already been paid to those persons living in countries such as Spain, Italy and France and even as far as Australia and there is no sense in the Government's decision in his opinion.
- Councillor Foice–Beard expressed the view that the changes to the winter fuel allowance scheme are appalling, and she passed on her thanks for the motion being brought forwards to Full Council.
- Councillor Booth stated that he agrees with the majority of what has been said and passed on his thanks to Councillor Christy for drafting the motion. He addressed the point raised by Councillor Taylor and stated that the vegetable boxes he proposed are more needed by those individuals who fall just above the financial threshold for Universal Credit as they are the ones who are going to lose the allowance. Councillor Booth expressed the view that it is a rushed policy in order to try and receive publicity, but it has not been well received and the Government does not seem to wish to alter their decision. He added that there are some people who do not need the allowance due to their financial position, however, there are some people who desperately need it. Councillor Booth stated that it will disproportionately affect the residents of Fenland and the Government do need to be lobbied and have pressure applied to them. He made the point that the budget is looming and they may choose to reverse their decision. Councillor Booth stated that the Government really does need to listen to people and reconsider their decision as it does disproportionately affect the most vulnerable people in society.

Councillor Hoy summed up and stated that she would also like to thank Councillor Christy for bringing the motion forwards to Council. She added that the policy is absolutely disgusting and as a result of the Government's decision, in her view, people are going to die. Councillor Hoy stated that there are some very elderly people who really need the heating but are not going to be in a financial position to put their heating on and the people in Government should be ashamed of themselves by taking this decision because it is absolutely disgusting.

Councillor Hoy requested a recorded vote to be taken on this motion.

Councillor Booth questioned whether those members who declared an interest in this item should be allowed to vote. The Chairman sought advice from the Monitoring Officer who confirmed that if those members who declared an interest still believe that they have an open mind on this issue then they can vote, however, if they feel that they are already predetermined then they should abstain from the vote.

Councillor Booth stated that it is a financial matter and, therefore, it is pecuniary interest and some members have declared an interest as they are receiving a financial benefit.

The Monitoring Officer stated that the Council are not the decision maker on this issue and, therefore, members interests are not engaged directly. She added that this is a similar scenario with regards to Council Tax where members do not have to declare an interest but as long as members have an open mind, and they are not predetermined on the issue then she is content that everybody can vote.

A recorded vote was taken:

In Favour: Councillors Benney, Boden, Booth, Carney, S Clark, Connor, Cutler, Mrs Davis, Foice-Beard, Mrs French, Gill, Gowler, Hicks, Hoy, Humphrey, Imafidon, Mrs Laws, Meekins,

Miscandlon, Murphy, Oliver, Purser, Rackley, Roy, Seaton, Summers, Taylor, Tierney, Wallwork and Woollard.

Abstention: Councillors J Clark, Gerstner and Patrick.

The Motion was approved.

(Councillors J Clark, Connor, Cutler, Mrs Davis, Mrs French, Gerstner, Mrs Laws, Miscandlon, Murphy, Patrick, Seaton and Woollard declared that they had previously been in receipt of the Winter Fuel Allowance payment)

C26/24 OVERVIEW & SCRUTINY PANEL ANNUAL REPORT 2023/24

Members considered the Overview and Scrutiny Annual Report presented by Councillor Mrs Davis as Chairman of the Overview and Scrutiny Panel.

Councillor Miscandlon stated that he has been the Chairman of the Overview and Scrutiny Panel in the past, and he appreciates the amount of time, work and effort that members of the panel take in their role, and he fully supports them.

Proposed by Councillor Mrs Davis, seconded by Councillor Woollard and AGREED to acknowledge the broad scope of the work undertaken by the Overview and Scrutiny Panel during 2023/24.

C27/24 AUDIT & RISK MANAGEMENT COMMITTEE ANNUAL REPORT 2023/24

Members considered the Audit and Risk Management Committee Annual Report presented by Councillor Booth as a member of the Audit and Risk Management Committee.

Proposed by Councillor Booth, seconded by Councillor Mrs French and AGREED to acknowledge the work of the Audit and Risk Management Committee and its compliance with CIPFA's annual checklist for 2023/24.

C28/24 REVISED CODE OF PROCUREMENT

Members considered the Revised Code of Procurement Report presented by Councillor Boden.

Proposed by Councillor Boden, seconded by Councillor Booth and AGREED to the implementation of the revised Code of Procurement for adoption on the 24 February 2025.

C29/24 CONSTITUTIONAL AMENDMENTS: PLANNING SCHEME OF DELEGATION

Councillor Mrs Laws presented the report and stated that she is proposing some minor changes to the Scheme of Delegation in relation to Planning to assist with the efficiency and effective running of both planning services and the Planning Committee. She explained that the rationale for each change is detailed in the report and she outlined the proposed changes.

Proposed change 1: At the moment a planning application is called into committee if six letters of support or objection are received contrary to the officer's recommendation and includes if the objections are received from the same household. Councillor Mrs Laws stated that those letters of support and objection are also processed right to when the decision notice is to be issued. Councillor Mrs Laws explained that the proposal is that the six letters need to be from different households and received within the 21-day consultation period.

Proposed change 2: At the moment the Chairman of the Planning Committee is consulted on all

normal planning applications that are due to be refused by officers. Councillor Mrs Laws explained that the proposal is that the Chairman of Planning will no longer be consulted on those householder planning applications recommended to be refused. She made the point that the data indicates that only 1 out of 422 applications shared with the Chairman has been sent to committee which, in her opinion, illustrates the work required from both officers and the Chairman as not being commensurate to the benefit derived.

Proposed Change 3: The time provided for the Chairman of the Planning Committee to respond to planning consultations from the Head of Planning should be extended to the end of the working day rather than 48 hours at the moment which will provide the Chairman slightly more time to give considerations to the applications received.

Members made comments as follows:

- Councillor Booth stated that he does not object to the proposed changes and he understands the reasoning with regards to the first proposal concerning changing from six people to six householders. He added it was recently discussed at planning training where applications are submitted and then developers and agents take advantage of the system and encourage letters of support and objection to be submitted from various locations. Councillor Booth stated that he believes that the proposed change does not go far enough to resolve that matter and looking forward further consideration could be given to making further changes which can tighten up that point even further, with, in his view, consideration could be given with regards to a geographic location of where the letters are received in relation to the planning application. He referred to the Local Plan, which included community consultations and the geographic area which needed to be consulted with concerning development in the rural area and, in his opinion, that is something that should be considered. Councillor Booth added that consideration does need to be given to those persons who are going to be impacted by development and when determining larger developments then there should be a different type of test which could be considered and, in his view, the whole process needs to be streamlined. He added that he does not have any issue with the second and third proposed change but asked for clarification with regards to the difference between a householder application and a minor application.
- Councillor Connor stated that he agrees with the proposed changes presented by Councillor Mrs Laws and, in his opinion, the changes make perfect sense. He added that he reviews the applications but by implementing the changes it will free up more of his time to review the larger applications and the recommendations have his full approval.
- Councillor Mrs Laws referred to the comments made by Councillor Booth and stated that regardless of the target amount of letters needed, if people are determined enough then they will meet that number and submit letters of support or objection. She expressed the view that it would be helpful not to have them from the same properties because it is so easy just to go to one property and obtain six signatures. Councillor Mrs Laws added that with regards to the locality concerning the weight given to letters of support or objection, that weight is given from neighbours and people in close proximity to the site and there is a degree when the responses are actually reviewed in planning, which every letter that is submitted having to be uploaded to the Public Access system on the Council's website. She stated that the point made by Councillor Booth with regards to the current Local Plan is correct and this is due to be reviewed by the working party which is due to be set up for the emerging Local Plan. Councillor Mrs Laws expressed the view that the proposed changes are only minor at the current time but members will be included in discussions going forward with regards to the implementation of the Local Plan. She clarified that minor applications are less than five properties, brick walls and sheds and the proposed changes, in her view, bring with it cost effectiveness for officers time and the Planning Committee's time and whilst it is pleasing to see the number of applications being received there needs to be consideration to the type of applications being determined at committee.

Proposed by Councillor Mrs Laws, seconded by Councillor Connor and AGREED that

- the 6 or more unresolved opinions will need to from different properties and received within the consultation period. This will be for paragraph 88 (i) and (ii) of the Constitution.
- the requirement for the Head of Planning to consult the Chairman of the Planning Committee on 'Householder' planning applications when they are to be refused be removed, and
- the time provided for the Chairman of the Planning Committee to respond to consultations from the Head of Planning to be extended to the end of the working day rather than 48 hours (i.e. feedback will need to be sent from the Chairman of the Planning Committee at the end of the working day after the passage of 48 hours since the list is sent to them).

(Councillor Hicks declared that as he is a member of the Planning Committee he would take no part in the discussion on this item)

5.23 pm

Chairman

This page is intentionally left blank



Fenland District Council Fenland Hall County Road March Cambridgeshire PE15 8NQ
Tel 01354 622285 www.fenland.gov.uk

Civic Engagements

From September 21, 2024 to December 6, 2024

September 22, 2024	Afternoon Tea –Wisbech Town Council Attended by the Chairman
September 26, 2024	Royal Visit Duke of Gloucester to Nestle Purina and Peckover House Attended by the Chairman
September 29, 2024	South Holland District Council Civic Service Attended by the Chairman
October 6, 2024	Mayor of Raunds Civic Service Attended by the Chairman Huntingdon Town Council Police Memorial Event Attended by the Vice Chairman
October 13, 2024	High Sheriff Justice Service Attended by the Chairman Mayor of Ramsey Town Council Civic Service Attended by the Vice Chairman
October 17, 2024	Fenland District Council Chairman's Coffee Morning
October 19, 2024	Peterborough City Council - Sunken Garden Memorial Event Attended by the Chairman
October 21, 2024	Kings Lynn and West Norfolk Borough Council Trafalgar Day Supper Attended by the Chairman
October 22, 2024	Mayor of Wisbech Curry Evening Attended by the Vice Chairman
October 26, 2024	Mayor of Rushden Italian Evening Attended by the Vice Chairman
October 27, 2024	Whittlesey Town Council Civic Service Attended by the Chairman
November 7, 2024	St Augustine's Church Friendship Group Attended by the Chairman



Fenland District Council Fenland Hall County Road March Cambridgeshire PE15 8NQ
Tel 01354 622285 www.fenland.gov.uk

November 8, 2024	Neale Wade Remembrance Assembly Attended by the Chairman Peterborough City Council Italian Evening Attended by the Chairman
November 9, 2024	Wisbech Tram Project Unveiling Attended by the Chairman
November 10, 2024	Remembrance Sunday Events Attended by the Chairman and Vice Chairman
November 11, 2024	Veterans Day Ceremony -Cambridge American Cemetery Attended by the Chairman
November 14, 2024	Installation of Reverend Kite, St Peters Wisbech Attended by the Chairman
November 17, 2024	Mayor of Wisbech Civic Service - 1 Attended by the Chairman
November 22, 2024	Glenfields Care Home Christmas Light Switch on Event Attended by the Chairman
November 24, 2024	Mayor of Wisbech Civic Service – 2 Attended by the Chairman
November 29, 2024	Fenland District Council Staff Awards Attended by the Chairman
December 2, 2024	Orchards Care Home Elf Day Attended by the Chairman
December 5, 2024	RAF Alconbury Winter Reception Attended by the Chairman Kings Lynn & West Norfolk, mayors at Home Event Attended by the Vice Chairman
December 6, 2024	Fenland District Council Community Carol Service Attended by the Chairman and Vice Chairman



Cabinet and Corporate Management Team

Portfolio Holder Briefing Report

**December 2024
(For performance in September &
October 2024)**

Cabinet Members



Cllr Chris Boden
Leader of the Council
& Portfolio Holder for
Finance



Cllr Ian Benney
Portfolio Holder for
Economic Growth & Skills



Cllr Jan French
Deputy Leader of the
Council, Portfolio Holder
for Revenues & Benefits
and Civil Parking
Enforcement



Cllr Sam Hoy
Portfolio Holder for
Housing & Licensing



Cllr Dee Laws
Portfolio Holder for
Planning & Flooding



Cllr Alex Miscandlon
Portfolio Holder for
Leisure & Internal
Drainage Boards



Cllr Peter Murphy
Portfolio Holder for
Refuse & Cleansing,
Parks & Open Spaces



Cllr Chris Seaton
Portfolio Holder for
Transport, Heritage &
Culture



Cllr Steve Tierney
Portfolio Holder for
Communications,
Transformation, Climate
Change & Strategic
Refuse



Cllr Susan Wallwork
Portfolio Holder for
Community, Health,
Environmental Health,
CCTV, Community
Safety & Military
Covenant

Communities

Projects from Business Plan:

Support Vulnerable Members of Our Community

ARP updates (Cllr French)

ARP continue to work to identify and prevent fraud leading to an increase in Council Tax income in the following areas:

- Local Council Tax Support
- Single Person Discount
- Council Tax
- Non-Domestic Rates.

The review of Single Person Discounts continues to provide positive outcomes. The ARP team are also working with the largest Social Housing provider in the Authority to tackle Right to Buy and subletting abuse.

The team continue to seek opportunities to identify dwellings and businesses not registered or having had an undeclared change in use, leading to increased charges, including possible retrospective charges.

The further recovery work jointly funded by County Councils collected just under £1.8 million. This has increased from £1m in 2022/23 and is a great result for a small team actioning complex further recovery cases for the collection of Business Rates and Council Tax. The Fraud team's work, also jointly funded by the County Councils, identified over £3.8 Million in fraud and error last year, an increase on the previous year. This is due to the further resource funded by Cambridgeshire County Council and has allowed ARP to expand proactive fraud and error identification

ARP also launched a new improved 'Contact Us' online form which signposts customers to online forms to streamline avoidable customer contact. The Annual Billing process was exceptionally well managed achieving tighter deadlines to facilitate the use of economy post for all annual bills and notifications. ARP also successfully implemented PDF attachment e-bills in Q4 of 2023-24 and with the 2024-25 Annual Billing. A Partnership wide e-billing take up campaign is in the early planning stages, to be implemented throughout 2024-25 in conjunction with the Customer Strategy Team.

In terms of performance in 2024-25 so far, Business Rates Collection is on target and Council Tax Collection remains on target year to date. Days taken to process Local Council Tax Support and Housing Benefit is not currently on target. This is due to the ongoing rollout of Universal Credit as migration files have increased, and staff have targeted new claims, so therefore volumes remain high. The staff continue to have focus days to target areas of work, and we are confident that this will tackle the issue over the coming months.

Supporting residents to manage the effects of the costs of living (Cllr Boden)

Our customer facing teams provide support to residents struggling with cost-of-living issues in many ways:

- Issuing food vouchers
- Advising on additional benefits they can claim
- Signposting to other partners who can support
- Assisting with on-line Universal Credit (UC) applications
- Working closely with our ARP colleagues we signpost to avenues where discretionary benefits might assist
- We work with a huge range of partners who can also provide additional support, and we will link our customers into these channels
- We have just launched our Early Help Hub to provide an additional channel of support to residents who may be ready to return to the work environment, having had a protracted spell of ill-health.

On 1 October we commenced the delivery of the Work Well hub function, which is working with other partners to help customers return to employment

Homelessness (Cllr Hoy)

So far in 2024/25 (Apr – Oct) the Housing Options team has successfully addressed the housing issues for 143 households where we assessed they were owed a duty to either remain in their own or found alternative accommodation within either a 56 day prevention period or 56 day relief period. This is broken down to 82 at the prevention stage and 61 at the relief stage.

Prevention means the household has accommodation but are threatened with homelessness. Here we usually attempt to keep the household in their current accommodation.

Relief means they have left that accommodation therefore there is a need to source some alternative accommodation. This is usually the point at which a household would go into emergency interim accommodation.

Number of households seeking advice (homeless presentations) for this period were 1184. The figure last year for the same period was 1275.

Housing advice has been given to 714 households where no duties were owed by the Council. This means that following a housing needs assessment and any interventions there was no need to issue a formal homeless decision.

So far in 2024/25 we accepted 123 prevention duties and 208 relief duties with 79 households being owed a main housing duty (the latter means the Council could not resolve the housing issues presented by the household in either the prevention stage nor the relief stage and we now have a legal duty to find permanent accommodation and must accommodate them until so).

The best outcome is to resolve the housing issue for as many households as possible within the prevention stage as this keeps them in their current accommodation. The second-best outcome is finding alternative accommodation for the household within the relief stage prior to having to make a main housing duty decision. The latter means following an assessment against legislation that we sometimes need to make an adverse decision for the household such as not

being in priority need or that they are intentionally homeless. If a household is owed a main housing duty, then the Council must accommodate the household until we are able to end the duty (usually by an offer of accommodation).

This context is important as it not only demonstrates our commitment to preventative work and that we are keeping people in their home but that we are able to get involved in a household's homelessness situation early. Our prevention success rate so far in 2024/25 is 67% (the number of households prevented at this stage [82] divided by the number of prevention duties owed [123]).

There is a focus to bring this successful prevention work into resolving more households' issues at the relief stage. Our relief success rate so far in 2024/25 is 29%. (the number of households prevented at this stage [61] divided by the number of relief duties owed [208]).

The overall reported performance indicator metric, which is;

The proportion of households presenting to the Council as homeless whose housing circumstances were resolved through Housing Options work for the year = 46% (143 preventions divided by 311 households where duties were owed). This is currently orange rated. It is hoped that with new recruitment being in place by December for 2 vacancies in the team and some new affordable rented schemes becoming available for let that this will improve to year end.

Reducing Rough Sleeping (Cllr Hoy)

As at the end of October 2024, the Rough Sleeper Initiative (RSI) 5 Project were supporting a total of 17 clients. Of the 17 clients supported during this time; 6 were placed in off the street accommodation, awaiting their move on; 8 were street homeless and 3 were sofa surfing.

To date from this financial year, RSI have supported a total of 55 clients. Of the 55 individuals, we have successfully supported 24 into stable move on accommodation. This includes projects such as Housing First (a housing and support approach which gives people who have experienced homelessness and chronic health and social care needs a stable home from which to rebuild their lives. Provides intensive, person-centred, holistic support that is open-ended. Places no conditions on individuals; however, they should desire to have a tenancy), supported living routes such as Ferry Project or Amicus, the Rough Sleeper Accommodation Programme with Clarion or reconnected with family or abroad. Of the total 55, 14 had disengaged with services and contact was lost. This means they were no longer rough sleeping in Fenland, and either sourced own accommodation or had an alternative outcome such as prison or left area.

RSI continues to support our core group of entrenched rough sleepers who do not actively engage with support. We speak regularly with our MHCLG advisor regarding these clients who suffer from multiple disadvantages and liaise with partners such as the county wide Changing Futures programme to resolve the most complex cases. This cohort is known as our Target Priority Group with MHCLG and we continue to adopt a multi-agency approach with partners to ensure the most support is being delivered to these individuals.

Housing Enforcement Policy & Empty Homes (Cllr Hoy)

April 2024 – October 2024

Town	HMOs investigated	Other Homes investigated
Wisbech	19	56
March	6	25
Chatteris	8	8
Whittlesey	1	13
Villages	3	19

Total homes investigated is 158.

VILLAGE BREAKDOWN

Benwick = 1
Coates = 1
Coldham = 0
Christchurch = 2
Doddington = 1
Eastrea = 1
Elm = 1
Fridaybridge = 2
Foul Anchor = 0
Gorefield = 3
Guyhirn = 1
Leverington = 1
Manea = 1
Murrow = 0
Newton = 0
Parson Drove = 0
Stonea = 0
Throckenholt = 0
Thorney Toll = 1
Tydd = 3
Turves = 0
Wimblington = 0
Wisbech St Mary = 3

Enforcement:

In summary, since the new approach to enforcement was implemented in September 2019, out of the 162 Enforcement Notices served:

- 126 have been paid in full.
- The remaining debts will continue to be registered as a Local Land Charge on the title deeds until they are paid, or the property is sold, at which stage the debt will be recovered.

Of the 67 Final Civil Penalty Notices (CPN) served:

- 40 have been paid in full,

- 10 are subject to payment arrangements,
 - 2 are subject to formal court action,
 - 4 are with the High Court Bailiff,
 - 3 are proposed to be written off as not recoverable
 - 6 are subject to an ongoing appeal.
 - 2 are subject to early enforcement
- Of the 15 fines issued due to EPC breaches, 12 have been paid. (total £2,400)
- Of the 23 CPN's served for breaches of Electrical Safety Regulations (EICR) (totalling £114,018) £27,859 has been paid with the remaining debts subject to formal enforcement action
- Of the 11 Penalty Notices served for breaches of Minimum Energy Efficiency Regulations (MEES), totalling £32,500, £19,500 has been paid with the remaining debts subject to formal enforcement action

From April – End of October 2024 the team have issued the following penalties.

- Housing Act CPN's £22,000
- EICR £69,010
- MEES £21,000
- EPC £1,800

These figures can change through Landlord / Agent review processes. As part of the enforcement processes the team have served 20 Housing Act Notices totalling £5,200.

Empty Homes

The tables below represent properties brought back into use up to and including 31 October 2024.

Table 1

Represents the total number of properties brought back into use through officer involvement.

From 1 April 2024 to 31 March 2025

	LTE 6-11MTHS	LTEP 12MTHS +
Total Officer involvement	15	31
Total for the period	1.4.24 – 31.3.25	46

Table 2

Represents the number of properties brought back into use for the New Homes Bonus
From 3 October 2023 to 7 October 2024 (annual deadline)

	LTE 6-11MTHS	LTEP 12MTHS+
Total Officer Involvement	42	40
Total for the period	3.10.23 - 7.10.24	82

Empty Homes case example Update:

Property Empty since 13 February 2022.

On more than one occasion the Empty Homes Officer provided developer, auction and local estate agent details to the executor and early Autumn a developer viewed the property with a view to making an offer. On 7 October the officer received confirmation that an offer was accepted, and the completion is currently progressing with their legal teams. This property will be fully renovated and used as a rental.

Golden Age & Supporting older people (Cllr Wallwork)

Two Golden Age Fairs have taken place at Eastrea Centre, Whittlesey on Friday 20 September and Tydd St Giles Community Centre on Friday 13 September 2024.

Both were very well attended by partners and at the events we had the following organisations join us to provide information, advice and guidance; Citizens Advice Rural Cambs, Age UK, Cambridgeshire County Council, College of West Anglia, Whittlesey Community Pantry, Disability Information Services Huntingdon, P3 Charity, CamSight, March Model Railway, Library Service, CPFT, Healthy You, POSH foundation, NHS talking therapies, Cambs Fire and Rescue, Everyturn charity, Anglian Water, Accent Housing, Active Fenland, RAF Benevolent Fund, Social Prescriber, SUN Network, Care Network, Dynamic Health and Clarion Housing.

We had over 100 over 60's visiting the Eastrea event and 88 visiting the Tydd St Giles event with some great feedback from partners and residents.

Promote Health & Wellbeing for all

Leisure & Freedom Updates (Cllr Miscandlon)

The leisure centres continue to attract many customers day in day out, however the targets that Freedom have set themselves this year are very challenging, with Q1 attendance numbers slightly below last year. Q2 figures will be available in late November.

The recent turnover of key staff – the Manor Centre manager has recently accepted a job at a neighbouring authority and the George Campbell Manager left to work for a pharmaceutical firm in Cambridge in their staff-only fitness facility – does impact on the service. Recruitment is underway to address this.

In Q1 2024 attendances compared with the previous year are as follows;

Hudson	Apr-23	May-23	Jun-23	FY23/24 Q1		Apr-24	May-24	Jun-24	FY24/25 Q1	
Total ACTIVE Participation	15169	14501	14335	44005		13526	15280	12539	41345	94%
Freedom Fitness	4429	4395	3975	12799		3301	3607	3245	10153	79%
Group Exercise	2605	2135	2169	6909		2118	2207	2387	6712	97%
Public Swimming	2928	2921	3085	8934		3030	3779	2307	9116	102%
Swimming Lessons	4579	4610	4623	13812		4068	4895	4020	12983	94%
Soft Play	628	440	483	1551		1009	792	580	2381	154%

Manor	Apr-23	May-23	Jun-23	FY23/24 Q1		Apr-24	May-24	Jun-24	FY24/25 Q1	
Total ACTIVE Participation	10013	9904	9651	29568		9699	12731	11007	33437	113%
Freedom Fitness	1749	1756	1792	5297		1875	2010	2101	5986	113%
Group Exercise	1563	1774	1628	4965		2057	2049	1557	5663	114%
Public Swimming	2787	2621	2768	8176		2620	2731	2164	7515	92%
Swimming Lessons	2907	3103	2867	8877		2174	4987	4739	11900	134%
Soft Play	1007	650	596	2253		973	954	446	2373	105%

George Campbell	Apr-23	May-23	Jun-23	FY23/24 Q1		Apr-24	May-24	Jun-24	FY24/25 Q1	
Total ACTIVE Participation	8052	7951	8244	24247		6989	8505	8098	23592	97%
Freedom Fitness	642	933	970	2545		1195	1225	1340	3760	148%
Group Exercise	2541	2106	3023	7670		2395	2522	2499	7416	97%
Public Swimming	3124	3156	2506	8786		1144	1710	1276	4130	47%
Swimming Lessons	1745	1756	1745	5246		2255	3048	2983	8286	158%

Chatteris	Apr-23	May-23	Jun-23	FY23/24 Q1		Apr-24	May-24	Jun-24	FY24/25 Q1	
Total ACTIVE Participation	1819	2351	1815	5985		2587	2443	2416	7446	124%
Freedom Fitness	1000	1410	959	3369		1239	1261	1279	3779	112%
Group Exercise	819	941	856	2616		1348	1182	1137	3667	140%

Memberships:

Fitness Memberships have risen in Q1 by 137 when compared with last year. This, despite a

reduction at the George Campbell of 134 members. Freedom continue to promote memberships, the advantages of being active and have active social media posts going out to the local community regularly.

Swimming Lesson Memberships:

2,893 children were learning to swim in Fenland’s pools every week at the end of June. This is a slight reduction on the same time last year with the Hudson and George Campbell seeing a drop in numbers. This will have been impacted by the pool filter replacement pool closure (2 weeks) at the George Campbell and also the failure of pool pumps (another shorter closure).

With both membership there is usually a change monthly with people dropping out and new people joining each membership. Freedom has set tough sales targets for the year to grow both memberships. At present these are not being met – again the changes in managers will be impacting this.

Marketing:

The information below highlights the number of followers on various social media channels.

Centre	Platform	April 2024	May 2024	June 2024
Chatteris Leisure Centre	Facebook	1,179 (+30)	1,180 (+1)	1,193 (+13)
Chatteris Leisure Centre	Instagram	409 (+10)	415 (+6)	415
George Campbell Leisure Centre	Facebook	2,222 (+64)	2,222	2,230 (+8)
Hudson Leisure Centre	Facebook	732 (+18)	747 (+15)	749
Hudson Leisure Centre	Instagram	1,942 (+60)	1,947 (+5)	1,962 (+15)
Manor Leisure Centre	Facebook	1,179 (+30)	1,180 (+1)	1,183 (+3)

The reach to current and potential customers of marketing through this media may be seen in the table below:

	Post Reach	Interactions	Posts	Visits	Link Clicks
April 2024					
Chatteris Leisure Centre	21,867	380	62	4,673	1,055
George Campbell Leisure Centre	16,489	276	25	7,871	143
Hudson Leisure Centre	22,645	310	29	3,809	1,062
Manor Leisure Centre	31,225	408	53	6822	886
May 2024					
Chatteris Leisure Centre	18,040	459	77	4,689	332
George Campbell Leisure Centre	27,443	271	27	3,964	1,607
Hudson Leisure Centre	28,429	156	39	2,832	796
Manor Leisure Centre	10,888	151	68	2,568	197
June 2024					
Chatteris Leisure Centre	25,673	370	109	1,711	780
George Campbell Leisure Centre	17,471	86	47	2,142	356
Hudson Leisure Centre	32,728	402	60	2,895	1,008
Manor Leisure Centre	18,183	199	45	2,106	409

Freedom offers a mobile app’ for people to use to access bookings and receive information about their local facility. The number of active app users is as follows:

Centres	Club Users			
	April 2024	May 2024	June 2024	Increase in Club Users
Chatteris Leisure Centre	6,441 6,521	6,597	6,675	234
George Campbell Leisure Centre	10,908 11,026	11,166	11,282	374
Hudson Leisure Centre	10,081 10,240	10,405	10,561	480
Manor Leisure Centre	9,394 9,548	9,691	9,816	422

Active Fenland (Cllr Miscandlon)

Healthy You Project

Healthy You is currently running 12 programmes across Fenland, including in Chatteris, March, Whittlesey, Wimblington, and the Wisbech area.

Two Couch to 5k sessions in March and Wisbech are fully booked, and this is a popular programme encouraging participants to get active, meet new people, and work towards a Parkrun event, which is free and held worldwide. Offering participants a goal beyond the programme is crucial for maintaining both physical and mental health benefits.

Yoga sessions are also in high demand, with both Wimblington classes and one Wisbech session fully booked.

Looking ahead, Healthy You is planning a Bootcamp for the new year, as well as new walking groups, which are already in the planning stages. Additionally, several further Couch to 5k sessions will be launched in the new year.

In partnership with Living Sport, we are also developing a Virtual Festival for families and schools, set to take place in January 2025.

Level 4 Activity sessions

Wisbech Diabetes classes running at the Hudson, with Whittlesey sessions at the Manor to follow shortly. Classes in March and Chatteris will be added once a new instructor is trained or recruited. Both self-referral and medical referral pathways are available, with ongoing collaborations with Healthy You and local surgeries.

The **Phase 4 Cardiac Rehab** class at George Campbell is thriving, with referrals from CPFT Phase 3 Cardiac Rehab and Addenbrookes. Active promotion is underway to boost referrals from local surgeries and PCNs. Attendance in Whittlesey remains lower, but outreach efforts continue. Two new classes are planned for Wisbech and Chatteris, pending recruitment of qualified instructors.

Pre-Fit and Strength & Balance classes are successfully running in all towns across the district, greatly benefiting the older community. A new chair-based class will also launch in Doddington in November, providing even greater access at this popular location.

Wellbeing Project

The Wellbeing Programme offers a variety of activities, including Wellbeing Dance & Stretch

and Wellbeing Kickboxing.

Love to Move Dementia community exercise sessions are held in Chatteris and March, and a Care home session being delivered in the Gables, Chatteris. As well as supporting Love to Move delivery at the The Damsons, Alan Hudson Day Treatment Centre & Lyncroft Care home in Wisbech.

Four successful Tea Dances have been held, attracting 40-50 attendees each, with the latest delivered in Chatteris last month.

Rambler's walks continue to grow across the district, with increasing participant numbers. The partnership with the National Trust is flourishing, with 12 sessions delivered over the summer. This success was highlighted during a recent visit by the Duke of Gloucester, where our coordinator, Heidi, was invited to demonstrate and discuss the programme.

Healthy Weight Programme

The Council has secured an extension for our public health-funded Healthy Weight Project. After the departure of our coordinator, we are partnering with Huntingdonshire District Council (HDC), who have successfully managed a similar project. This partnership ensures continuity and effectiveness, as retraining staff would have been time-consuming and challenging. 3 sessions each have been launched in Wisbech and March. The 12-week course includes a fully funded, complimentary 90-day membership to Freedom gyms, a key benefit made possible by the grant.

This arrangement is expected to deliver the best results given the Council's current capacity constraints.

Active Fenland Participation Figures

	July	August	September	October
No. of NEW participants	53	103	46	31
Participant throughput	1061	1054	595	810
No. of sessions (incl. walks)	135	92	87	97

Health & Wellbeing Update (Cllr Wallwork)

The Help Hub

The health funded Help Hub has been operational since 3 June and by the end of October, it had triaged 220 residents who are either unemployed or have a GP sick note. Referrals have identified a wide variety of complex issues for which we are able to enable support. The FDC triage team have worked with each client to understand the root cause of any barriers preventing work and referred them to a plethora of supporting agencies either in the voluntary and community sector or the public sector. It has been pleasing to see that there are examples of when the Council is now getting earlier heads up of a potential issue relating to our core services to make earlier and lower cost interventions. Examples of support include:

- Assistance with completing Direct Housing Payments for help with rent arrears and shortfalls in rent.
- Volunteering organisations to help keep active and for social support.
- Referral to the Richmond Fellowship to offer support with existing employer

Two example case studies about the support provided are:

Referral A owned his own business but had a bad experience and lost his confidence spiralling into depression. He hadn't worked for some time and also admitted to a history of physically and verbally abusing partners. He was signposted to Richmond Fellowship, Volunteer centre Fenland, volunteering service, money helper, and given the number for Perpetrators of Domestic abuse. He has been in touch with most of these services and had a job interview as a result of talking to one of the volunteer services. He also has application forms for another 3 jobs, signed up for a relationship workshop and is attending counselling sessions.

Referral B is living with a friend as he couldn't afford the rent where he was. This friend now needs the room. He had an accident in 2010 with permanent injuries including memory issues. He was married but the impact of the accident resulted in divorce. We discussed the Workwell project (see below), and he is interested in this if he hasn't found work by then. Work is an issue as he is an engineer by trade but can no longer understand the drawings. He worked as a delivery driver but due to the injuries, lost that job as was making mistakes. Completed homeless application – given accommodation within 2 days. Ready to start looking for work and will be volunteering in the meantime.

A presentation was given to the North Place partnership Board detailing the progress of the Help Hub pilot and positive feedback was provided by the board.

The success of the pilot can be further evidenced by the successful submission by the council to deliver the Workwell programme. This means that that the council will receive further funding for an additional 18 months, at no cost to the general fund.

Work with partners to promote Fenland through Culture & Heritage

Working with partners to promote Fenland through Culture & Heritage (Cllr Seaton)

Fenland Culture Fund:

Work has started ready to launch the second round of the Fenland Culture Fund in November 2024. This partnership project funded by Arts Council England and the UK Shared Prosperity Fund saw a combined value of more than £34,000 awarded to 19 successful applicants for projects across the district during 2024. The second round will be launched in person with a total value of £50,000 worth of grants available.

Place Partnership Fund: An expression of interest to the Arts Council England Place Partnership was submitted, with Clarion Futures as the lead applicant and FDC as a strategic partner, among other key local partners. If successful, the project will see developed infrastructure and cultural leadership alongside developing festival activity culminating in new district-wide, multi-art festival activity in the summer of 2027. The expression of interest was accepted, and a full application is in development for submission before the end of November.

Fenland Poet Laureate:

Preparations are underway for the 2025 Fenland Poet Laureate Award. It will open for entries in early December and the current Fenland Poet Laureate Hannah Teasdale will be attending various FDC events over the winter period to read her poetry.

Supporting groups to hold public events (Cllr Murphy)

The summer festivals culminated with Whittlesey Festival in September. Local volunteers have worked tirelessly to fund raise this year, gaining several thousand pounds in both public and private sponsorship. This meant that much loved attractions including free children's rides and military displays could be offered.

Despite a torrential down pour at lunchtime the crowds remained, and so did over 100 classic vehicles. Whittlesey Festival Committee is a shining example of local residents and businesses offering their time and skills to deliver incredible things.

Some examples of local volunteers who committed their time and energy include; David Bailey who brought together 2 full stage programmes of musicians, Andrew Stimson for organising over 100 classic vehicles, Marija Lysak for running an all schools art competition and local businessman Carl Flippance who set a website up for the group, through which sponsorship is already being generated. Averil Cosstick, Tina Overton and Jenny Parker worked to generate sponsorship and raise funds.

Over the coming months we will be supporting Wisbech to deliver their Christmas Fayre, providing staffing support to March Christmas market to develop plans for St George's Fayre 2025.

Pride In Fenland Awards (Cllr Wallwork)

Plans are underway for the Pride In Fenland event in 2025

Key PIs:

Key PI	Description	Baseline	Target 2024/25	Cumulative Performance	Variance (RAG)
ARP1	Days taken: new claims and changes for Council Tax Support	9.52 days	10.00 days	11.72	
ARP2	Days taken: new claims and changes for Housing Benefit	7.37 days	9.00 days	13.34	
CELP1	Total number of private rented homes where positive action has been taken to address safety issues	294	250	180	
CELP2	The proportion (%) of households presenting to the Council as homeless whose housing circumstances were resolved through Housing options work	45%	53%	46%	
CELP3	Number of empty properties brought back into use	86	50	46	
CELP4	Number of Active Fenland sessions delivered and total attendance per year	621	600	789	
CELP5	Satisfaction with our leisure centres (Net Promoter Score)	47	38	N/A (March 2025)	N/A
CELP6	Value of Arts, Culture and Creativity Grants achieved in Fenland	£199,000	£201,000	N/A (March 2025)	N/A

Key:	
	Within 5% of target
	5-10% below target
	10% or more below target

Comments
The time taken to assess Council Tax Support new claims/changes (ARP1) has not been achieved this month. This is partly down to an increase in claims as Universal Credit migration continues, as well as some host-based system issues experienced in the early part of the year. Focus days have been put in place to address this, the impact of which is starting to be seen (with the in-month performance achieving 9.07 days).

The number of days to process Housing Benefit new claims and change of circumstances (ARP2) has not met the target at the end of Quarter 2. Several focus days have been held recently with an emphasis on new claims, the impact of this is starting to be seen (with the in-month performance achieving 9.52 days). We have also made changes to phone rotas and work allocation to improve efficiency.

Environment

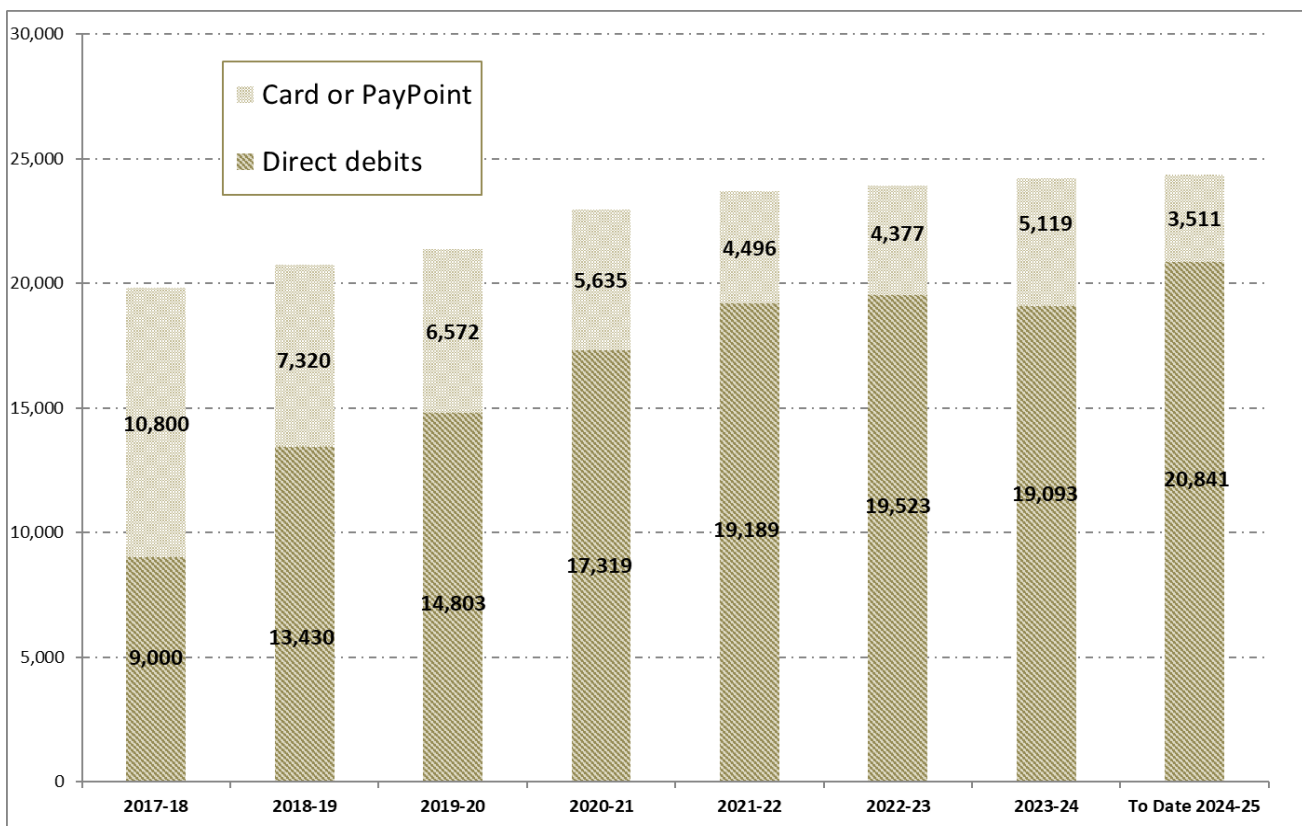
Projects from Business Plan:

Deliver a high performing refuse, recycling and street cleansing service

Garden Waste Collection (Cllr Murphy)

To date this year we have 24,352 subscriptions, with 86% direct debits and a total of £1,111,109 of income to cover the costs of providing the garden waste service. Last year there were a total of 24,212 subscriptions, with 78% direct debits, which generated an income of £985,000. This income covers the costs of providing the service.

Garden Waste Subscriptions 2017-2025



The fees charged for the garden waste service increase as costs for providing the service increase, however with the direct debit fee, Fenland remains one of the lowest priced garden waste services in the Eastern Region.

Delivering clean streets and public spaces (Cllr Murphy)

The cleansing team works 7 days a week, 364 days a year to keep Fenland's streets and public open spaces clean.

In the first half of the year, the team have received 774 requests from the public to resolve environmental issues, such as litter, broken glass, flytipping, drug related litter or similar. 90%

(693) of these were attended and dealt with the same or next working day.

The scheduled cleansing and Rapid Response service, with support from Fenland's active local volunteers, including Street Pride groups, deliver clean streets and public open spaces in Fenland. The standard of cleanliness is monitored by Street Scene officers using Keep Britain Tidy surveying methodology across a range of land use types and all wards. Since April, officers have completed 591 surveys for litter and street sweeping and found 578 to be of a suitable standard (98%).

Working with key stakeholders to deliver an effective waste partnership and update the Cambridgeshire & Peterborough Waste Strategy (Cllr Tierney)

The Cambridgeshire & Peterborough Waste Partnership has delivered jointly procured contracts for the transport, sorting and onward sale of the dry recycling materials collected in blue bins across the area. These contracts commenced in September 2024 and Fenland's dry recycling materials are now being sorted and processed for onward sale by Biffa at their Edmonton plant. This will allow the Council to prepare for the anticipated changes in waste legislation over coming years.

Deliver a competitive trade waste service (Cllr Murphy)

The Council's commercial waste service offers residual, recycling and food waste collections for small to medium sized enterprises across Fenland via wheeled bins and sacks.

The service has 612 customers at present generating just over £250,000 of income in the first half of the year. The team collected a total of 600 tonnes of commercial waste, of which 110 tonnes was recycling or food waste.

Monitor and respond to the DEFRA Waste & Resources Strategy consultation with RECAP partners (Cllr Tierney)

The Council has received more than £1 million of capital funding from Defra to commence the work developing the food waste services as set out in The Environment Act for April 2026. A cross departmental team will shortly be created to design and manage this project with support from relevant portfolio holders and regular updates to Cabinet and Council.

Work with partners and the community on projects to improve the environment and streetscene

Tackling fly-tipping, illegal parking, dog fouling, littering and ASB (Cllr Murphy)

Total number of fly tips during this time (including August as these were not reported in the previous report). Wisbech rural villages have been the most affected across the district.

Month	Total	Chatteris	March	Whittlesey	Wisbech	Villages
August	173	6	23	14	81	49
Sept	149	7	19	6	75	42
October	176	6	31	9	71	59

The Street Scene Team aim to be as proactive as they can and aim to attend fly tipped sites to look for any evidence and bring those responsible to account. Some of our proactive work is included below:

- 1 female has been issued with a £150 fixed penalty notice for littering in March. This has now been paid.
- 1 male from Wisbech has been issued with a £400 fixed penalty Notice for breaching his householder's duty of care when waste linked back to him was found dumped in Lords Lane.
- 2 Formal Interview Under Cautions have been carried out. All were questioned in connection with waste fund dumped.

Additional enforcement work is taking place on March Marketplace to raise awareness of the parking order following the recent improvement works. Sadly, we have had to issue **6 parking fines** to cars who were found to be parking illegally.

The team have received **a total of 73 reported abandoned vehicles. All were investigated and 5 were removed by our contractor** due to be a danger to the highway.

Maintain parks and open spaces through grounds maintenance contractor (Cllr Murphy)

Fenland and Tivoli, our grounds maintenance contractor continue to work well together. The grass cutting season went very well this year with very few complaints and some compliments received.

Tivoli are into the last year of a 10 year contract now, ending in October 2025, and the Council is currently assessing the best approach to ensure that a cost effective grounds maintenance provider is in place from November 2025 onwards.

Support community groups including Street Pride, In Bloom, Green Dog Walkers and Friends of groups (Cllr Murphy)

In October, a newly appointed environmental projects officer joined the council in order to continue support for the important community volunteers who commit their time to improve the environment.

The Street Pride groups continued to deliver their regular works across the Fenland market towns and villages, ensuring the district remains a clean, safe and pleasant place to live, work and visit.

Whilst there are challenges in recruiting and retaining volunteers across the voluntary sector, many of Fenlands Street Pride groups have maintained excellent numbers and utilised their various skill sets to grow their resources through running fundraising events and championing their work. We are immensely proud of our groups for the hard work they commit to maintaining a strong volunteer workforce, which is not limited to our market towns.

Murrow Street Pride meet regularly and have become pillars of their community, regularly running litter picks, planting and even sourcing a community bench and bus shelter for Murrow. They feel their success is largely owed to how they promote the social element to volunteering, by encouraging their volunteers to meet for coffee and cake (and sometimes a pub visit).

Going forward, we are looking to facilitate improved learning and skill sharing between Street Pride groups and find new ways to promote the excellent work they achieve. A new monthly Street Pride Network was launched in October as an opportunity to bring together representatives from all the volunteer groups to discuss what they have been up to and to share successes and challenges. The Network will meet on the last Thursday of each month via Microsoft Teams, chaired by FDC's new Environmental Projects Officer.

Deliver the Council's carbon reduction and climate adaption plan (Cllr Tierney)

Working in partnership with Cambridgeshire Energy and Retrofit Partnership, the allocation of home energy upgrade funding has continued positively in Fenland with 154 properties approved for grant funding. This equates to grant funding in the region of £300,000 in 2024. This is the second year of a 2-year funding stream and the partnership are currently expressing an interest in the Warmer Homes grant funds that may be accessed for 2025 and beyond. Cambridgeshire Combined Authority have also offered support to bridge any gaps between one fund ending and another beginning. The table below shows progress across the county area.

	No. of approved properties	No. of clean heat measures	No. of energy efficiency measures
Cambridge City Council	6	6	17
East Cambridgeshire District Council	85	48	153
Fenland District Council	154	64	259
Huntingdonshire District Council	20	10	31
South Cambridgeshire District Council	66	17	99

In May 2024 the county wide solar together scheme closed as period of the contract had ended. The scheme, which is part of a community switching programme, is open to any resident to enter therefore the Cambridgeshire contract was no longer required.

The council has been successful in accessing a grant under the Net Zero Village fund which is funding made available by the Combined Authority. The grant is a maximum amount of £93,000 with 10% of the fund eligible for assigning to any administrative costs incurred.

The Grant is for capital projects up to the value of £30,000 and only for community assets. For

example, projects could relate to buildings, land, equipment or other capital-related expenditure.

The criteria for the fund includes:

- Tackling energy use and/or support energy efficiency or generation retrofit to community buildings,
- Enabling access to public transport or access to local services through low carbon transport,
- Nature based solutions to tackle overheating of community buildings or reduce risk of flooding,

The net zero fund will be launched in December for early expressions of interest from local community groups. Applications will be considered in early 2025 and projects awarded for completion by 2026.

Review the current arrangements for parking enforcement in Fenland (Cllr French)

There is no further update on the implementation of the CPE project. Currently progress on the implementation of CPE has been paused until such time as additional funding in region of £500,000 is found or committed.

Reference should be made to the joint portfolio holder report for May and the Cabinet report dated 18/12/2023 - Property, Assets & Major Projects – On and Off-Street Parking Enforcement Update Paper.

An alternative for regulating FDC's off-street car parks could be to implement a District Wide off-street parking places order across all FDC owned car parks. The cost is estimated to be in the region of £75,000. Whilst this would not provide enforcement for on-street highway areas, this would enable off-street parking areas owned by FDC to be regulated and enforced which in turn would free up parking spaces associated with misuse and help reduce on-street parking contraventions.

Street Lighting (Cllr French)

Streetlight Repairs & Maintenance

A total of seventy-two streetlight faults were reported and attended to during the months of September and October by Fenlands streetlight maintenance contractor on behalf of FDC, Clarion Housing Association and the seven Parish Councils that FDC provide streetlight services for. Forty-two of the reported faults related to District Council streetlights during this period.

An overview of the fault attendance can be seen below. These figures exclude any programmed replacement or upgrade works.

Fenland DC -	42 Fault Reports
Clarion -	2 Fault Reports
Parish -	28 Fault Reports

The above figures include three faults which required emergency attendance.

The streetlight service provider contract with Cable Test Ltd ended on 3rd November 2024. Following an open national tendered exercise Woodstock Streetlighting Services Ltd from Harlow have been appointed. The contract will initially be for a three-year term with the option to extend for a further two years. The new streetlight repairs, maintenance and replacement works contract commenced on 4th November, however due to some long material lead in times some items required for replacement works are unlikely to be in stock until late December/January.

Capital Streetlight Replacement Works

The vast majority of streetlight replacement or upgrade works ordered through the former contract with CTL were completed at the end of October. Any outstanding works will be carried forward to the new contract with Woodstock. Some permanent connectivity works are still outstanding with UKPN and officers continue to progress these.

The remaining capital streetlight replacement and upgrade works shall be ordered through the new contract with Woodstock following the initial settling in period. The vast majority of the streetlight electrical and structural testing works which commenced in August were completed at the end of October. Testing works associated with approximately 175 streetlights that could not be accessed remain outstanding and will require a return visit. Most of streetlights that could not be accessed was due to vegetation overgrowth.

FDC Car Park Maintenance (Cllr French)

FDC's public car park asset inspections are due to be undertaken in November/December and any associated defects shall be quantified and actioned.

The FDC car park gully and surface water drain cleansing works contract has been tendered and ADC appointed as the service provider for the next three years. Gully cleansing works will commence in January/February 2025 following the seasonal leaf fall.

The car park winter gritting contract has been tendered and Ringway Infrastructure Services appointed for the winter gritting provision.

Progress is being made with the National Trust, associated with the Chapel Road car park lease renewal which is being overseen by the FDC Estates Team. FDC's former lease will hold over on a protected lease arrangement until the new lease agreement has been agreed.

Work with partners to keep people safe in their neighbourhoods by reducing crime & antisocial behaviour and promoting social cohesion

Community Safety Partnership updates (Cllr Wallwork)

- Rural engagement has taken place in Parson Drove and Manea. There was good attendance at both by partners and public. The Manea session was held at the fire station and might provide a bit of a blueprint for future events.

- A Community Safety Partnership Engagement session took place in March Library on 25/09/2024, coordinated by the community safety team at FDC. It was supported by police, Bobby Scheme and Neighbourhood Watch and Cambs Fire & Rescue. Residents were assisted with issues relating to scams, parking, neighbourhood disputes, and how to access the police complaints procedure.
- FDC Community Safety joined the Police on Safer Business Week where visits were made to retail premises to discuss concerns linked to crime and ASB. This also provided opportunity to restore public confidence in general policing. Businesses engaged well and were provided with advice and guidance on reporting and reducing shoplifting. Information was collated regarding known and new profiled offenders, enabling the neighbourhood police to update their intelligence systems.
- Development and distribution of a reporting leaflet, which gave guidance on who to contact in different situations. The leaflets were developed alongside Police and distributed in partnership.
- FDC staff accompanying Police on high visibility patrols linked to Op Luscombe, the police led partnership approach to tackling street based ASB/nuisance.
- The Third-Party Hate Crime Reporting Centre list for Fenland has been refreshed, with new centres participating in the scheme, including organisations that work primarily with youth and sports such as Martial Arts and Kick Boxing.
- Hate crime awareness sessions held:
 - Diverse Communities Forum annual conference,
 - Clarion Wisbech community day
 - The CSP Wisbech community engagement event in November.
- Under the Safer Streets 5 initiative, a joint FDC and Neighbourhood Watch (NHW) promotion was conducted at a residential area in Wisbech to increase membership of NHW South Brink Scheme. It is expected this session will see the scheme increase from 4 to 14. There were 17 addresses where a calling card was left which may see the 14 increase further.

Fenland Diverse Communities Forum updates on delivering the Community Cohesion Action Plan (Cllr Wallwork)

The Diversity Forum was founded to assist in addressing the cultural and structural inequalities around diversity and gain representation on local matters from all parts of our communities. The Council and its partners are keen to engage with local community groups, including Black Minority Ethnic and perceived hard to reach groups. The Forum has representatives from agencies and community groups working across Fenland and neighbouring areas.

Members of the Forum continue to work to minimise community tension and build community cohesion. Members have demonstratable knowledge, experience and expertise in equality and diversity issues so they can make a significant contribution to the work of the partnership,

minimise any potential duplication of effort and maximise and focus on agreed partnership outcomes. The Forum provides ongoing links with and between partners in the statutory, community & voluntary services as well as faith groups.

It also helps celebrate and raise awareness of many key dates such as Diwali, LGBT, Black History & Gypsy Roma Traveller Months, Hate Crime Awareness Week and other key days throughout the year.

All partners work together to provide services that meet the needs of everyone in the community. In order to establish how we can improve services, there are regular group meetings to discuss this, and an agreed DCF action plan is refreshed annually to develop/ deliver projects to assist in integration and provide appropriate Information, Advice and Guidance to help people to access mainstream services. We also work through these contacts to share positive messages back out to the community, on the importance of good community relations and counter misinformation to resolve tensions before they can escalate.

The action plan has six agreed themes to achieve the change partners seek.

- Better life opportunities – Education, aspiration and skills;
- People have a sense of belonging to the area – Improving access to services;
- People have a sense of belonging – Integration and celebration;
- Positive relationships within & between communities – including crime reduction & promoting a safer community;
- Diversity is valued – supporting the most vulnerable people;
- Health & Welfare.

The partnership action plan is driven, coordinated and managed through a core partnership group and primarily focuses on positive community outcomes. All proposals are then shared and agreed with our local community and agreed or tweaked following this engagement. An example of the partnership's work is shown below

Members of the DCF assist, have supported Western/ Eastern European communities to apply to the EU Settlement Scheme who otherwise were unable to apply due to lack of language, literacy or computer skills who otherwise would not have been able to apply.

The EU Settlement Scheme (EUSS) is a registration process for EU nationals and their family members who wish to stay in the UK after the UK left the EU. All EU nationals who do not have British citizenship will need to apply for settled status.

The EU Settlement Scheme (also referred to as Indefinite Leave to Remain) allows people who came here from Europe prior to BREXIT to continue to live, work and study here in the UK. It also means that they continue to be eligible for:

- public services, such as healthcare and schools
- public funds and pensions
- British citizenship if you want to apply and meet the requirements.

The latest local quarterly figures show the numbers of people who have obtained settled status in Fenland and other local authorities nearby:

- Cambridge – 35,340 – very high numbers of Italians – previous quarter 34,710 people.
- ECDC – 8,560 previous quarter 8140.

- Fenland – 20,640 – previously the last quarter showed 20,080 people, of these 6,230 people were from Lithuania, 5,730 people from Bulgaria. We have one of the largest Bulgarian communities in the East of England for a district council and only Boston outside of a large Town/ City has more Bulgarian people. From the figures and feedback from the community the Bulgarian population continues to grow, and anecdotal information also states that many Bulgarians are relocating to Fenland from other areas. These numbers are not included in this information as they may have gained settled status elsewhere in the UK.
- Hunts – 14,260 previous quarter 14,010 people.
- WNKLCB – 15,000 previous quarter 14,540.
- Peterborough – 75,150 previous quarter 74,350 people.
- SCDC – 14,400 previous quarter 14,010.
- S Holland – 21,200 previous quarter 20,820.

If people do have settled status, then they can then be out of the UK for 5 years (4 years if they are Swiss) without losing their status. Returning to the UK for visits will 'reset the clock' so they can be away for a further 5 (or 4 if you are Swiss) years – people need to carefully keep the evidence of returning to the UK or they can lose this status/ right to remain in the UK.

Community Safety Grant Agreement updates (Cllr Wallwork)

- Signposted a victim of domestic abuse who was looking for help with several areas including housing, cost of living and children special education needs. The customer attended a rural engagement event and whilst the advice sought wasn't primarily about community safety, we were able to support them with appropriate advice. At the same event we were able to help support and signpost a person who was seeking advice linked to their hearing loss. Arrangements were also made for Cambs Fire & Rescue to contact them to provide advice on smoke alarms
- An elderly customer suffering from complex health issues who presented to FDC extremely distressed, was supported with concerns about a long-standing neighbourhood dispute with their neighbour. The customer was taken to safe space in Fenland Hall to understand their concerns. Joint visits with police were made to the customer and the alleged perpetrator in an attempt to resolve the situation.
- Worked with Streetscene to look at options for dealing with cars advertising services without permission – this has been an ongoing project where we have looked at all options open to us to best deal with the problems including reaching out to other councils for advice.
- Ongoing ASB/Environmental/Empty Homes Case. Subject's house was in a poor state of repair, insecure, and overgrown garden that were attracting young people who were causing nuisance which was negatively impacting the immediate neighbour and others nearby. The subject and owner of the house was not engaging with FDC teams. Following the serving of a Closure warning notice the subject contacted FDC and agreed to work with FDC and take action to improve the overall situation. This remains an on-going piece of work involving regular contact with the owner and site visits to continue to offer support and advice.
- Potential waste management operation and storage of collected goods had blighted a

private residents car park linked to a residential area. Community Safety working with planning enforcement, licencing and external partners appears to have satisfactorily resolved the situation.

- Op Luscombe, the police led partnership response to street based ASB in Wisbech, continues and is referenced in the above section. Additional patrol activity is provided through external UKSPF funding.
- ASB Hotspot initiative (Op Dante) continues to provide greater police visibility in two geographic areas of Wisbech. Access to the OP Dante community fund has been successful for a match funded CCTV camera and a current bid is under consideration for portable floodlights which will allow young people to participate in physical activity during the winter months.
- UKSPF ASB project has entered its final stages. Work is being undertaken to ensure all allocated funding is spent before the March 31st, 2025, deadline.

Serious Violence Duty (SVD)

- Two projects being delivered by the CSP following a successful bid for funding to the OPCC (Police Crime Commissioner)/SVD project lead.
- Partnership work involving County Council, Fenland District Council, Police and a range of CIC Youth Groups and private enterprises.
- Focussed on Chatteris, March and Whittlesey. Wisbech secured other funding for similar project work led by the County Council.
- Youth Detached Outreach work
- Engagement in social media
- Participation in sport
- Opportunities for coaching/mentoring

Deliver the CCTV shared service with Peterborough City Council (Cllr Wallwork)

The CCTV shared service has successfully maintained its 100% operational status across a 24/7 period, 365 days a year.

From April to 31 October 2024, the CCTV service responded to 778 incidents, an increase of 39 compared to the previous year, across our four market towns. These incidents included:

- Anti-social behaviour
- Criminal damage
- Violent crime
- Illegal drug use
- Possession of weapons
- Theft

As a direct result of CCTV intervention, 124 arrests were made by Cambridgeshire Police, marking a significant increase of 39 arrests from last year. This underscores the important role CCTV services play in supporting the council and partners in crime response, enhancing community safety, and reducing the fear of crime.

In addition to its reactive response capabilities, the CCTV service remains proactive in addressing crime and anti-social behaviour by conducting regular camera patrols of the four market towns and other key locations. Since April, the CCTV team has completed 2,867 patrols, ensuring that:

- Communities are monitored around the clock.
- Any issues or concerns are identified and managed promptly, regardless of the time of day or night.

The CCTV service also provides the council's 'out of hours' telephone contact services, managing a variety of urgent matters, such as:

- Homelessness
- Stray and lost dogs
- Cleansing incidents
- Dangerous buildings and structures
- Environmental complaints

From April to 31 October 2024, the team has responded to over 218 calls, delivering vital support to council functions outside of regular working hours.

Additionally, the CCTV service recently completed a joint procurement process with Peterborough City Council for a new CCTV maintenance contract. This contract, covering both preventative and planned maintenance, is critical to ensuring the system operates efficiently, effectively, and meets the required quality standards. The new contract will:

- Replace the existing contract starting on 3rd January 2025.
- Cover a five-year term, with an option to extend by two years under annual increments.
- Provide a robust and comprehensive maintenance strategy to secure the system's longevity and reliability.
- All done within the budget envelope for maintenance of the system.

Street Drinking Update (Cllr Wallwork)

- Community stakeholder meeting took place in October to discuss the issues at the Octavia Gardens area, Wisbech. Several actions were agreed at this meeting and further opportunities are being investigated. Positive actions include more police patrols, better signage, newer CCTV and a resident's advisory and support leaflet. Funding opportunities are also being explored to assist with the project.
- Regular Op Luscombe Patrols appear to be having a positive impact, including the joint police/FDC patrol time. We are ensuring patrols are completed at different times and days.
- During Business Awareness Week, feedback from retailers/business owners indicated the visible police activity was having a positive influence.
- Generally repeat offenders are not coming to notice during joint patrol activity which suggests the tiered support/intervention approach is working in the main.

Key PIs:

Key PI	Description	Baseline	Target 22/23	Cumulative Performance	Variance (RAG)
CELP7	Rapid or Village Response requests actioned the same or next day	93%	90%	88%	
CELP8	% of inspected streets meeting our cleansing standards	97%	93%	98%	
CELP9	% of collected household waste – Blue Bin recycling (1 month in arrears)	26.6%	28%	26.7%	
CELP10	Customer satisfaction with refuse and recycling services	93.6%	90%	N/A (March 2025)	N/A
CELP11	Customer satisfaction with our garden waste service	89.8%	85%	N/A (March 2025)	N/A
CELP12	Number of Street Pride and Friends Of community environmental events supported	255	204	115	
CELP13	% of businesses who said they were supported and treated fairly	100%	95%	100%	
CELP14	% of those asked who are satisfied with events	97%	90%	97%	

Key:	
	Within 5% of target
	5-10% below target
	10% or more below target

Comments

Economy

Projects from Business Plan:

Attract new businesses, jobs and opportunities whilst supporting our existing businesses

Attract inward investment and establish new business opportunities (Cllr Benney)

The Economic Growth (EG) team hosted the recently recruited CPCA Sector Specialists for a tour of Fenland, including the site of the proposed Advanced Manufacturing Park in Chatteris, the proposed Science and Technology Park in Whittlesey, PCML in March and Del Monte in Wisbech. The EG team presented the benefits to businesses of locating in Fenland and sector clusters in the District.

Provide responsive Business Support (Cllr Benney)

Attendance at networking events in association with Fenland Chamber of Commerce, Fenland Network and North Cambridgeshire Training Centre.

Promote business premises at South Fens, The Boathouse and Light Industrial Units (Cllr Benney)

The Estates team remain actively engaged with tenants of all sites. Overall occupancy across the investment estate remains high at 94.1%

All industrial units are fully occupied.

Boathouse occupancy has now risen to 100%.

South Fens Business Centre (SFBC) has fallen to 62.6%

Disappointingly we continue to have had a high turnover of tenants at SFBC. However, the relaxation of the rents we are able to charge is assisting the estate manager in pursuing new tenants or where applicable retaining existing ones.

Skills Update (Cllr Benney)

The EG Team attended the CPCA Skills Provider Forum and are working with the new CPCA Skills Team on their projects to improve skills in the CPCA area – All Age Careers Service, Digital Badges and Internships. The Fenland for Business Newsletter is used to inform businesses of the skills support available.

Environmental Health inspection and business support programme (Cllr Wallwork)

During September and October, 50 business support interventions were undertaken where food hygiene rating scores were awarded. The number of high scoring business remains positive. Two businesses requested a rescore very quickly after resolving issues of non-compliance with food safety requirements.

Food Hygiene Rating / Month	5	4	3	2	1	0
September	20	2	0	0	0	0
October	23	2	0	1	1	1
Total	43	4	0	1	1	1

During this time the food standards agency also announced 15 food alerts for serious contamination issues such as peanut and food poisoning risks such as salmonella. All of these products were removed from shelves by retailers.

With Christmas-time approaching, the number of inspections will reduce until 2025 as business premises become very busy and have limited capacity to meet with council staff.

Promote and enable housing growth, economic growth and regeneration

Planning updates (including progress on the Local Plan) (Cllr Laws)

The vacancies within the Development Management and Enforcement team have remained and the service is still staffed by 3. no agency staff. These officers are still required to deliver the service and to deal with the backlog generated over the extended period of vacancies.

The scheme of delegation, which decides which planning applications are determined by committee as opposed to officers, has been amended and a greater level of delegation has been provided to officers. However, the level of delegation is still significantly below the Government guidance of 90%. This continues to put pressure on the ability for Officer's to meet the statutory deadlines for planning applications. This is particularly relevant for the smaller and less controversial planning applications. The resulting impact is also of lengthy meeting agendas, or additional meetings, and the associated significant impact on those engaged in delivery.

The Planning Service has recently introduced a new offer, both in terms of options and fees, for the pre-application service. As well as this a new Local Validation List has recently been adopted. The new list is aimed at speeding up the validation process, whilst providing a clearer direction to Developers and Agents.

The Planning Policy team have recently undertaken a review of work undertaken to date on the emerging Local Plan. This review has indicated that a number of key evidence documents need to be reviewed and updated before we can pull together the Publication Draft Local Plan (Regulation 19 consultation document). There may also be a need to undertake some additional consultation with key stakeholders but the scope and timing of any engagement is still to be determined and would be linked to material changes in evidence. The Planning Policy team are keen to undertake further engagement with Elected Members to better understand current place priorities and help ensure that emerging policies deliver good growth

for Fenland - an initial meeting with Members will be set up in the new year.

Delivery of new homes (including affordable homes) (Cllr Laws & Cllr Hoy)

As the year enters the second half, we have had to revise the total number of units expected in the current financial year down slightly as some of the project delivery timelines have slipping into 2025/26.

The revised forecast total of affordable units for 2024/25 is now 210. This is therefore not dissimilar to last year's total of 244. Additional units may still fall into the current financial year as some are due in March/April.

Looking forward

- 12 known developments with target delivery in 2025/26 of 400+ affordable units including 3 sites that are looking to deliver 290 units as 100% affordable developments (2 in March, 1 in Whittlesey)
- Currently 3 known developments with target delivery in 2026/27 of 250+ affordable units.

External funding bid and major projects updates (Cllr Boden)

Long-Term Plan for Towns, Wisbech (Cllr Hoy, Cllr Tierney, Cllr Wallwork)

Fenland District Council in partnership with the Wisbech Town Board are in a positive position in relation to the Long-Term Plans For Towns programme.

The Board have successfully drafted and approved in principle both the 3-year investment plan and the 10 year vision documents. The Board will be in a position to submit this work as soon as Government announce revisions and/or the opening of the application process.

Following the most recent budget, it was confirmed that the £20m funding will not be cancelled, however it will be revised and re-visited. This means there may be an element of change that the Town Board need to implement once further guidance is received, but the board remains in a strong position, nonetheless.

Further updates will follow once Government release further information/guidance.

Accommodation Review (Cllr Boden)

A confidential report was considered by Cabinet on 30 September which presented a short list of possible future accommodation options. Cabinet agreed their preferred option is the acquisition of Hereward Hall.

The confirmation of a preferred option does not commit FDC to any course of action at this stage as a final decision is dependent on

- The results of a Full Business Case
- A formal decision by Cambridgeshire County Council that Hereward Hall is an asset that they wish to dispose of. This decision was confirmed by CCC on 15/10
- A separate formal decision by CCC to agree the sale of Hereward Hall.

The Full Business Case is currently being commissioned which will ultimately be presented to Members for consideration. If Members agree the Full Business Case this will initiate the implementation of the Accommodation Review project (subject to the CCC decision as outlined above).

The Corporate Accommodation Review forms a fundamental element of the Councils work in seeking to reduce costs and/ or make savings without any impact on service provision to our customers.

Shared Prosperity Fund and Rural England Prosperity Fund (Cllr Benney)

Significant work has been undertaken by the Economic Growth Team during September and October to process as many grant applications as possible and submit funding claims to the CPCA. All the SPF & REPF projects are on track and delivering.

One of the Community & Place REPF original projects to improve the currently empty and unused space at Station Road Cemetery Chapel in March is expected to be replaced by an extension to the King Edward Community Centre in Chatteris. This is due to cost proposals received from contractors being excessive and the resultant value for money being so poor.

March Future High Street Fund (Cllr Seaton & Cllr French)

The March Future Highstreets Fund Project continues to make significant strides in its objective to regenerate and revitalise the town centre of March. This initiative, supported by the UK Government's Future High Streets Fund, aims to create a vibrant, sustainable, and attractive town centre for the benefit of local residents, businesses, and visitors. This report provides an update on key developments, including the completion of major schemes, ongoing initiatives, and planned future activities.

Key Achievements and Progress

The project has made significant progress in a number of key areas, and the following highlights demonstrate the positive impact being achieved:

Broad Street Capital Regeneration Scheme

The practical completion of the Broad Street regeneration scheme represents a major milestone in the project. Delivered in partnership with the Cambridgeshire and Peterborough Combined Authority (CPCA) and Cambridgeshire County Council (CCC), this project has transformed the appearance and functionality of the area. The scheme included improvements to the streetscape, better pedestrian facilities, enhanced green spaces, and upgraded lighting. Feedback from the public and key partners has been overwhelmingly positive, with many noting the improved aesthetic appeal and increased footfall in the area.

Completion of the Marketplace Regeneration

The regeneration of the Marketplace, which forms a central focal point of March's high street, has also been successfully completed. The improvements to this space have enhanced its appeal as a community hub, with better seating areas, more greenery, and improved pedestrian walkways.

Barclays Building – Purchase and Demolition Planning

A key acquisition in the project is the successful purchase of the former Barclays Bank

building. Planning is now underway for its demolition, with the aim of redeveloping the site that will further support the regeneration goals of the town centre. This redevelopment will provide an opportunity to create additional retail, commercial, or community space that will further bolster the high street's vibrancy.

Shopfront Grants and Local Business Support

The shopfront grants scheme is ongoing, with 30 expressions of interest (EOIs) received from local businesses keen to upgrade their premises. Full applications will be sought throughout December with works planned for the new year.

March Toilet Block – Tendering Process

March toilet block is now out to tender, with construction scheduled to begin in January 2025.

Next Steps and Future Developments

The project team, in collaboration with the Member Steering Group, is actively exploring opportunities to maximize the remaining underspend, with a focus on enhancing the infrastructure and accessibility of the town centre. Key planned initiatives include:

Gray's Lane Resurfacing and Crossing Improvements

A full resurfacing of Gray's Lane has been completed and this has been made possible in partnership with CPCA MATS funding underspend being shared across the project. Alongside this improvement the installation of crossing improvements across the town are already in the planning stages, with work expected to commence throughout December.

City Road Car Park Expansion

Plans are currently being costed to create additional parking spaces within the City Road car park. This expansion will help accommodate the increased footfall in the town centre and will offset the loss of Broadstreet parking spaces for the town.

March Gateway Physical Regeneration

A small-scale physical regeneration project is being considered for the March Gateway area outside the Iceland building on High Street. This project aims to create a more welcoming entrance to the town centre, enhancing the first impression for visitors and residents to the town centre. The plans include using the same urban design principles as Broad Street and the marketplace to enhance continuity through the town.

11-12 High Street, Wisbech (Cllr Boden, Cllr Hoy & Cllr Tierney) and 24 High Street, Wisbech (Cllr Boden, Cllr Hoy & Cllr Tierney)

Please see recent Cabinet Reports.

The Elms, Chatteris (Cllr Boden, Cllr Benney, Cllr Tierney)

Final layout to account for flood risk analysis is agreed to undertake pre planning application process.

Nene Waterfront Development (Cllr Boden, Cllr Benney, Cllr Tierney)

Extra Care scheme design being finalised for planning and options being finalised for remaining 4 plots.

Growing Fenland (Cllr Boden)

Chatteris Projects

The Chatteris Town Council managed Chatteris Museum project is now almost complete. The museum has moved into its new premises (the old Barclay's bank building in the High Street) as scheduled. There is a slight problem with rising damp in the museum, as the Council was not permitted to put in a damp proof course, but the cause is being investigated and hopefully a solution will be found within the remaining budget.

The building works are now complete at Church Lane and the Town Council moved back in during September. Members are very pleased with the works which have been carried out and are enjoying the refurbished council chambers.

The community rooms are already being used. Citizens Advice are in every Wednesday running a drop-in service, Specsavers are renting a room twice a week to carry out hearing tests (a service previously lacking in Chatteris) and MarketPlace are making use of a room twice a month. Other groups have shown an interest and hopefully more rooms will be used in the New Year.

The two residential flats above the Council Chambers are occupied and the tenants appear to be happy with their bright, warm and modern accommodation. The rental income will help to keep down the council tax and allow the Council to give even greater support to groups in the town - such as the Christmas Lights committee and the Museum.

The Town Council is delighted to report that the project has been delivered within budget and is very grateful to the Combined Authority for the funding.

Whittlesey Projects

Funding from the CPCA, following the suspension of the Whittlesey Heritage Centre project, has been secured for work to;

- Develop an SOBC regarding a Whittlesey relief road (please see update on page 39).
- Add additional solar PV to the Manor swimming pool;
Business case developed. Procurement phase completed, awaiting results. Application to UKPN underway – awaiting notice from UKPN to proceed, prior to an order being placed. Expectation is that the solar will be fitted early in the new year – subject to UKPN G99 notice permission.
- Whittlesey Buttercross
Work is yet to commence on the minor improvements in this area.

Wisbech Projects

Please find below minutes arising from the Wisbech Town Council's Resources Committee meeting held on 28.10.24:

Members considered re-allocation, subject to the approval of the Cambridgeshire and Peterborough Combined Authority (CPCA), of the sum of £33,800 which had been awarded to Wisbech Town Council by the CPCA for the implementation of a new Shop Watch radio scheme in Wisbech.

Councillors Hoy and Wallwork informed members of the reasons why the proposed Shop Watch radio scheme would no longer be a viable proposition, both from a technical and operational perspective.

There was discussion by members of possible alternative schemes for the use of the funding which been awarded by the CPCA to the Town Council.

The Clerk (and RFO) informed members that he had discussed with the relevant officer at the CPCA the possibility/feasibility of the re-allocation of this funding to another capital project and had received a positive response. Members were informed by the Clerk (and RFO) that the CPCA would be particularly supportive of a scheme which would add value to schemes which had already received funding under the CPCA's Market Towns Programme, such as the developments and improvements in Wisbech Park.

Members were informed by the Clerk (and RFO) that the deadline for spending monies from the Market Towns Programme is 31 March 2025.

Members decided that the Shop Watch radio scheme no longer be pursued and that an application be made to the Cambridgeshire and Peterborough Combined Authority for the funding which had been allocated to Wisbech Town Council for the implementation of such scheme to be re-allocated to fund the installation of a new electricity supply at Wisbech Park (to support the delivery of activities and events that benefit the community).

Continue to review council land and property assets to ensure they are fit for purpose and optimised to deliver better public services, improve efficiency and release surplus land for residential and commercial development as outlined in our Commercial Investment Strategy (Cllr Benney)

The Estates team continue to engage as a key stakeholder in the ongoing accommodation review and to work with appointed agents in preparation of and the presentation of the full business case to members in due course.

The first tranche of disposal continues as planning consents are granted followed by either a sale via auction or by private treaty. In the case of private treaty sales, to ensure fair value an independent valuation by a local RICS qualified surveyor is undertaken prior to disposal. Receipts to date have amounted to £486K with an additional £275K agreed in principle

Work has now concluded in relation to identifying potential sites for a further tranche of disposals, and these will be discussed with members for approval in due course prior to any disposal work commencing.

Promote and lobby for infrastructure improvements

Promotion of sustainable road, rail and concessionary travel initiatives (Cllr Seaton)

Whittlesea Station

The Outline Business Case (OBC) is continuing to progress. Following a public consultation in late 2023, the CPCA approved up to £3 million pounds for Whittlesea Station from April 2024 to end of March 2027. The grant funding agreement with the combined authority is nearing completion. The Project Board have been reviewing options for the Station looking at the potential to lengthen the platforms and provide a pedestrian bridge along with car parking and access arrangements. Early-stage feasibility work is assessing what might be possible within the constraints of the station site. Further details about the Whittlesea Station funding are available here [Document.ashx \(cmis.uk.com\)](Document.ashx (cmis.uk.com))

Engagement with CPCA and CCC on delivery of major road and rail infrastructure projects (Cllr Seaton)

Local Transport and Connectivity Plan (LTCP)

There is no specific update on this project.

The LTCP sets out the forward transport strategy for Cambridgeshire and Peterborough. It is an essential document to help secure funding for local transport improvements. The latest version was adopted in November 2023 by the CPCA Board. This version of the document includes the full LTCP with the district chapters, the main report and all the appendices. It can be viewed from the link below.

[CMIS > Meetings](#)

Wisbech Access Strategy

There is no specific update on this project.

This is a CPCA funded project being delivered by Cambridgeshire County Council. It contains a range of transport projects in Wisbech that aim to address transport issues within the town and to help support the delivery of the scale of growth in the Fenland Local Plan. The latest information can be found on the County Council website from the following link:

<https://www.cambridgeshire.gov.uk/residents/travel-roads-and-parking/transport-funding-bids-and-studies/wisbech-access-strategy>

A Wisbech Access Strategy report was presented to CPCA Business Board in July 2021 and CPCA Board in September 2021. The report required a strategic decision on the way forward linked to timescales and budgets. It was agreed that funding would be made available to complete the detailed design and the land acquisition for the 3 schemes – A47 Broad End Road, A47 Elm High Road and A1101 Ramnoth Road/Weasenham Lane. A copy of the main accompanying paper for the meetings mentioned above can be found from the following link: https://cambridgeshire.cmis.uk.com/ccc_live/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/1529/Committee/62/Default.aspx

There has been delays relating to land acquisition and ongoing discussions around related issues such as probate. This work is now expected to complete before the end of 2023. The next step for these 3 projects is to secure funding for their construction.

March Area Transport Study – Main schemes

There is no specific update for this project. Work is ongoing to progress the individual projects as set out below.

This is a CPCA funded project being delivered by Cambridgeshire County Council. It includes a range of transport projects across March to address transport issues and to facilitate new housing and employment growth.

The following are currently being progressed following approval by the CPCA to draw down an additional £7million pounds for spend between 2024 and 2026 in July 2024:

- A141 / Twenty Foot Road Signals scheme delivery
- High Street / St Peter's Road Traffic Signal Improvements scheme delivery
- Development of a full business case and detailed design work for Northern Industrial Link Road (NILR)

The link below provides further details of the July 2024 meeting.

[Agenda for Transport and Infrastructure Committee on Monday, 22nd July, 2024, 1.00 pm](#)

Additional delivery funding is required for the A141 / Peas Hill Roundabout Upgrade (52m ICD), including the creation of an all-movement signalised junction at the A141 / Hostmoor Avenue Junction.

March to Wisbech Railway Line

There is no specific update for this project. An update is expected at the CPCA Transport and Infrastructure Committee in November 2024.

This is a CPCA funded project with study work being taken forward by CPCA.

In November 2022, CPCA Transport and Infrastructure Committee and the Board approved work to Undertake an Options Assessment Report to provide the economic analysis on mode options, including existing information on heavy rail. This will be based on a service operating between Wisbech and March which removes the current dependency on Ely Area Capacity Enhancements whilst still being mindful of the future strategy to link into Cambridge. £80,000 has been drawn down from CPCA Medium Term Financial Plan to undertake this options assessment work. This study work is currently ongoing.

A link to the papers and information from the November 2022 CPCA meeting with the the relevant reports and papers can be found from the link below:

<https://cambridgeshirepeterboroughcagov.cmis.uk.com/Meetings/tabid/70/ctl/ViewMeetingPublic/mid/397/Meeting/2139/Committee/67/SelectedTab/Documents/Default.aspx>

A47

There is no specific update for this project. Work is ongoing to progress the individual projects as set out below.

In May 2023 National Highways released a series of documents and a consultation to support the Roads Investment Strategy 3 process covering the period 2025 – 2030. There are several references to A47 within the East of England regional report. The outcome of the consultation will feed into the RIS3 decision making by Government. The documents can be viewed from the following link: <https://routestrategies.nationalhighways.co.uk/>

As part of RIS2 National Highways are working on a series of Pipeline scheme undertaking feasibility and other technical work to support decisions for RIS3. One of these projects is A47 Elm High Road roundabout. They are also considering this roundabout alongside Weasenham Lane/Ramnoth Road. The outcome of the work will go forward to Government as part of their decision making for RIS3. Any such decisions are expected to be in late 2024 or early 2025.

Whittlesey Relief Road Project SOBC

The Whittlesey Relief Road Strategic Outline Business Case (SOBC) project is being managed by Fenland District Council with funding from the Cambridgeshire and Peterborough Combined Authority (CPCA) market towns programme. The project commenced in March 2023 with a paper approved by FDC Cabinet for the Governance arrangements and procurement of a contractor to deliver the project. Please see the link to the Cabinet paper for further details.

[Cabinet Paper March 2023 - Whittlesey Relief Rd V2 6.2.2023 updated 02.03.23.pdf \(fenland.gov.uk\)](#)

Base line data reports and option development has been completed along with the case for change. Stakeholder workshops have also been completed to seek wider technical input. The project remains on target.

A public consultation is being held during October and November 2024. This is to explain the work that has been completed to date and to seek the views of local people on the scheme options. Further information and the consultation boards can be found from the link below.

[Whittlesey Relief Road SOBC Consultation Survey](#)

Work with CPCA to influence housing and infrastructure funding to stimulate housing development and economic growth (Cllr Boden)

The Council is working collaboratively with the CPCA and constituent Councils of the CPCA to submit a Local Growth Plan by the summer of 2025. This will link to the Comprehensive Spending review and the emerging National Industrial Strategy.

Key PIs:

Key PI	Description	Baseline	Target 21/22	Cumulative Performance	Variance (RAG)
CELP15	% of major planning applications determined in 13 weeks	92.5%	70%	94%	
CELP16	% of minor planning applications determined in 8 weeks	68%	70%	86%	
CELP17	% of other planning applications determined in 8 weeks	85.75%	80%	88%	
EGA1	% occupancy of our business estates	94.2%	95%	94%	
MS1	% occupancy of Wisbech Yacht Harbour	95%	97%	85%	

Key:	
	Within 5% of target
	5-10% below target
	10% or more below target

Comments

Quality Organisation

Projects from Business Plan:

Excellent Customer Service

Customer Service Excellence accreditation (Cllr Tierney)

Our annual assessment took place on 13th June 2024, and we were successfully re-accredited with the Customer Service Excellence Standard (CSE) for another year.

The CSE is a national government benchmark for excellence in customer service, awarded to public service organisations that demonstrate excellent customer service standards and a customer-focused culture.

The standard is awarded after a rigorous assessment process which involves organisations being evaluated against 57 criteria areas. The assessment places focus on using and developing customer insight, the culture of the organisation, customer information and access, delivery, timeliness, and quality of service.

The achievement underscores the Council's commitment to continuous improvement and providing the highest quality service to our customers.

Our independent assessor Neil Potentier found that the Council "continues to demonstrate how they put residents at the heart of service delivery", with examples of reduced Council Tax, introduction of new services, such as the Early Help Hub, and extending digital access while maintaining traditional channels for the elderly, vulnerable or people who do not have a digital access.

Additionally, six elements which were awarded CSE 'Compliance Plus' in 2023 were reviewed and maintained, recognising the Council's continued adherence to best practices.

Key strengths highlighted in the assessment report include:

- High levels of staff insight increased further, empowering staff to implement their own ideas to improve service delivery.
- New customer access channels created through Council's ongoing Transformation Project, and new services.
- Number and range of partner organisations is constantly increasing to meet the needs of a diverse community, including areas of deprivation.
- Strategies, policies and procedures "strongly influenced" by resident insight.

Supporting vulnerable customers with complex queries (Cllr Wallwork)

Please see updates on [Homelessness](#), [Rough Sleepers](#) and [Community Safety](#).

Elections Update (Cllr Boden)

Changes to European Union Voting and Candidacy Rights (EUVCR)

As previously reported, from 7 May 2024, following a change to legislation, European Union (EU) electors will only be able to vote or stand at Local Government elections in England if they are:

- a qualifying EU citizen - a citizen from EU countries with reciprocal agreements with the UK, currently Denmark, Luxembourg, Poland, Portugal and Spain (referred to as the EU5), or
- an EU citizen with retained rights - EU citizens from other EU countries who were legally resident in the UK before 31 December 2020 (referred to as the EU19)

Eligibility Confirmation Review Process (ECR)

We carried out an ECR on any electors that were not confirmed as a qualifying EU Citizen via a DWP data check and by local data checks carried out by the team.

We wrote to all affected electors to explain the situation and to either confirm they are entitled to remain on the Electoral Register or to ask them to confirm one of the qualifying statuses above. Approx 5000 electors were confirmed as a qualifying EU citizen, 800 electors were sent a reminder to respond, and personal visits/deliveries were undertaken by Canvassers where necessary.

The process is now complete and 603 electors who confirmed that they were not a qualifying EU citizen or those who failed to respond were sent a notice and removed from the electoral roll.

Annual Canvass 2024

As previously reported, the start of the annual canvass project this year was delayed when the snap Parliamentary General Election was announced. Because of this delay, the canvass timetable had to be pushed back, and the revised register will be published on 1 February 2025.

Households of matched properties with email addresses held in the system, who are allocated to Route 1 were sent a Canvass Communication A (CCA) email in August. We sent emails to approximately 25,000 households.

After the email deadline, non-responding households and those without email addresses received a CCA letter and households of unmatched properties allocated to Route 2 received a *Canvass Communication B (CCB) letter*. *These 39,000 letters were hand delivered by Canvassers.*

A total of 7669 reminders were sent by post to non-responding Route 2 households in September and Canvassers are currently completing household visits to 3828 addresses.

3C's Update (Cllr Tierney) – CW

August – October 2024	Total received	On time	% On time
Correspondence			
	33	24	73%
Stage 1			
CELP	28	21	75%
GI	0	N/A	N/A
PRCS	13	12	92%
Stage 2			
CELP	4	2	50%
GI	0	N/A	N/A
PRCS	3	3	100%
Stage 3			
CELP	0	N/A	N/A
GI	0	N/A	N/A
PRCS	2	2	100%

Governance, Financial Control & Risk Management

Finance and internal audit updates (Cllr Boden)

The contractor Auditor finished at FDC at the end of September and a permanent auditor had already started. Work against the agreed Audit Plan continues although a significant number of days has been resourced towards completion of the 2023/24 audits which has impacted the 2024/25 Plan. The training burden of a new starter has created another impact on the Plan. However, progress to date for the year shows that 6 audits have been completed from the 2024/25 Plan with a further 2 at draft report stage and 3 more in progress. Issues from audits completed will be included in the Progress Report to ARMC in December.

It is anticipated that some audits may need to be removed from the Plan or carried forward to

next year in order to accommodate capacity and capability. This will be discussed with the Chair and notified in the Progress Report to Committee.

Internal Audit sits on the Corporate Governance Group and Risk Management Group, has participated in other ad hoc working groups, and assisted with/advised on various Transformation issues as they arise (port, overtime, car loans scheme, debt policy, performance indicators).

We are currently reviewing all outstanding and overdue agreed audit actions to ensure they are either implemented or progress is underway. This will be reported to ARMC at the December meeting.

Data protection updates (Cllr Boden)

There have been no reportable breaches of the UK GDPR during the period to which this briefing relates. However there have been 2 recorded breaches in Private Sector Housing and ARP requiring no further action. The breaches were human error that resulted in information being given to third parties not entitled to receive the information.

In the same period, there have been 5 data subject access requests.

Transformation and Efficiency

Transformation Project updates (Cllr Boden & Cllr Tierney)

Transformation - Our Aims

Transformation Agenda 2 (TA2) is building on the successes of TA1. The TA2 programme outlines how the Council is moving forward to provide more value and benefits to residents and businesses in the district and aims to further accelerate the process of modernisation across the council, enabling the delivery of high quality, cost-effective, efficient services in a challenging environment.

TA2 aims to drive significant change and innovation throughout the Council and help us provide the very best outcomes with the resources available. It includes the following:

- Be a modern, innovative, and dynamic organisation.
- Achieve a sustainable financial future successfully addressing the potential financial deficit
- Develop a skilled and flexible workforce
- Deliver more purposeful, high-quality services to meet customer needs at reduced cost to the Council.

Transformation – Our Principles



Transformation – Our Approach

Service reviews represent the majority share of the TA2 Programme. There are currently 31 services across the council, each of which are included in the service review programme. All services have completed a matrix that has been analysed by the transformation team. The completed matrices inform the Service Prioritisation score.

The Service Prioritisation Score is calculated by multiplying the potential risk factors score by the potential opportunities score. This ensures reviews are prioritised for services which represent the greatest potential savings, risk management and wider opportunities.

The scores inform the timing of the associated Transformation Team service review, prioritising those with the greatest potential for cashable savings, risk mitigation as well as wider scale efficiencies. The Service Review timings have been agreed by CMT and Management Team and are mapped on the resulting Transformation Programme Plan.

Transformation – Our Successes

- In addition to the £1m cashable savings achieved in TA1 a further £105.5k of cashable savings have been achieved as a direct result of TA2
- Service reviews have resulted in a further £6.8k of income generation, £17k of cost avoidance and £7.6k in debt reduction
- In addition, the service reviews have also released Officer capacity as a result of introducing more efficient processes and maximising the use of technology releasing 1,800 officer hours in 2023/24 and on course to release a further 2,000 officer hours in 2024/25.

Service Reviews currently In Progress

- Public Health Funerals, add resilience.
- Cemeteries Service Review, remove risk and improve processes.
- Finance Service Review. Better administrative processes.
- My Fenland Contact Centre
- Garden Waste Direct Debit process automation

- Sports Development Service Review.
- ARP Service Review, optimise relationships
- Marine Service Review, reduce risk and officer efficiencies.
- Housing Options Service Review.
- Private Sector Housing
- Environmental Services
- Environmental Health
- Fleet, reduce costs and risk
- Planning Service, save officer time

Identify and deliver projects that support us to become a ‘Council For the Future’ (CFF) (Cllr Boden & Cllr Tierney)

Individual project updates are as detailed elsewhere in this report. A full review of 2022-23 was published in the Annual Report as approved by Cabinet on 17th July 2023. The report is available on our website. A review of 2023-24 was presented to Cabinet in September 2024.

Communication, Consultation and Engagement

News update:

The number of news stories added to the FDC website and distributed as press releases to local media in September = 11. We also created an additional 2 news articles we published on our website.

Highlights include:

- Customer Service Excellence quality mark maintained by Fenland District Council
- Discover services and support available to the over 60s at free event
- Apply now for £10k to help your farm or business
- Don't lose your vote! Residents in Fenland urged to check their voter registration details
- Don't lose your vote! Residents in Fenland urged to check their voter registration details
- March town centre regeneration enters final phase
- Consultation launched as district council reviews local validation requirements for planning applications

The number of news stories added to the FDC website and distributed as press releases to local media in October = 10. We also created an additional 2 news articles we published on our website.

Highlights include:

- Customer Service Excellence quality mark maintained by Fenland District Council.
- Much tougher penalties for littering, fly-tipping and flyposting
- District Council investigates moving headquarters as part of accommodation review
- Chance to chat all things rail at latest Meet the Manager event

- Respects paid to former Councillor and Mayor of Wisbech
- Appeal to donate Christmas gifts for Fenland's older people
- Consultation launched as latest stage of Wimblington and Stonea Neighbourhood Plan gets underway

All press releases are distributed to relevant press and media organisations, appear as a web article on the news pages of the [Fenland District Council website](#) and on our social media channels [Facebook](#) and [Twitter](#).

Monthly update on FDC social media sites:

The number of social media updates added to the FDC Twitter, Facebook and LinkedIn accounts:

September:

Twitter = 115

Facebook = 106

LinkedIn = 59

October:

Twitter = 110

Facebook = 120

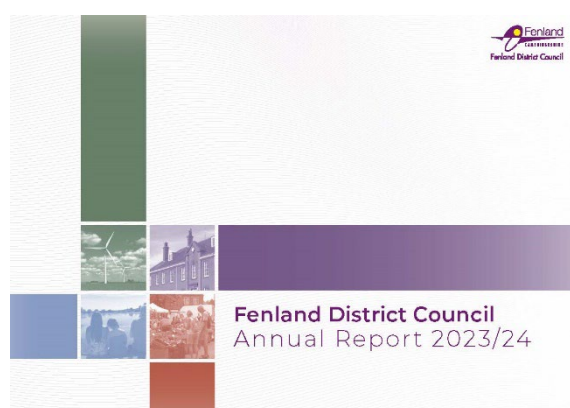
LinkedIn = 62

We currently have 8,106 followers on Facebook, 8,749 followers on twitter and 1,835 on LinkedIn.

Consultation Summary:

- Homelessness and Rough Sleeping Strategy – 8 July – 15 September 2024
- Fenland Play Zones – August – 8 September 2024
- Draft Local Validation List – September – 14 October
- Whittlesey Relief Road – 23 October – 22 November
- Wimblington and Stonea Neighbourhood Plan – 28 October – 9 December

Annual Report 2023/24



The Annual Report of the Council 2023/24 sets out the Council's performance over the last year, linking to the priorities detailed in our Business Plan. These priorities are designed to deliver outcomes that improve the quality of life for Fenland residents and are listed under the key headings of Communities, Environment, Economy and Quality Organisation.

The achievements outlined in the Annual Report are not exhaustive but reflect some of our successful projects over the last year. Notable examples are given of how we have worked closely with the community and partners to tackle important local issues in a collaborative and efficient way.

Like other local authorities, Fenland District Council faces significant financial challenges and increased demand upon services. Nevertheless, we continue to provide high quality services whilst keeping our budget balanced.

Our Cabinet members have also committed to building on the success of the transformation agenda and to develop a second phase. Spanning across all services within the council, the Transformation Agenda 2 programme ties together all major change initiatives that are looking to improve how the council works and delivers services. The programme will aim to ensure we are an effective and efficient council for the future.

Cabinet approved the Annual Report of the Council 2023/24 on 30 September 2024.

Asset Management and Commercialisation

Capital Programme and Corporate Asset Management Plan updates (Cllr Boden)

A capital update report will be taken to Cabinet on 16th December as part of the draft budget process for 2025-26.

The current Asset Management Plan (AMP) is out of date and a new version is currently being worked on. It is anticipated that the first draft of this will be produced in Q1 2025.

Commercial & Investment Strategy (Cllr Boden)

As part of the Commercial and Investment Strategy, a facility of £25m was granted to the Investment Board to finance capital expenditure to be undertaken in accordance with the aims and objectives of the agreed strategy. At the end of March 2024, £4m of this facility has been utilised to fund the acquisition of a commercial investment in Wisbech and a house in March. These acquisitions were approved at Investment Board meetings held on 16th March 2021 and 3rd December 2021 respectively. Further utilisation of this facility was used to fund the development of the two sites now owned by Fenland Future Ltd in line with the agreed Business Plan for 2024/25 has now been agreed.

The Commercial Investment in Wisbech has delivered a rental income of £230k every year since acquisition in March 2021 and continues to be on track for 2024/25. As we used our own funds to acquire this asset there is no external cost of capital and the loss of interest foregone on our funds is minimal at present. This acquisition has enhanced the Councils revenue position and has had a positive impact on the MTFS.

The most recent updates on the work of the Investment Board were presented to Cabinet at its meeting on 15 July 2024. The annual report on Investment Board activity was presented to the Overview and Scrutiny committee held on 21 October 2024.

Fenland Future Limited (Cllr Boden, Cllr Benney & Cllr Tierney)

Fenland Future Ltd (FFL) has been granted Outline Planning permission on the two Council owned sites identified for development in their Business Plan. Work now progresses on options for the delivery methodology to be utilised in delivering the developments.

On The Elms site in Chatteris, Lovell Homes have been commissioned to work with FFL as a Development Management Partner and Design Architects, Planning Consultant and Engineering specialists have been appointed to work up the Reserved Matters Application. At the Nene Waterfront in Wisbech, a Reserved Matters Application is being prepared for 1 of the 5 plots for a circa 70 home affordable housing extra care scheme.

Workforce Development

Workforce skills and training (Cllr Boden)

We have a strong commitment to learning and development. We believe that if we are to continue to deliver excellent services to our customers, our staff must be well trained.

We have an extensive learning and development offer for our workforce, which involves opportunities for formal and informal training. We also have a range of learning resources available to all staff, e-learning, coaching, shadowing, secondments, in house training workshops delivered by our own in-house experts, as well as more formal courses and training and apprenticeships.

Staff value the learning and development opportunities that are offered at FDC and are able to indicate the difference that training makes to them and their team.

However, it is important that we continually review our learning and development offer to ensure it is fit for purpose and as accessible as possible.

We believe that talent exists in all our staff and that it needs to be encouraged and nurtured. Every manager with staff responsibility manages talent through the following activities:

- Performance management
- Coaching and development
- Springboard (appraisal) discussion and regular 121's, which include a discussion about the learning needs and aspirations for each member of staff
- Recruitment

In the first few months of this financial year, we have arranged and delivered numerous development interventions based on the requests of our workforce, such as:

- IT skills courses
- Qualified project management skills courses

- Fire safety training
- First Aid training.
- People management skills workshops

Talent management and succession planning ensures ongoing organisational capacity and capability for the future and enables transformation; and at a time when more is demanded of less, it becomes increasingly important.

Supporting and empowering staff (Cllr Boden)

We are committed to supporting and empowering our workforce, and we have a range of support that our staff can access, from an Employee Assistance Programme (EAP)

The EAP is free and confidential for staff to use, and is available 24 hours a day, 7 days a week, 365 days a year and is accessible by phone, email and online.

The EAP is designed to help with a wide range of work, family, and personal issues. It provides practical information, fact sheets and packs, resource information on support services in the local area and even short-term face to face or telephonic counselling if required.

It is supported by a comprehensive EAP website offering extensive resources including articles, interactive tools, regular online seminars, confidential 24/7 support, self-help workbooks, Podcasts, blogs, videos, and articles on a range of topics, Debt advice, Debt Management, Domestic Abuse support, Wellbeing portal & App, Trauma programme and Exercise and Fitness advice.

Alongside this we provide additional support via our team of Mental Health First Aiders (MHFA), our Occupational Health Advisor, a range of family friendly policies and procedures, a comprehensive (cost neutral) employee benefits platform.

We also provide individual support via our HR team, service managers, our Management and Trade Union and Staff Partnership (MTSP) reps.

This year we will be carrying out pulse surveys for our staff via our new HR/Payroll system app to obtain more immediate feedback.

Enforcement

All enforcement policies updates (Cllr French (CPE), Cllr Laws (Planning), Cllr Murphy (Streetscene) & Cllr Wallwork Environmental Health))

5 Market Place, Wisbech

Works have been approved to remediate the damage caused by the fire. At this time it appears that the works being carried out are in accordance with the approved remedial works.

A review of fixed penalty notices for environmental crimes has been undertaken and each fine increased to be in keeping with near neighbours and government guidance.

Fixed penalty notices for fly tipping are now £600 or £1000 (reduced to £450 or £850 if paid within 10 days) depending on the scale of the fly tip.

Littering, fly posting and graffiti are now £300 (£250 if paid within 10 days) and duty of care offences are £600 (£450 if paid within 10 days).

These new fines will be implemented from November 2024. The increased values of these fines will support the council in meeting increasing costs of investigation of environmental crimes, cost of waste disposal and act as a deterrent.

Health & Safety

Maintaining Health & Safety Systems to comply with legislation (Cllr Boden)

Work continues to drive forward improvements in health and safety management where required, with ongoing progress to deliver our objectives as set out in the health and safety action plan. Some of the actions are highlighted below:

- The final roll out of internal health and safety e-learning courses developed for staff training via the Intranet.
- An analysis of all accidents and their consequent actions has been undertaken. The Accident Incident Rate (based on 100 per employees) was 7.71, which is an increase of 1.4 on the previous.
- Health and Safety corporate training was delivered to a total of 65 staff.
- A programme of audits and inspections undertaken.

The internal development and roll out of various health and safety e-learning courses has continued during the reporting year, with Health and Safety Management and Control of Substances Hazardous to Health (COSHH) added to the available courses.

A key part of the function of Corporate Health and Safety is the provision of policies, codes of practice (COPs) and guidance to provide managers and employees with the necessary support to meet their health and safety obligations.

The Council has a programme of ongoing review and implementation to support effective health and safety management.

Health and safety training needs are identified in several ways including springboards, regular one to ones, team meetings and through the Council's Health and Safety Panel. A corporate health and safety matrix has been developed during the reporting year which is now available on the health and safety intranet pages. This details all courses available either via e-learning, internally or externally delivered and which courses are applicable to specific services/teams.

Other Updates:

Cambridgeshire & Peterborough Combined Authority (CPCA) update (Cllr Chris Boden)

Information relating to the CPCA can be found on their website:

[Cambridgeshire & Peterborough Combined Authority \(cambridgeshirepeterborough-ca.gov.uk\)](https://www.cambridgeshirepeterborough-ca.gov.uk)

Mayoral decisions can be found [here](#).

Office decisions can be found [here](#).

The papers for recent meetings can be found by clicking on the links below:

CPCA COMMITTEE	DATE OF MEETING	LINK
Combined Authority Board	16.10.24	Agenda for Combined Authority Board on Wednesday, 16th October, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Combined Authority Board	13.11.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=141&MId=147&Ver=4
Audit & Governance Committee	08.11.24	Agenda for Audit and Governance Committee on Friday, 8th November, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Audit & Governance Committee	28.11.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=142&MId=155&Ver=4
Overview & Scrutiny Committee	07.11.24	Agenda for Overview and Scrutiny Committee on Thursday, 7th November, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Environment & Sustainable Communities Committee	25.10.24	Agenda for Environment and Sustainable Communities Committee on Friday, 25th October, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Environment & Sustainable Communities Committee	11.12.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=143&MId=117&Ver=4
Skills & Employment Committee	21.10.24	Agenda for Skills and Employment Committee on Monday, 21st October, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Transport & Infrastructure Committee	04.11.24	Agenda for Transport and Infrastructure Committee on Monday, 4th November, 2024, 10.00 am (cambridgeshirepeterborough-ca.gov.uk)
Human Resources Committee	14.10.24	Agenda for Human Resources Committee on Monday, 14th October, 2024, 1.00 pm (cambridgeshirepeterborough-ca.gov.uk)

Investment Committee	21.10.24	Agenda for Investment Committee on Monday, 21st October, 2024, 2.00 pm (cambridgeshirepeterborough-ca.gov.uk)
Business Board	11.11.24	Agenda for Business Board on Monday, 11th November, 2024, 2.30 pm (cambridgeshirepeterborough-ca.gov.uk)
Employment & Skills Board	12.11.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=151&MId=219&Ver=4
Mayors Question Time	12.09.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=175&MId=226&Ver=4

Forthcoming CPCA meetings include:

CPCA COMMITTEE	DATE OF MEETING	LINK
Combined Authority Board	22.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=141&MId=148&Ver=4
Combined Authority Board	19.03.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=141&MId=149&Ver=4
Audit & Governance Committee	21.02.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=142&MId=156&Ver=4
Overview & Scrutiny Committee	26.01.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=139&MId=162&Ver=4
Overview & Scrutiny Committee	27.03.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=139&MId=164&Ver=4
Environment & Sustainable Communities Committee	29.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=143&MId=121&Ver=4
Skills & Employment Committee	27.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=140&MId=133&Ver=4
Transport & Infrastructure Committee	24.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=138&MId=126&Ver=4
Transport & Infrastructure Committee	05.02.24	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=138&MId=128&Ver=4
Investment Committee	13.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=146&MId=211&Ver=4
Business Board	20.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=137&MId=142&Ver=4
Business Board	31.03.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=137&MId=143&Ver=4

Employment & Skills Board	07.01.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=151&MId=220&Ver=4
Employment & Skills Board	11.02.25	https://democracy.cambridgeshirepeterborough-ca.gov.uk/ieListDocuments.aspx?CId=151&MId=221&Ver=4

Key PIs:

Key PI	Description	Target 24/25	Cumulative Target	Cumulative Performance	Variance (RAG)
PRC1	% of customer queries processed at the first point of contact	99%	85%	96.36%	
PRC2	% of customers satisfied with our service (measured annually in February)	97.94%	-	N/A (Feb 2025)	
PRC3	% of contact centre calls answered within 20 seconds	43.96%	46.5%	54.59%	
PRC4	% of contact centre calls handled	83.46%	80%	89.12%	
ARP3	In year % of Council Tax collected	100%	65.24%	64.75%	
ARP4	Council Tax net collection fund receipts	£73,595,060	£48,014,491	£48,175,619	
ARP5	In year % of NNDR collected	96.57%	62.75%	64.78%	
ARP6	NNDR net collection fund receipts	£28,409,318	£18,308,398	£19,556,133	
HR2	% of staff that feel proud to work for FDC	87%	-	N/A (Dec 2024)	

Key:	
	Within 5% of target
	5-10% below target
	10% or more below target

Comments

Motion submitted by Councillor Dal Roy regarding the Fenland Flag

Fenland has a large diverse community encompassed in the four market towns, as well as the small villages in between. The population in the Eastern region has grown since 2011 by 8.3% and in Fenland around 7.6% from 2011 to 2021, that's 95300 up to over 102,500 in that time, and we continue to grow.

Fenland is now a very culturally diverse area with people from around the globe contributing to our economy, and yet we have no identity. The people of Fenland need an identity to bring them together as Fenlanders. Not just with the foods they introduce us to, the fashion but also the fabric of languages and customs making Fenland a great place to live and work.

To gain official acceptance, the flag needs to be added to the Flag Registry held by the Flag Institute. James Bowman, who originally came up with the idea of 'The Flag of the Fens' already has strong backing from individuals and business as well as our very own MP, Mr Barclay. The application for registration would however benefit from further expressions of support from elected representatives in the area.

It is considered that registration of the flag would give our people an identity. People of all faiths and religions, brought together in one place under one identity. I therefore put this to full Council that we officially endorse and formally record our support for the Flag of the Fens, as have many Councils around us, giving us an identity in this very fragmented world. Let's be proud to be called Fenlanders.

This page is intentionally left blank

Motion submitted by Councillor Tim Taylor

Sustainability of Farming and Horticulture in Fenland

Fenland is a rural area. Many of the businesses in this area rely on the agricultural and horticultural sectors - not just farmers, but haulage companies and equipment suppliers right through the range to small corner shops.

Fenland District Council wants local businesses to thrive within our area, and the Council recognises that the agricultural and horticultural sectors are a major part of our rural economy.

Fenland District Council will continue to support all businesses within its area and is especially aware of the extra pressures facing agricultural businesses following recent changes in national Government policies.

Diversification is an established route for agricultural businesses to achieve greater sustainability – one common method used is to establish a farm shop to sell locally grown farm produce directly to the public. There is a new national directory being put together of farmers who wish to sell to the public directly through farm shops.

Farm shops often require planning permission. The granting of planning permission depends upon the individual circumstances of each planning application, within the context of the existing Local Plan and the various pieces of legislation and guidance laid down by Government.

Fenland District Council resolves to write to Baroness Taylor, Minister at the Department for Housing, Communities and Local Government, urging her to ensure that any future changes made to the NPPF help agricultural businesses to diversify by eliminating any obstacles that farms face when seeking to open a farm shop.

Fenland District Council will soon be agreeing its Draft Local Plan. Council asks that specific consideration is given to include provisions within the Draft Local Plan which will make it easier for planning applications for farm shops to be approved, as well as other policies to support farmers and food production.

Fenland District Council also asks that the Portfolio Holder for Planning to keep herself up to speed in relation to any specific planning applications for farm shops and outlets.

This page is intentionally left blank

Motion submitted by Councillor Brenda Barber

Preservation of Fenland Landscape and Recognition of the area of Fenland as a Critical Food Producing Area

This Council notes:

- 1) The unique and valuable characteristics of the Fenland landscape, which not only provides a distinct natural heritage, but also contributes significantly to local biodiversity and the identity of our area.
- 2) The critical role that Fenland plays as a key food-producing area, supporting both local and national food security, and contributing significantly to the agricultural economy.
- 3) The potential impacts of national significant infrastructure projects planned for our area, specifically those related to energy generation and distribution at significant scale, which threaten to disrupt and alter our valuable landscape.

This Council believes:

- 1) That it is essential to preserve the Fenland landscape to maintain its ecological balance, scenic beauty, and historical significance.
- 2) That protecting our agricultural lands is vital for the continued prosperity of local farmers and the broader agricultural industry, ensuring ongoing food production capacity and the nationally significant role that our area plays in feeding the country.
- 3) That any development or infrastructure project within our district must be carefully planned and executed to minimise adverse impacts on our landscape and agricultural productivity.

This Council:

- 1) Urges the relevant national authorities and infrastructure project planners to recognise the importance of the Fenland landscape's role as a food-producing area.
- 2) Advocates for the implementation of mitigation strategies to minimise the visual and ecological impact of infrastructure developments, including the consideration of alternative technologies and routing options.
- 3) Encourages local stakeholders and residents, to engage in consultation processes to ensure their voices are heard and their concerns addressed in the planning and development processes.

- 4) Recognises initiatives that promote the sustainable development of energy infrastructure while balancing the need to preserve our natural and agricultural heritage.
- 5) Supports collaboration with other local authorities, including our partners within the South and East Lincolnshire Councils to present a united front in the protection of our landscapes and agricultural interests.

By passing this motion, we reaffirm our commitment to safeguarding the Fenland landscape and ensuring the sustainability and productivity of Fenland as a vital food-producing area for the benefit of current and future generations.

Agenda Item No:	11	
Committee:	Council	
Date:	16 December 2024	
Report Title:	Treasury Management Strategy Statement and Annual Investment Strategy Mid-Year Review 2024/25	

Cover sheet:

1 Purpose / Summary

The purpose of this report is to review the Council's Treasury Management activity for the first six months of 2024/25 and to provide members with an update on matters pertinent to future updates to the Council's Treasury Management Strategy.

2 Key issues

- The attached report has previously been presented to Audit and Risk Management Committee at their meeting on 4 December 2024.
- The Council has operated within its Treasury Management Strategy Statement (TMSS), Annual Investment Strategy, treasury limits and prudential indicators set by Council for the first six months of 2024/25.
- The next reduction in Bank Rate is forecast in Q1 2025 and then a pattern to evolve whereby rate cuts are made quarterly and in keeping with the release of the Bank of England's Quarterly Monetary Policy Reports.
- Forward projections for PWLB certainty rates are that over the short and medium part of the curve, rates will remain elevated over the course of the next year. Rates in the longer part of the curve will depend on Bank Rate loosening, inflation and geo/political concerns.
- Prudential indicators have been updated to reflect the latest capital programme and borrowing projections.
- No new external borrowing has been taken out to date in 2024/25. The current Medium Term Financial Strategy assumes that some external borrowing will be required over the three-and-a-half-year period to 31 March 2027.
- Investment income received from temporary investments (call accounts and fixed term deposits) for the first six months of 2024/25 was £307k. Projected investment income for 2024/25 is £480k against an original budget of £445k.
- Projected income from property funds for 2024/25 is forecast at £130k against an original budget of £150k.
- Debt rescheduling opportunities have increased over the course of the past six months and will be considered if giving rise to long-term savings. However, no debt rescheduling has been undertaken to date in the current financial year.

3 Recommendations

It is recommended that Members note the report.

Wards Affected	All
Portfolio Holder(s)	Cllr Chris Boden, Leader and Portfolio Holder, Finance
Report Originator(s)	Peter Catchpole, Chief Finance Officer and Corporate Director Mark Saunders, Chief Accountant
Contact Officer(s)	Peter Catchpole, Chief Finance Officer and Corporate Director Mark Saunders, Chief Accountant
Background Paper (s)	Link Asset Services template Council Report - 26 February 2024 - General Fund Budget 2024/25 and Capital Programme 2024-27

Report:

1 Context

- 1.2 The Council's responsibilities in relation to Treasury Management are defined as part of the Local Government Act 2003 ('the Act'). The Act requires the Council to have regard to the Treasury Management Code published by the Chartered Institute of Public Finance and Accountancy, (CIPFA).
- 1.3 Additionally, there is a statutory requirement for the Council to comply with the Prudential Code. There is a close interaction between the Treasury Management Code and the Prudential Code. The Prudential Code establishes a framework for the Council to self-regulate the affordability, prudence and sustainability of its capital expenditure and borrowing plans whilst the Treasury Management Code is concerned with how the Council uses its Treasury Management function to progress the future plans developed with reference to the Prudential Code.
- 1.4 In December 2021, CIPFA issued revised Prudential and Treasury Management Codes. These require local authorities to provide a Capital Strategy, a summary document approved by full Council covering capital expenditure and financing, treasury management and non-treasury investments.
- 1.5 The Council's Capital Strategy for 2024/25 was approved by Full Council on the 26 February 2024.

Treasury Management

- 1.6 Treasury management is defined as "The management of the local authority's borrowing, investments and cash flows, its banking, money market and capital market transactions; the effective control of the risks associated with those activities and the pursuit of optimum performance consistent with those risks."
- 1.7 The Council complies with the requirements of CIPFA's Code of Practice on Treasury Management (revised 2021).
- 1.8 The primary requirements of the Code applicable to the 2024/25 financial year are as follows:
 - Creation and maintenance of a Treasury Management Policy Statement, which sets out the policies and objectives of the Council's treasury management activities.
 - Creation and maintenance of Treasury Management Practices, which set out the manner in which the Council will seek to achieve those policies and objectives.
 - Receipt by Full Council of an annual Treasury Management Strategy Statement, including the Annual Investment Strategy and Minimum Revenue Provision Policy for the year ahead, a Mid-year Review Report and an Annual Report covering activities during the previous year.
 - Delegation by the Council of responsibilities for implementing and monitoring treasury management policies and practices and for the execution and administration of treasury management decisions.
 - Delegation by the Council of the role of scrutiny of treasury management strategy and policies (including Mid-year Review Report) to a specific named body. For this Council the delegated body is the Audit and Risk Management Committee.
- 1.9 This mid-year report has been prepared in compliance with CIPFA's Code of Practice on Treasury Management and covers the following:

- an economic update for the first six months of 2024/25 taking account of expert analysis provided by the Council’s Treasury Management Advisors, Link Asset Services;
- a review of the Treasury Management Strategy Statement and Annual Investment Strategy;
- the Council’s capital plans;
- a review of the Council’s investment portfolio for 2024/25;
- a report of the Council’s borrowing strategy for 2024/25;
- a report of debt rescheduling during 2024/25;
- a review of compliance with Treasury and Prudential Limits for 2024/25.

2 Economic Update

- 2.1 Following the 30 October Budget and the outcome of the US Presidential election on 6 November, at its latest monetary policy meeting on 7 November 2024, the Bank of England cut interest rates by 25bps to 4.75%.
- 2.2 The Office for Budgetary Responsibility and the Bank of England’s view following the budget, is that inflation (measured by CPI) will increase in the short term, staying sticky until at least 2026 before dropping back below 2% in 2027. Policy decisions following the US President election could prove inflationary too.
- 2.3 The anticipated major investment in the public sector, according to the Bank of England, is expected to lift UK real GDP to 1.7% in 2025 before growth moderates in 2026 and 2027. The debate around whether the Government’s policies lead to a material uptick in growth primarily focus on the logistics of fast-tracking planning permissions, identifying sufficient skilled labour to undertake a resurgence in building, and an increase in the employee participation rate within the economy.

3 Interest Rate Forecast

- 3.1 The Council’s treasury advisor, Link Group, provided the following forecasts on 11th November 2024. The PWLB rate forecasts are based on the Certainty Rate (the standard rate minus 20bps)

Link Group Interest Rate View	11.11.24												
	Dec-24	Mar-25	Jun-25	Sep-25	Dec-25	Mar-26	Jun-26	Sep-26	Dec-26	Mar-27	Jun-27	Sep-27	Dec-27
BANK RATE	4.75	4.50	4.25	4.00	4.00	3.75	3.75	3.75	3.50	3.50	3.50	3.50	3.50
3 month ave earnings	4.70	4.50	4.30	4.00	4.00	4.00	3.80	3.80	3.80	3.50	3.50	3.50	3.50
6 month ave earnings	4.70	4.40	4.20	3.90	3.90	3.90	3.80	3.80	3.80	3.50	3.50	3.50	3.50
12 month ave earnings	4.70	4.40	4.20	3.90	3.90	3.90	3.80	3.80	3.80	3.50	3.50	3.50	3.50
5 yr PWLB	5.00	4.90	4.80	4.60	4.50	4.50	4.40	4.30	4.20	4.10	4.00	4.00	3.90
10 yr PWLB	5.30	5.10	5.00	4.80	4.80	4.70	4.50	4.50	4.40	4.30	4.20	4.20	4.10
25 yr PWLB	5.60	5.50	5.40	5.30	5.20	5.10	5.00	4.90	4.80	4.70	4.60	4.50	4.50
50 yr PWLB	5.40	5.30	5.20	5.10	5.00	4.90	4.80	4.70	4.60	4.50	4.40	4.30	4.30

- 3.2 Link’s latest forecast is that monetary policy is sufficiently tight at present to cater for some further moderate loosening, the extent of which, however, will continue to be data dependent. The next reduction in Bank Rate is forecast to be made in February and for a pattern to evolve whereby rate cuts are made quarterly and in keeping with the release of the Bank of England’s Quarterly Monetary Policy Reports. Any movement below a 4% Bank Rate will, nonetheless, be very much dependent on inflation data in the second half of 2025.
- 3.3 PWLB Forecast - The short to medium part of the curve is forecast to remain elevated over the course of the next year, and the degree to which rates moderate will be tied to the arguments for further Bank Rate loosening or otherwise. The longer part of the curve will also be impacted by inflation factors, but there is also the additional concern that with other major developed economies such as the US and France looking to run

large budget deficits there could be a glut of government debt issuance that investors will only agree to digest if the interest rates paid provide sufficient reward for that scenario.

4 Treasury Management Strategy Statement and Annual Investment Strategy Update

4.1 The Treasury Management Strategy Statement (TMSS) for 2024/25 was approved by Council on 26 February 2024. There are no policy changes to the TMSS.

4.2 Changes are required to some of the prudential indicators as a result of the forecast 2024/25 capital outturn. The following table compares the previous prudential indicators (agreed on 26th February) against the latest revised indicators.

Prudential Indicators	2024/25 Previous £000	2024/25 Revised £000
Capital Programme	9,425	16,452
Capital Financing Requirement	18,345	20,795
Gross Debt	19,080	15,575
Operational Boundary	20,080	16,575
Authorised Limit For External Debt	25,080	21,575

5 The Council's Capital Position

5.1 This part of the report is structured to update:

- the Council's capital expenditure plans;
- how these plans are being financed;
- the impact of the changes in the capital expenditure plans on the prudential indicators and the underlying need to borrow; and
- compliance with limits in place for borrowing activity.

5.2 An updated capital programme and the financing of that programme for 2024/25 is to be presented to Cabinet for approval on 16 December 2024. This revised estimate will address amendments to the programme since February, including re-profiling schemes from 2023/24 and the allocation of further capital funds for the acquisition of Meadow Court, Elm, an additional refuse vehicle and a re-assessment of resources available in the period 2024-27. The tables in this report reflect this updated programme.

5.3 The table below compares the revised estimates with the original capital programme which was incorporated into the 2024/25 Treasury Management Strategy Statement (TMSS).

Capital Programme	2024/25 Original Estimate £000	2024/25 Revised Estimate £000
Current Forecast Expenditure	9,425	16,452
Financed by:		
Capital Grants	2,754	7,518
Section 106's & Contributions	45	120
Capital Receipts	250	250
Capital Reserves	730	789
Total Financing (before borrowing)	3,779	8,677
Borrowing Requirement	5,646	7,775

- 5.4 The capital expenditure plans set out above provide a summary of future level of spend. The treasury management function ensures that the Council's cash is organised in accordance with the relevant professional codes, so that sufficient cash is available to meet service activity and the Council's capital strategy.
- 5.5 The Council's projections for borrowings in 2024/25 are summarised below. The following table shows the actual external debt, against the underlying capital borrowing need (the Capital Financing Requirement – CFR). The revised estimated CFR is higher than the original budget forecast (see paragraphs 5.2 and 5.3 above).

External Debt Projections	2024/25 Original Estimate £000	2024/25 Revised Estimate £000
External Debt at 1 April	13,430	7,800
Prudential Borrowing	5,650	7,775
Gross Debt at 31 March	19,080	15,575
Capital Financing Requirement at 31 March 2025	18,354	20,795
Borrowing Less CFR – 31 March 2025	726	(5,220)

- 5.6 The Council has made provision to repay all 'borrowing' liabilities through increased Minimum Revenue Provision (MRP) in the General Fund revenue budget.
- 5.7 Within the prudential indicators there are a number of key indicators to ensure that the Council operates its activities within defined limits. One of these is that the Council needs to ensure that its gross debt does not, except in the short term, exceed the total CFR in the preceding year plus the estimates of any additional CFR for 2024/25 and the next two financial years. This allows some flexibility for limited early borrowing for future years. The Council has approved a policy for borrowing in advance of need. The policy permits borrowing in advance of need where it is prudent to do so.

Members should note that the current limits and estimates set out below have been determined with reference to the existing capital programme.

- 5.8 The operational boundary is the limit beyond which external debt is not normally expected to exceed. In most cases this would be a similar figure to the CFR but may be lower or higher depending on the levels of actual debt.

Operational Boundary	2024/25 Original Estimate £000	2024/25 Revised Estimate £000
Debt	16,080	13,575
Plus Other Long Term Liabilities Finance Leases	1,000	1,000
Commercial Activities/ Non Financial Investments	3,000	2,000
Operational Boundary for Year	20,080	16,575

- 5.9 A further prudential indicator controls the overall level of borrowing. This is the Authorised Limit, which represents the limit beyond which borrowing is prohibited and needs to be set and revised by Members. It reflects the level for borrowing which, while not desired could be afforded in the short term but is not sustainable in the longer term. It is the expected maximum borrowing need with some headroom for unexpected movements. This is the statutory limit determined under section 3 (1) of the Local Government Act 2003.

Authorised Limit For External Debt	2024/25 Original Estimate £000	2024/25 Revised Estimate £000
Debt	21,080	18,575
Plus Other Long Term Liabilities Finance Leases	1,000	1,000
Commercial Activities/ Non Financial Investments	3,000	2,000
Total Borrowing	25,080	21,575

- 5.10 The Corporate Director & Chief Finance Officer reports that no difficulties are envisaged for the current year in complying with the above prudential indicators.

6 Investment Portfolio

- 6.1 In accordance with the Treasury Management Code, it is the Council's priority to ensure security of capital and liquidity and to obtain an appropriate level of return which is consistent with the Council's risk appetite.
- 6.2 The current forecasts for bank rate are shown in paragraph 3.1 above.
- 6.3 The Council held £15.087m of investments, including property funds at 30th September 2024 (14.911m at 31st March 2024). The investment portfolio yield from temporary investments (call and fixed term deposits) for the first 6 months of the year was 5.12%, the same rate as the 7 day backward looking average Sonia Rate for the same period.
- 6.4 The Council has achieved investment income of £307k on its temporary investment portfolio to 30th September 2024. The projected income for 2024/25 is £480k compared with an original budget of £445k.
- 6.5 £4m of the Council's investments are held in externally managed pooled property funds where short-term security and liquidity are lesser considerations, and the objectives instead are regular revenue income (from quarterly cash distribution payments) and long-term price stability. The Council views these as a long-term investment that it has entered into for a minimum of five years as this manages the risk of fluctuations in the value of the investment which was £3.238m at 30 September 2024. Since mid-2022 commercial property market has had a difficult time in general as property prices fell sharply in response to high inflation, rising interest rates and increased debt costs which accounts for the fall in value. The distributions payable for the first quarter was £34,420 (second quarter returns are expected in November), which is a 4% revenue income distribution return.
- 6.6 The 2024/25 projected outturn for property fund income is £130k against a budget of £150k.
- 6.7 The Corporate Director and Chief Finance Officer confirms that the approved limits within the Annual Investment Strategy were not breached during the first six months of 2024/25.

7 Borrowing Strategy

- 7.1 The Council's estimated CFR for 2024/25 is £20.795m. The CFR denotes the Council's underlying need to borrow for capital purposes. If the CFR is positive the Council may borrow from the PWLB or the market (external borrowing) or from internal balances on a temporary basis (internal borrowing). The balance of external and internal borrowing is generally driven by market conditions.
- 7.2 No new external borrowing has been undertaken during 2024/25 to date. The Council has utilised surplus cash flow funds in lieu of borrowing. This is a prudent and cost-effective approach in the current economic climate but will require ongoing monitoring if gilt yield remain elevated, particularly at the longer-end of the yield curve (25 to 50 years).
- 7.3 The current Medium Term Financial Strategy assumes that some external borrowing will be required over the three-and-a-half-year period to 31 March 2027. Assumptions about the level of external interest payable are included within the budget. Responsibility for deciding when to borrow externally, together with details of the amount to borrow and the term and type of any loan, rests with the Chief Finance Officer. The Chief Finance Officer's decision will be informed by advice from the Council's treasury management advisors and information regarding the progress of schemes set out in the capital programme. Any borrowing decisions will be reported to Cabinet through the annual treasury management report.

8 Debt Rescheduling

- 8.1 Debt rescheduling opportunities have increased over the course of the past six months and will be considered if giving rise to long-term savings. However, no debt rescheduling has been undertaken to date in the current financial year.

This page is intentionally left blank

Agenda Item No:	12	
Committee:	Council	
Date:	December 16th 2024	
Report Title:	Economic Growth Strategic Refresh 2025-28	

1 Purpose / Summary

- 1.1 This Strategic Refresh document has been created to continue the delivery of the Council's Economic Development Strategy 2012-2031 (EDS) and follows the first Strategic Refresh 2022-25. It sets out how the Council's Economic Growth Team, other Council departments and public and private partners will continue to work together to support economic growth in Fenland.
- 1.2 This Strategic Refresh also sets out the outputs and outcomes delivered via the first Strategic Refresh.

2 Key Issues

- 2.1 Since the approval of the Council's EDS and the first Strategic Refresh much of the local, regional, and national context has changed significantly for example EU-Exit, Covid-19, climate change and a new national government.
- 2.2 In addition, several strategies and plans have been produced by partners including the Cambridgeshire & Peterborough Combined Authority's State of the Region and Shared Vision and the potential for a new reservoir in Fenland all which need to be reflected in the Strategic Refresh.
- 2.3 These factors all contribute to the need for a second Strategic Refresh of the EDS.
- 2.4 The Cabinet at its meeting held on 15th November 2024 approved that the Strategic Refresh be considered by the Council and recommended its approval.

3 Recommendations

- 3.1 Council is requested to consider and approve the Economic Growth Strategic Refresh 2025-28.

Wards Affected	All
Forward Plan Reference	
Portfolio Holder(s)	Cllr Ian Benney
Report Originator(s)	Anna Goodall, Assistant Director Simon Jackson, Economic Growth Manager Ann Wardle, Business Engagement Manager
Contact Officer(s)	Simon Jackson, Economic Growth Manager
Background Papers	Economic Growth - Strategic Refresh 2025-2028

Report:

1 BACKGROUND AND INTENDED OUTCOMES

- 1.1 The economy, supporting economic growth, is one of the Council's three outward facing Corporate Priorities.
- 1.2 This Second Strategic Refresh has been created to continue the delivery of the Council's Economic Development Strategy 2012-2031 (EDS) and follows the first Strategic Refresh 2022-25. It sets out how the Council's Economic Growth Team, other Council departments and public and private partners will continue to work together to drive forward economic growth in Fenland and ensure that we are known as being "open for all business".
- 1.3 Since the approval of the EDS and first Strategic Refresh some of the local, regional, and national context has changed significantly for example through EU Exit and a new national government. In addition, partner strategies and services have also been created such as Cambridgeshire and Peterborough Combined Authority's State of the Region and Shared Vision and Business Growth service. These changes in context and new strategies and services all contribute to the need for a second Strategic Refresh of the EDS and hence this document.
- 1.4 Economic growth is ultimately delivered by the people who own and/or run businesses. Those who are already in Fenland, those who relocate to Fenland and those who create a business in Fenland. One of the key roles of the Council is to support those owners, managers, and entrepreneurs in their growth decisions, location decisions and aspirations by for example enabling access to the high-quality business support that is available including any grant funding.
- 1.5 This second Strategic Refresh embodies this supportive role and is reflected in the refresh as follows:

- 1.5.1 **Growing businesses** - Through engagement with existing local businesses the Council targets the support that is available to help enable each business to grow and assist them to overcome any barriers to growth or to develop opportunities. This includes ensuring that businesses are aware of and supported in applying for any financial support for which they are eligible.
- 1.5.2 **More business start-ups** – Help ensure that the support is in place to enable local people to start a business and to stay in business including the possible availability of grant funding.
- 1.5.3 **Attract new businesses** - Help attract new businesses into the district from supermarkets and fast-food brands to businesses seeking a European or UK base. The Council proactively engages with targeted new business opportunities to ascertain each businesses plans and location requirements and puts together propositions with the aim of attracting them into Fenland.
- 1.5.4 **Available workforce** – Help ensure that supply of and skills of the available workforce are appropriate for the Fenland marketplace, as well as offering young people improved aspirations, increased wage levels and alternative career paths. Represent companies’ skills requirements for the development of skills support, funding and development of relevant courses.
- 1.5.5 **Available serviced land and premises** - Acquiring technical and specialist support to bring forward employment sites and premises to include infrastructure, highway, and market/commercial assessments. To bring together these and other similar requirements into a database of investment opportunities in Fenland.
- 1.6 The success of this Strategic Refresh will be demonstrated by the value each business places on their interaction with the Council and partners as demonstrated through case studies and feedback.
- 1.7 Economic growth can also provide opportunities for the Council to generate net positive income either through investment itself or potentially via Fenland Future Limited and can also generate business rate growth and therefore an increased revenue stream into the Council.

2 REASONS FOR RECOMMENDATIONS

- 2.1 As one of the Council’s three outward facing Corporate Priorities it is important that how the Council supports economic growth is as effective as possible and this second Strategic Refresh updates the existing EDS and follows the first Strategic Refresh 2022-25 to ensure that this continues to be the case.

3 CONSULTATION

- 3.1 Engagement with partners on other strategies has enabled external views and policies to be incorporated into the Strategy Refresh.

4 ALTERNATIVE OPTIONS CONSIDERED

- 4.1 An alternative to actively and proactively supporting Fenland's economic growth would be for the Council not to do so. However, there is clear evidence that the Council plays a vital role in the Economic Growth of the District including the attraction of significant external funding and investment, the provision of commercial property, attraction of new businesses into the district and expansion of businesses already in Fenland.
- 4.2 Moreover, all the other Districts and the Combined Authority in Cambridgeshire and Peterborough also recognise the importance of their Council supporting economic growth and the very competitive environment that exists for securing funding and investment.
- 4.3 This alternative option was considered and rejected as it would result in Fenland being significantly disadvantaged in securing economic growth and external funding.

5 IMPLICATIONS

5.1 Legal Implications

- 5.1.1 There are no specific legal issues engaged by the recommendations contained in this Report.

5.2 Financial Implications

- 5.2.1 All financial implications have been reflected for in the Council's draft budget.

5.3 Equality Implications

- 5.3.1 All individual projects and services have been assessed to ensure equality of access, etc.

6 SCHEDULES

Schedule 1 – Draft Fenland Economic Growth Strategic Refresh, 2025-28

SCHEDULE 1
Fenland Economic Growth Strategic Refresh 2025-28



Fenland Economic Growth

Strategic Refresh 2025-2028

Delivering the Council's Economic Development Strategy 2012-
2031

November 2024

Foreword by Cllr Ian Benney Portfolio Holder for Economic Growth



Fenland is a great place to live, work or visit and as Cabinet Member for Economic Growth I want to ensure that the residents benefit from local economic growth. There are major opportunities for growth in Fenland and this Second Strategic Refresh sets out how the Council will help maximise these opportunities over the next three years.

Ultimately economic growth is delivered by local businesses and the key role the Council undertakes is to support entrepreneurs, owners and managers when making decisions about how and when to grow or start their business. This second refresh sets out how the Council will continue to contribute to the decisions made by businesses.

Since the first Strategic Refresh much has been achieved including providing over £1.4m of grant funding and establishing a Customer Relationship Management system to enable real engagement with local businesses. You'll find more detail on what has been delivered set out in the Refresh.

Finally, whilst having a regular Refresh is important what I always ask is that action follows and having meaningful impact on economic growth in Fenland. With that in mind, you will find this Second Refresh to be as concise as possible, with a focus on measurable action and demonstrating that Fenland is truly open for all businesses.

Cllr Ian Benney

Email: ibenney@fenland.gov.uk

Contents

i. Executive Summary	1
1. Introduction	3
2. Changing Context	5
3. Strengths, Weaknesses, Opportunities and Threats for the Fenland Economy ...	12
4. Actions	13
Enterprise	14
Workforce development	18
Enabling infrastructure	20
Business retention & growth	23
Inward investment	28
5. Measuring the success of the Refresh	32
6. Bidding for external funding	38
7. Income generation	39

i. Executive Summary

This Second Strategic Refresh (hereafter referred to as Refresh) has been created to continue the delivery of the Councils Economic Development Strategy 2012-2031 and follows the First Strategic Refresh 2022-25. It sets out how the Council's Economic Growth Team, other Council departments and public and private partners will continue to work together to drive forward economic growth in Fenland and ensure that we are open for all businesses

Economic growth is delivered by businesses, those who are already in Fenland and are growing, those who relocate to Fenland and those who create a business in Fenland. One of the key roles of the Council is to support those owners, managers, and entrepreneurs in their growth decisions and aspirations by for example enabling access to the high-quality business support that is available including grant funding. The Refresh embodies this role and is reflected as follows:

- 1. Growing businesses** - Through engagement with existing local businesses the Council will target the support that is available to help enable each business to grow and assist them to overcome any barriers to growth or to develop opportunities. This will include ensuring that businesses are aware of and supported in applying for any grant funding support for which they are eligible.
- 2. More business start-ups** – Help ensure that the support is in place to help enable local people to start a business and to stay in business including where possible the availability of grant funding.
- 3. Attract new businesses** - Help attract new businesses into the district from supermarkets and fast-food brands to businesses seeking a first UK base. The Council will proactively engage with targeted new business opportunities to ascertain each businesses plans and location requirements.
- 4. Available workforce** – Help ensure both the supply of and skills of the available workforce are appropriate for the Fenland marketplace, as well as offering young people improved aspirations, increased wage levels and alternative career paths. Represent businesses skills requirements into the development of skills support funding and development of relevant courses.
- 5. Available serviced land and premises** - Acquiring technical and specialist support to bring forward employment sites and premises to include infrastructure, highway, and market/commercial assessments. To bring together these and other similar requirements into an “Commercial Investment Land and Property Database” for Fenland.

The success of the Refresh will be based upon how well the Council and its partners interacts with business owners and managers who make the decisions as to whether the business expands, relocates, or starts. Measuring success therefore includes

mostly input measures, inputs into the business decision making process. The ultimate outcome of the Refresh economic growth is delivered by business supported where required by the Council and its partners.

Critically, therefore, the success of the Refresh will be demonstrated by the value each business places on their interaction with the Council and partners as demonstrated through case studies and feedback.

The Council helps enable businesses to secure grant and other funding to support the growth of their business and attracts funding to support the growth of the economy for example for infrastructure to make available land for commercial development.

Economic growth provides opportunities for the Council to generate net positive income either through investment itself or via Fenland Future Limited and can also generate business rate growth and therefore an increased revenue stream into the Council.

1. Introduction

The economy is one of the Council’s three outward facing Corporate Priorities:

Quality Organisation Supporting effective delivery of our priorities and services	Communities	<ul style="list-style-type: none"> • Support vulnerable members of our community • Promote health and wellbeing for all • Work with partners to promote Fenland through culture and heritage
	Environment	<ul style="list-style-type: none"> • Deliver a high performing refuse, recycling and street cleansing service • Work with partners and the community on projects that improve the environment and our street scene • Work with partners to keep people safe in their neighbourhoods by reducing crime and anti-social behaviour and promoting social cohesion
	Economy	<ul style="list-style-type: none"> • Attract new businesses, jobs and opportunities whilst supporting our existing businesses in Fenland • Promote and enable housing growth, economic growth and regeneration across Fenland • Promote and lobby for infrastructure improvements across the district

The Council created and approved its Economic Development Strategy 2012-2031 (EDS), “Building a competitive vision for Fenland” that focuses on the most important outcomes and outputs required to ensure continued economic growth in Fenland.

In 2021 the First Strategic Refresh 2022-25 was approved to continue delivery of the EDS and set out how the Economic Growth Team, other Council departments and public and private partners (hereafter referred to in this document as the “Team”) could continue to work together to drive forward economic growth in the district. This second Strategic Refresh 2025-28 follows on from the first considering changing circumstances.

Each Refresh is reviewed annually to ensure that the actions undertaken by the Team remain responsive, appropriate, up to date, deliver real impact and demonstrate how Fenland is open for all businesses.

Each Refresh utilises the five strategic ‘Model for Growth’ themes developed in the EDS designed to positively impact economic growth:

- Enterprise
- Workforce development
- Enabling infrastructure
- Business retention & growth

- Inward investment

Within each theme the Refresh sets out the projects and initiatives designed to have the most impact on each theme and includes:

- Action being undertaken
- Outcome expected
- Measurable outputs

2. Changing Context

Since the approval of the Council's EDS and the First Strategic Refresh, some of the local, regional, and national context has changed significantly. This section sets out the most significant economic changes and the most recent strategic responses made by partners. These changes all contribute to the need for a regular strategic refresh of the EDS and hence this document.

Change in National Government

The national elections this year resulted in a change in government. The new Labour government pledged to introduce a new industrial strategy in their election manifesto, and the King's Speech included a commitment to establish an Industrial Strategy Council. Labour's new industrial strategy broadly will aim to achieve two main goals: economic growth and a green energy transition.

The Industrial Strategy will include government actions aimed at promoting the development and growth of specific industries or sectors that are considered strategically important. Essentially, the government will intervene to support certain businesses. Government support can take various forms, including providing financial assistance (subsidies), offering tax breaks, or purchasing goods and services from businesses for government use.

EU Exit

Since the referendum in June 2016, the Office for Budget Responsibility has conducted a range of analysis on the economic and fiscal implications of EU exit. The latest forecast was published in the March 2024 Economic and Fiscal Outlook.

Overall trade intensity in the UK and the rest of the G7

Trade volumes in all advanced economies declined sharply at the height of the pandemic in 2020. However, UK trade intensity (exports plus imports as a share of GDP) has not recovered in line with other G7 countries since then. In the third quarter of 2023, UK trade intensity remained 1.7 per cent below its pre-pandemic level from 2019. By contrast, it had risen 1.7 per cent above pre-pandemic levels on average in the rest of the G7.

Composition of trade in the UK and the rest of the G7

Within UK trade, there has been a significant and growing divergence between the performance of goods and services since the pandemic.

Growth in UK goods trade (exports plus imports) has fallen well behind the rest of the G7. At the end of 2023, UK goods trade was around 10 per cent below 2019

levels, while it was around 5 higher on average for the rest of the G7 in the third quarter.

Meanwhile, UK services trade growth has been the strongest in the G7. It reached around 12 per cent above 2019 levels at the end of 2023, versus around 9 per cent above in the rest of the G7 in the third quarter.

The UK's differential performance between goods and services trade post-Brexit likely reflects several factors. First, global trade in services, where the UK has a relative comparative advantage, has grown faster than global goods trades since 2008. Second, post-Brexit trade barriers have created more significant frictions for goods than services. Third, the UK is less dependent on the EU for services exports than goods exports – around a third of UK service exports go to the EU, compared to roughly half for goods. Fourth, digitalisation makes trade in some services easier and less dependent on physical proximity than in the past.

What is driving the growth in UK services trade?

UK services trade has continued to grow strongly, including with the EU, despite the increase in trade barriers post-Brexit. Looking at its sectoral composition, around two thirds of the growth in services trade volumes since 2019 has been driven by the 'other business services' sector, which includes management consulting, research & development, and advertising. By contrast, exports of financial services and transport have lagged other sectors, declining 5.9 per cent and 2.0 per cent respectively. These are also sectors which are more likely to have been impacted by Brexit frictions.

The recent strong growth in the UK's exports in 'other business services' could reflect several factors. First, trade barriers with the EU may be lower for these kinds of services than goods or other, more highly regulated, services such as banking. Second, there has been particularly strong growth in service exports to the US, possibly capturing US firms outsourcing work to the UK, supported by the recent weakness in the pound. Finally, there is some evidence that services firms may have circumvented trade barriers by selling through foreign affiliates.

However, it remains hard to draw firm conclusions given the challenges of disentangling the simultaneous impacts of Brexit, the Covid-19 pandemic, and other geopolitical developments affecting UK and global trade.

Covid-19 Pandemic

The UK economy has bounced back from the Covid-19 pandemic much faster than previously estimated, according to the Office for National Statistics.

Until relatively recently, the UK was thought to be the only G7 economy not to have returned to pre-pandemic levels. Recent figures give Britain a similar performance to

France and a stronger rebound than Germany, the eurozone's largest economy, but its recovery remains weaker than other countries.

Climate Change & Net Zero

Fenland is low-lying and vulnerable to unpredictable weather patterns and rising sea levels. Emissions-focused initiatives remain central to economic strategies across Cambridgeshire & Peterborough.

Meeting the new national target to reduce greenhouse gas emissions by at least 68% by 2030 and transitioning to net zero by 2050 demands an even greater focus on measures that deliver economic growth through sustainable choices, business models and jobs.

Climate change is a business opportunity. The low-carbon transition creates opportunities for efficiency, innovation and growth that extend beyond high-carbon industries like energy and transport to all sectors. Companies can save energy and materials costs, serve new customer needs, enhance their reputations, and better attract and retain talent — all because of working to reduce their emissions and those of their customers and suppliers. Through their governance role, boards can help to ensure that climate opportunities are captured by reviewing corporate strategy and focusing on long-term value.

With the increased investment need throughout the housing sector in sustainable and net zero carbon products and services, there is an urgent need to support the growth of existing and diversification of new entrants into the marketplace.

Strategies and Plans

Fenland Emerging New Local Plan

The Council is preparing a new Local Plan. This important document will determine what the district will look like in the future and how it will become an even better place to live, work and visit. Once adopted, the new Local Plan will replace the current Fenland Local Plan (May 2014). The plan will cater for the growth of the District to 2040 and seek to allocate enough land in a variety of locations to meet the Council's growth ambition and the demands of business.

CPCA Shared Ambition, June 2024

The purpose of the CPCA Shared Ambition is to create a framework to:

- Give focus to a common set of outcomes - articulating what we want for our future
- Support us in building from existing strategies, plans and initiatives, recognising the work already being advanced across the region

- Help drive increased integration, engagement, joined up thinking and action across stakeholders to deliver our shared outcomes

CPCA: State of the Region, September 2024

The Cambridgeshire and Peterborough (C&P) State of the Region 2024 provides a comprehensive, evidence-based assessment of C&P's current economic, social, and environmental landscape. By analysing the most up-to-date data and insights from across the region, the report serves as a resource and evidence base for stakeholders, policymakers, and community leaders to understand the area's opportunities, priorities, and pathways for sustainable growth and prosperity.

Eight key themes are categorised into five core themes and three cross-cutting themes. The five core themes include Business and Enterprise; Health & Wellbeing; Workforce, Jobs & Skills; Wildlife & Nature; and Net Zero & Climate Resilience. These are fundamental to understanding the region's economic, social, and environmental health. The three cross-cutting themes, Tackling Inequality; Place; and Connectivity, transcend individual categories, addressing issues that permeate multiple aspects of regional development.

1. Place identifies key facts regarding urbanisation and land use, such as 90% of the population residing in Built Up Areas, despite only 8% of the land being classified as such. Meanwhile, the significance of high-grade agricultural land is also highlighted to underscore the region's diverse assets.

2. Business & Enterprise investigates the thriving economy, responsible for £31 billion in Gross Value Added (GVA) annually and highlights areas of strength, such as Life Science and Healthcare sectors, and provides up-to-date analysis of areas such as the knowledge economy and global competitiveness.

3. Workforce, Jobs & Skills highlights data from across the employment landscape, covering 256,000 jobs. This considers the growth in knowledge-intensive sectors, particularly in Cambridge and South Cambridgeshire, as well as the quality of work and inequalities between local districts.

4. The Health & Wellbeing indicators start to reveal further geographic disparities, for example, differences in mortality rates and health indicators across the region. Yet, positive trends are also observed, such as declining levels of smoking prevalence.

5. Environmental stewardship is evident in the Wildlife & Nature theme, with a range of indicators discussed to support the region's commitment to preserving and enhancing natural assets.

7. Net Zero & Climate Resilience covers the tangible emissions reductions made across the region to date, whilst setting out challenges such as the decarbonisation of buildings and increasing environmental risks.

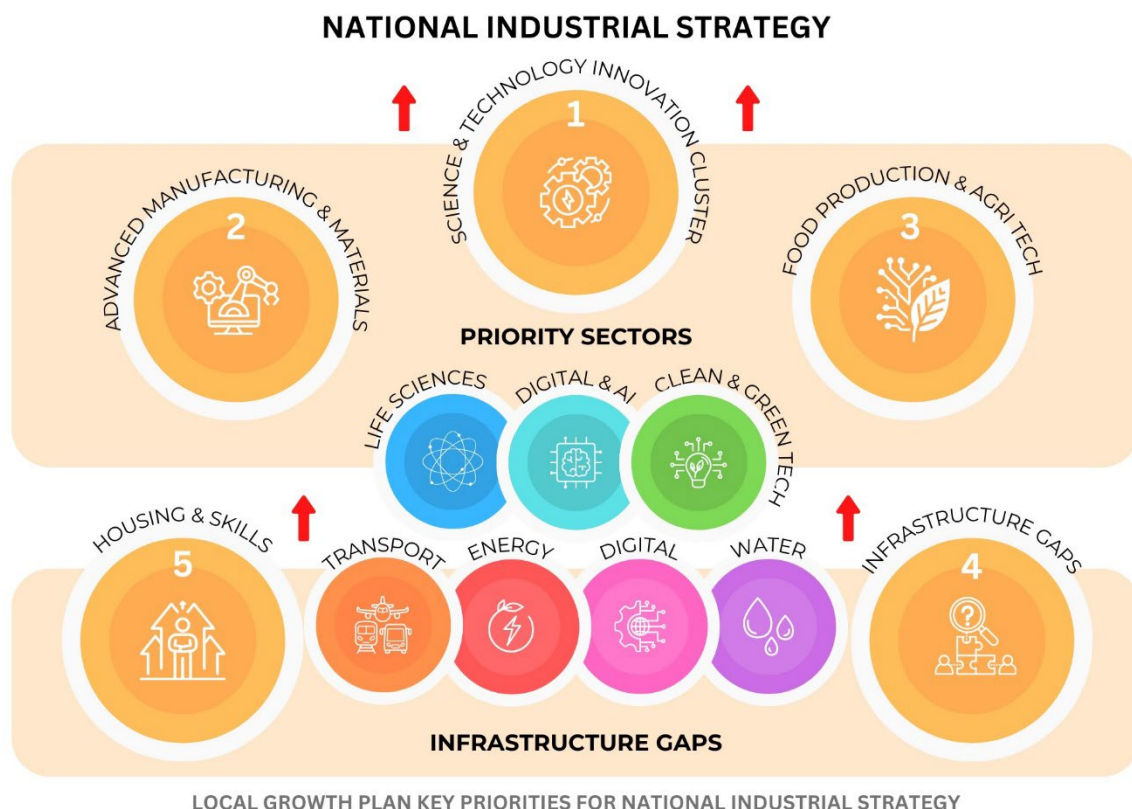
8. In addressing Tackling Inequality, the report unveils key disparities in incomes, employment gaps, and a range of other metrics underscoring the need for targeted intervention.

9. And finally, Connectivity reveals varying digital and transportation needs, at local, regional and interregional levels, presenting the need for investment to bring the region’s digital and transport connectivity up to that of some of its peers.

CPCA: Emerging Key Growth Priorities for a Local Growth Plan Feeding into the National Industrial Strategy, October 2024

A new 10-year Local Growth Plan required by the new Government guided by outputs from the Shared Ambitions and State of Region.

Set out below is a key diagram setting out five emerging key local growth priorities for the National Industrial Strategy, October 2024. The key theme underpinning sector strengths is the overall contribution to innovation and the globally significant science and technology innovation cluster. Two of the priorities reflect binding constraints and unlocking these has a direct causal relationship with the intensification, expansion and diffusion of the cluster (and the potential sector growth that sits within it) and the two other priority sectors that are nationally significant and through specific additional intervention can make a major contribution to the National Industrial Strategy.



CPCA: Single Assurance Framework, August 2024

As part of the overall CPCA Improvement Programme, a Single Assurance Framework (SAF) was developed. The aim of the SAF is to:

- To ensure there is focused investment for projects that support the delivery of the CPCA Strategy
- To ensure our projects & programmes are consistently delivering the required outcomes & driving impact
- To provide robust governance across all projects and programmes, at all stages of lifecycle
- To foster new collaborative ways of working between all areas delivering change

CPCA: Employment & Skills Strategy, 2022

This strategy builds on the ambition for Cambridgeshire and Peterborough set out in the 2019 Skills Strategy. The updated vision is for: A successful, globally competitive economy offering high-skilled, well-paid, good quality jobs, delivering increased productivity and prosperity to support strong, sustainable and healthy communities and enabled by an inclusive, world-class local skills system that matches the needs of our employers, learners and communities

Infrastructure Delivery Framework

The Combined Authority commissioned Stantec Ltd to take forward the Infrastructure Delivery Framework project. Data on development sites was sourced from councils and utility stakeholders contacted. This work has identified the major barriers to delivering sustainable growth as set out in Local Plans. The outputs have raised awareness of the extent of investment and sustainable growth being held back due to infrastructure constraints or costs linked to specific sites, or the cumulative impact of growth on strategic issues, such as water and energy supply.

Cambridgeshire & Peterborough Independent Economic Review (CPIER 2), 2024

Developing a single strategic position to underpin the case for greater fiscal devolution and powers to unlock the delivery of major infrastructure, following earlier CPIER 1.

CPIER 1 produced a review of all the available economic evidence for the area chaired by an experienced and expert panel, bringing in new research on business clusters and growth. The set out a series of key recommendations, many of which were reiterated and developed by the subsequent Cambridgeshire and Peterborough Local Industrial Strategy.

The review segmented Cambridgeshire and Peterborough into three key economic areas with boundaries described as “fuzzy” – Cambridge, Peterborough (includes Whittlesey) & The Fens (broadly comprises most of the District of Fenland, and parts of the Districts of Huntingdonshire and East Cambridgeshire).

The key points with regards to The Fens were:

- The Fens is the most challenged economically of the three
- Market towns have lost their former glory and struggle to attract or retain young people
- Rural communities struggling to maintain high value industries
- Brexit poses a challenge to provide low-cost labour – “a concern that at all skill levels, from highly skilled workers to unskilled workers, businesses rely on foreign labour”.
- Businesses need to tackle low labour productivity by investing in the skills of their workers
- Immense potential for the Fens as the apex of British agricultural production & an attractive way of life in thriving Market Towns

Oxford to Cambridge Pan-Regional Partnership

The pan-Regional Partnership strategy, discussed at the most recent Board meeting on 19 September 2024, will form an important element of the forthcoming mid-year review. The Board has now signalled that it wishes to embark on a new phase for the Partnership and to develop a more ambitious strategy that places greater emphasis and alignment to delivering the government’s missions, and in response to this new government’s proposed policy changes around devolution, strategic planning, and infrastructure, including the Government’s position on East West Rail. Work will shortly commence to develop this new Strategy, helping to provide a focus for a future programme of work post-March 2025.

3. Strengths, Weaknesses, Opportunities and Threats for the Fenland Economy

The EDS identified several strengths, weaknesses opportunities and threats (SWOT) for the Fenland economy and a number remain the same in 2024. The table below updates the original EDS SWOT:

	Fenland economy
Strengths	<ul style="list-style-type: none"> • Strong demand from expanding businesses and relocators • Super-fast broadband i.e., >95% premises now access at least 24Mbps rising to >97% over the next 12 months • Proposed housing growth • Entrepreneurial culture • Low-cost base • Vibrant engineering and food processing sectors • Supportive and flexible planning • University of Peterborough & College of West Anglia • North Cambridgeshire Training Centre
Weaknesses	<ul style="list-style-type: none"> • Lack of serviced land or available industrial units • Mobile and mobile broadband coverage in rural areas • Pockets of high levels of deprivation • Poor transport links both into and within the District • Image of the area • Limited arts, culture and night-time economies • Recruitment issues – actual recruits and skill levels
Opportunities	<ul style="list-style-type: none"> • Fens Reservoir • Potentially available land for development • New government Industrial Strategy • Climate change, low carbon & net zero i.e., market opportunities • Strategic employment sites i.e., Stainless Metalcraft Phase II Advanced Manufacturing Park & Peterborough Science & Technology Park • Location for Cambridge overspill
Threats	<ul style="list-style-type: none"> • Increasing workforce vacancy rates • Climate change i.e., flooding risk • Growth of neighbouring centres • National and international economic and political issues

4. Actions

Responsibility for delivery of the Refresh rests mostly with the Economic Growth Team comprising the Economic Growth Manager, Business Engagement Manger and My Fenland Technical Support Officer. The Economic Growth Team will either deliver projects directly or through working with others such as other departments within the Council, the CPCA and partners to ensure delivery of the Refresh.

The Refresh utilises the strategic 'Model for Growth' themes developed in the EDS; Enterprise, Workforce development, Enabling infrastructure, Business retention and growth and Inward investment.

The Refresh highlights the individual actions being undertaken, the expected outcome resulting from taking these actions and measurable outputs. All the actions help ensure that Fenland is seen as both supportive of and open for all businesses.

The actions respond to the changes in context as set out previously and reflected in the SWOT analysis for example the continuing issue of lack of serviced land and available commercial property and in particular light industrial premises and the significant new opportunities including Stainless Metalcraft Phase II Advanced Manufacturing Park and Peterborough Science & Technology Park.

Enterprise

Objective

Maintain and build a thriving enterprise and entrepreneurial culture that encourages businesses to start up and grow.

Work Plan

Action	Outcome	Measurables 2025-28	Delivered 2022-25
<p>Economic Growth Team Service</p> <ul style="list-style-type: none"> Promote available employment sites and premises via for example the Fenland for Business website, including: Boathouse Business Centre South Fens Business Centre and Enterprise Park Council owned land & industrial units Private commercial property and land 	<p>Enabling businesses to access to employment sites and development land to support business growth</p>	<p>15 enquiries per year converting to 3 businesses per year finding new premises/site</p>	<p>65 enquiries</p> <p>10 company expansions</p> <p>1 business consolidated into their premises in March from other premises outside the district.</p> <p>Currently working with:</p> <ul style="list-style-type: none"> Robotics company looking to expand due to an increase in exports to Ireland. 5 Medium business new site or existing site expansion 6 small businesses looking for new premises <p>Inward Investors</p> <ul style="list-style-type: none"> 2 businesses considering locating in Fenland

			<ul style="list-style-type: none"> Expansion of Peruvian agrifood company to create a manufacturing facility in 2025
Maintain regular meetings with the business community, including the Fenland Chamber of Commerce (FCC) & The Federation of Small Businesses (FSB)	More developed and coordinated approach to business intelligence to support business growth and competitiveness.	One new service to support businesses per year	<p>Quarterly meeting with FCC.</p> <p>Worked closely with Chair of FCC to re-establish the Chamber in Fenland.</p> <p>Quarterly meeting with FSB.</p>
Develop the Fenland for Business website to support businesses with signposting to advice and guidance and information	More businesses accessing the support and guidance available for example Growth Works that increases survival rates and job growth	<p>5% increase year on year of visitors to the Fenland for Business website.</p> <p>Increase the number of Fenland for Business followers on X by 5% year on year.</p> <p>We will add video content via YouTube, case studies showing how the Growth Team have supported local businesses and create a presence on LinkedIn.</p>	<p>Working with the Council's Communications Team have completely redesigned the Fenland for Business website with a customer focus on Start Ups, Growing Businesses and Inward Investors.</p> <p>Delivered 5% increase year on year of visitors to the Fenland for Business website and the number of followers on X.</p>
<p>Annual business start-up leaflet – targeting the hard to reach home based businesses and those considering starting a business.</p> <p>Signposting to the Fenland for Business website “Start” section of the website and encouraging new and existing businesses to register to receive regular e-</p>	Enabling more business start-ups and increasing the number of businesses registered on the Council's business database	<p>Every household paying Council Tax to receive a leaflet.</p> <p>Feeder for the Start & Grow programme.</p> <p>Additional 10% increase in new businesses registered on the Council's Fenland for Business website in the month post- delivery of the leaflet</p>	An insert with link to the Fenland for Business website was included in Council Tax bills providing information on the assistance provided to businesses by the Economic Growth Team and partner organisations.

newsletter updates. Delivered with the annual council tax bills.			
Partner business support introductions	Smart Manufacturing Association (SMA) regarding Industry 4.0 adoption and grants		<p>25 companies referred to the SMA and a joint event held at The Boathouse, Wisbech with 21 companies attending. The SMA closed in March 2023.</p> <p>Business and Intellectual Property Centre (March) regarding Start Up support and grants</p> <p>An officer sat on the judging panel for the BIPC start up grant awards, judging entries from across Cambridgeshire.</p>
Memberships and Events			<p>The team worked with partners to benefit Fenland businesses, including CPCA, Shoestring – a member of the East of England board of the Institute for Manufacturing scheme, Committee members of Fenland Chamber of Commerce and judging the BITP grant scheme for startup businesses in Cambridgeshire</p> <p>Innovate Edge event – held at NCTC to inform Fenland companies of the support available for innovation.</p> <p>StocksAG - Innovate UK Edge Event, David Hampton, manufacturing and operations director at Wisbech firm StocksAG, said: 'I found it to be very informative as we had no idea of the</p>

			help and support that was out there to help support our journey. Several of the topics discussed were exactly the things we are underway with here at StocksAG."
<p>Community Renewal Fund (CRF) "Start & Grow" programme ends in June 2022</p> <p>To aid Start and Grow to engage individuals and early-stage/micro businesses in an intensive enterprise programme. It will bring skills development and business investment together in one scheme through a 'pre-qualification' process for grant awards.</p>	<p>Increases start-up success through investment in local businesses; it equips new and existing enterprises with the business skills they need for sustainable growth and through this will safeguard jobs and increase employment.</p>	N/A	<p>(7 months period to end June 2022)</p> <p>Programme delivered:</p> <ul style="list-style-type: none"> • 25 supported enterprises • 8 jobs safeguarded • 25 new businesses • 25 new products • £150k investment attracted • £500k grants paid <p>Value for money: outputs require approximately £10k investment per business compared to the expected investment of £32k via other funded programmes.</p>

Workforce development

Objective

Help ensure that current supply of and skills of the available workforce are appropriate for the Fenland marketplace, as well as offering young people improved aspirations, increased wage levels and alternative career paths. Improved access to employment, training, and skills for balanced economic participation.

The Team will act as a key intermediary between business and key training and skills providers including the CPCA, colleges, developing North Cambs Training Centre and University of Peterborough.

Work Plan

Action	Outcome	Measurables 2025-28	Delivered 2022-25
<p>Work collaboratively with Jobcentre Plus to help raise awareness to businesses of enterprise opportunities and work placements.</p> <p>Quarterly meetings with Jobcentre Plus and proactive marketing of Department of Work and Pensions (DWP) programmes and initiatives</p>	<p>Improved awareness businesses of enterprise opportunities, apprenticeships, and work placements</p>	<p>4 meetings per annum with Jobcentre Plus</p> <p>3 listings per annum of DWP programmes in the Team's e-newsletter</p>	<p>4 meetings per annum with Jobcentre Plus.</p> <p>3 listings per annum of DWP in programmes in the Team's e-newsletter.</p> <p>DWP had a stand at the redundancy event, which was arranged by FDC officers for IPL, Westry staff.</p> <p>EG Team attended the DWP Jobs fair in Wisbech</p>
<p>Work collaboratively with College of West Anglia (COWA), North Cambridgeshire Training Centre</p>	<p>A more supportive environment for private sector involvement and</p>	<p>4 meetings per annum with COWA</p>	<p>4 meetings per annum with COWA & COWA presented their skills offer at an FDC online event to</p>

<p>(NCTC) and ARU Peterborough to deliver programmes that meet the needs of local business including quarterly collaboration meetings</p>	<p>improved opportunities for employment growth.</p> <p>NCTC provides training across a range of vocational subjects for between 80 and 130 apprentices each year. The apprentices are equipped to find good careers in the local economy and help businesses meet their skills needs.</p>	<p>4 meetings per annum with ARU Peterborough</p> <p>4 meetings per annum with NCTC</p>	<p>share lessons learnt from the retrofit program run by FDC and Clarion Housing</p> <p>4 meetings per annum with ARU Peterborough</p> <p>4 meetings per annum with North Cambridgeshire Training Centre.</p>
<p>To engage with CA Growth Works with Skills - demand-led skills service connecting learners and employers with opportunities that enable growth.</p>	<p>Deliver a fair and inclusive economy by empowering local people to access the education and skills needed to meet the needs of the local economy and business, both now and in the future.</p>	<p>N/A</p>	<p>Number of referrals per annum – 20 to end Dec 2023 when the service was ended by CPCA. A new Skills service was established in April 2024.</p>

Enabling infrastructure

Objective

The provision of excellent underpinning infrastructure, which, as well as providing serviced land and available premises, to include road and transport linkages and the provision of superfast broadband.

Work Plan

Action	Outcome	Measurables 2025-28	Delivered 2022-2025
<p>Acquiring technical and specialist support to bring forward employment sites to include infrastructure, highway, and market/commercial assessments. The sites include:</p> <ul style="list-style-type: none"> • Stainless Metalcraft, Advanced Manufacturing Innovation Launchpad & Manufacturing Technology Centre • Peterborough Science & Technology Park, 50 acres-built area 70 acres green space, carbon zero • Development of light industrial units adjacent to the ex-Bartletts site 	<p>Enable progress to be maintained to ultimately deliver sites and premises.</p> <p>Enable funding to be sought to support delivery.</p> <p>Business rate revenue forecast created.</p>	<p>12 key employment locations assessed, delivery plans and forecast business rate revenue projections in place.</p> <p>Delivery commenced on 3 key employment sites.</p>	<p>Internal FDC team created, and objectives agreed. Assessment of which sites to focus on within the project undertaken.</p>

<ul style="list-style-type: none"> Sites around the location of Fenton Way Chatteris <p>These sites and others to be combined into a key sites database capable of generating Investment Prospectus, completion of funding bids, etc</p>			
Work with partners to encourage and promote sustainable low carbon green infrastructure.	A more tailored sustainable environment to support green infrastructure, environmental and renewable supply chains.	Ongoing dialogue.	Ongoing dialogue.
Support the development of sustainable and enhanced broadband infrastructure including completing the delivery of the Fenland component within the Connecting Cambridgeshire project	Widespread access to enhanced broadband speeds and infrastructure that provide greater business competitiveness and viability.	Engaging with partners including the private sector e.g. CityFibre to help them deliver by 2022-23 >97% premises (homes and businesses) having access to broadband speeds of at least 24mbps.	Meetings undertaken with City Fibre and UPP regarding fibre installation in Wisbech and March during the search for cabinet sites. Now operating as BAU.
Fens Reservoir	The new c£3billion reservoir is at the heart of a whole new water supply project to provide homes and businesses with a reliable water supply.	The Economic Growth Team is working to help ensure that the opportunities of both the construction phase and the completed reservoir are fully exploited for Fenland residents and businesses.	The Economic Growth Team is working to help ensure that the opportunities of both the construction phase and the completed reservoir are fully exploited for Fenland residents and businesses.
Discretionary Business Rates Scheme	Cabinet & Council approved a new discretionary business rates scheme	Ongoing.	Ongoing.

	aimed at encouraging developers to build new business units with the potential of not having to pay business rates for up to 12 months until the unit is occupied.		
Medworth Employment and Skills Strategy	Ensure the strategy benefits the local community.	Feedback on the proposed strategy and engagement with Medworth on its delivery.	N/A

Business retention & growth

Objective

The District is seen as an exciting place to seek to start or grow a business. This objective recognises the importance of proactively targeting and supporting growth-oriented employers in Fenland; helping them to grow through enhanced access to finance, expert advice, suitable premises, and locations.

Work Plan

Action	Outcome	Measurables 2025-28	Delivered 2022-25
Undertake a proactive account management business engagement programme with larger employers and potential growth companies	Better informed intelligence to enable support and guidance to be delivered in a more coordinated way. Business issues identified and mitigated, growth opportunities identified and supported	18 case studies featuring businesses that have directly benefitted from the support provided by the Team. Group of 40 businesses receive 1:2:1 “account management” service with 40 businesses visited per annum	15 case studies featuring businesses that have directly benefitted from the support provided by the Team. Group of 40 businesses receive 1:2:1 “account management” service with 40 businesses visited per annum 42 company meetings completed resulting in the identification of 9 active expansion projects involving the support of the EG Team.
Undertake a proactive business engagement programme with all known employers and business owners	Significant proportion of businesses aware of the Team and the business support opportunities available to them.	2,500 businesses receive a minimum of 6 e-newsletter communications from the Team per annum.	2,500 businesses have so far received 25 e-newsletters communications from the Team.

Reactive follow up to engagement with Team from businesses	Business issues identified and mitigated, growth opportunities identified and supported.	4 case studies produced annually featuring businesses that have directly benefitted from the support provided by the Team.	10 case studies have been produced evidencing how these businesses have benefitted from the support provided by the Team.
CPCA Sector Advisors	Ensuring that Fenland businesses gain maximum benefit from the CPCA sector support available.	Team to refer a minimum of 20 businesses for 1:2:1 support per annum.	The team will engage with the new CPCA team of sector advisors when they are in position in Sept 2024
CA Growth Works Business Coaching & Skills Service – 1:2:1 consultancy, masterclasses, grant funding	Providing support packages tailored to a business's specific needs, growth objectives and timeline. Enabling business growth.	N/A Growth Works contract ended December 2024.	<ul style="list-style-type: none"> • 385 Jobs (Committed) • 40 Apprenticeships created • 183 Additional training and learning outcomes • 240 Business Supported with growth Diagnostic • 63 Business starting Coaching Assignments • 63 Business starting a Coaching Journey • 63 Business completing a Coaching Journey • £956,724 awarded in Capital Growth Funding in local Small Businesses
Work with agents and developers to bring forward employment land provision,	An enhanced district wide office and commercial accommodation that	10 1:2:1 meeting with agents and developers per annum.	20 1:2:1 meeting with agents and developers held.

<p>encourage investment in 'move on' opportunities through:</p> <p>Quarterly Agents and Developer Forum meetings, 1:2:1 engagement with agents and developers.</p> <p>The Team will work closely with the Council and Fenland Future to assess investment opportunities.</p>	<p>supports growth and diversity in the emerging sectors.</p>	<p>2 agents and developers forum meetings per annum.</p>	<p>6 agents and developers forums held.</p>
<p>Develop joint Business events with partners to encourage networking, share business issues, etc</p>	<p>Enabling more businesses to expand</p>	<p>2 joint partner business events per annum</p>	<p>6 joint partner business events have been delivered.</p> <p>Smart Manufacturing Alliance on - Digitalisation for the Pathway to Net Zero - Boat House - 30th November 2023.</p> <p>Decarbonising Dissemination event. Worked with Clarion to develop an event to share with the construction sector the lessons learnt from updating and retrofitting social housing (net zero). COWA had a speaking slot. Jan 24.</p> <p>Event with Innovate UK Edge in March 2023 regarding support for research and development.</p>

<p>Services for Business</p> <p>All businesses registered for business rates receive a communication advising them of the services available to them from the Council and its partners such as Growth Works.</p>	<p>Enabling more businesses to expand</p>	<p>Every business registered for business rates receives a communication.</p>	<p>Every business registered for business rates received communication from the Economic Growth Team with their Business Rates Bills.</p>
<p>Adopt a Customer Relationship Management (CRM) data management</p>	<p>Improved understanding of businesses and their requirements, issues, etc enabling enhanced support to be provided.</p> <p>Data extracted from the database for inclusion in funding submissions, etc.</p>	<p>Increase the number of businesses listed in the CRM database by 1% per annum (c25 businesses).</p>	<p>A CRM system branded Evolutive provided by Alcium Ltd was acquired in April 2024. All data held by the Economic Growth Team on local business is now held in the system and the number of businesses is targeted to grow annually. The CRM delivers significant benefits including enabling reports and analysis to be created efficiently, a joined-up service provided for businesses, targeted communications and the end-to-end management via the CRM of business grant schemes. The CRM has also enabled the hosting of a commercial land and property database to be created on the Fenland for Business website.</p>
<p>Housing sector sustainable and net zero carbon products and services</p>	<p>A webinar event primarily designed to target local supply chain that are:</p> <ol style="list-style-type: none"> 1. already working in Net Zero Carbon arena 	<p>Growth in the supply chain both locally and nationally.</p>	<p>Growth in the supply chain both locally and nationally.</p>

	<p>2. working in construction but not specifically NZC, and</p> <p>3. existing business and/or start-up's that see this as a growth area and would like to diversify existing activities.</p>		
South Fens Enterprise Park additional light industrial units Phase I and Phase II (additional funding will be required to deliver Phase II)	Enabling more businesses to expand and locate in Fenland	N/A	The project was put on hold due to a substantial increase in construction costs.
Shared Prosperity Fund (SPF)	SPF funding of £1.25m over three years has been secured by the by the Growth Team. Case studies will be made available via the Fenland for Business website.	N/A SPF ends March 2025	The programme is on time and funding will be utilised by February 2025. A full programme evaluation report will be produced by August 2025.
Rural England Prosperity Fund (REPF)	REPF funding of £436k over two years has been secured by the Growth Team. Case studies will be made available via the Fenland for Business website.	N/A REPF ends March 2025	The programme is on time and funding will be utilised by February 2025. A full programme evaluation report will be produced by August 2025.

Inward investment

Objective

To maintain and increase the level of employment in the district and improve the quality of employment locally to provide all ages of the community with the opportunities that match their skills and aspirations. This will require the district to secure new inward investment to compliment current local employers.

The district has clear advantages to offer investors in key sectors, in particular Agri/food, precision engineering and manufacturing, professional and business support services, and the environmental and renewable sectors.

The Team will proactively target and engage with different business sectors from supermarkets and fast-food brands to international businesses looking for a UK base. The engagement with individual businesses will help the Team understand the plans and location requirements of these businesses and where appropriate put forward propositions that seek to attract them to locate in Fenland. Even where a business does not currently have expansion plans the Team will have started a relationship with that business which in the longer term may result in investment into the district.

In addition to the Council, Fenland is promoted as an investment destination through the CPCA Inward Investment Team, Cambridgeshire Chamber of Commerce, Federation of Small Business, commercial agents and developed relationships with strategic employers.

Encourage additional investment from parent companies of existing international investors to bring in new products or technologies leading to the expansion or retention of their Fenland facilities.

Work Plan

Action	Outcome	Measurables 2025-28	Delivered 2022-25
--------	---------	---------------------	-------------------

<p>Work closely with and respond to information enquiries from CPCA Inward Investment Team</p>	<p>Delivering economic growth through the attraction of inward investment.</p>	<p>Working with the CPCA Inward Investment Team:</p> <p>10 inward investment enquiries per annum</p> <p>1 inward investment per annum</p>	<p>Working with the Growth Works (GW) (2022-2023) and CPCA (2024-25) Inward Investment Teams:</p> <p>20 inward investment enquiries</p> <p>8 GW enquiries received</p> <p>5 inward investments</p> <p>1 GW inward investment at negotiation stage</p>
<p>Economic Growth Team inward investment service:</p> <ul style="list-style-type: none"> • Identifying suitable land or commercial premises • Helping to facilitate planning applications • Identifying suitable funding streams • Working with businesses to source suitable workforce • Arrange business development meetings with local supply chains, • For large scale investment, facilitating on-going high quality business support to help nurture business growth 	<p>Delivering economic growth through the attraction of inward investment.</p>	<p>2 inward investment enquiries per annum</p> <p>1 inward investment per annum</p>	<p>There was engagement with 59 companies that were considering Fenland as an inward investment or expansion location, with 3 successful inward investments, 1 foreign direct investment from Peru and 4 expansions.</p>

<p>Continue to market Fenland propositions to target growth sectors, individual businesses and locations including:</p> <ul style="list-style-type: none"> • Supermarkets, fast-food brands, hotels, etc • Inward Investor Pack • Targeted Business Exhibitions • Programme of strategic marketing 	<p>Positive coverage of Fenland as a location of choice for business</p>	<p>Attendance at a targeted business exhibition per annum and generation of 3 quality leads.</p>	<p>Email and telephone contact undertaken with major hotels, fast food companies and supermarkets</p> <p>Creation of Inward Investor Pack developed for UKREiif</p> <p>Attendance at the UKREiif exhibition and conference held in May Royal Armouries Leeds bringing together an array of key decision-makers from every area of the built environment: the public sector – with every core UK city and regions involved – alongside government, investors, funders, developers, housebuilders, and more.</p>
<p>Deliver ‘soft landing’ tools that support an aftercare programme for new and recently established investors, through:</p> <ul style="list-style-type: none"> • Face-to-face meetings • Free office accommodation • Priority planning applications 	<p>Effective message of Fenland being ‘Open for Business’ delivered to businesses and potential investors</p>	<p>Continued marketing of package to potential investors, intermediaries i.e., agents, lawyers, banks and partners i.e., Growth Works Inward Investment.</p>	<p>Marketing of package to potential investors, intermediaries i.e., agents, lawyers, banks and partners</p> <p>Intermediaries identified. Meetings to take place, pack produced and marketed.</p>
<p>Collate Insight/data – targeted market research to include opportunities for attracting an hotel into Fenland, high quality manufacturing and engineering, research institutions, etc</p>	<p>Enabling propositions to be communicated to key sectors such as high-quality engineering to market Fenland as an effective location for their business.</p>	<p>1 research project undertaken per annum.</p> <p>1 proposition created for a target market per annum.</p>	<p>1 research project undertaken</p> <p>1 proposition created for a target market per annum. Initial Agrifood proposition created. Research organisation to deliver project</p>

			<p>identified and discussed with potential providers</p> <p>Initial Advanced Manufacturing/Precision Engineering proposition also created and will be delivered by research providers</p> <p>Discussion underway with CPCA to request funding for the research.</p>
<p>Consider Discretionary Business Rate Relief to incentivise businesses to locate in Fenland and commercial developments to be brought forward. Any relief is totally discretionary and only considered where it acts as a real incentive to business.</p>	<p>Attraction of inward investment, expansion projects and development of commercial space for example light industrial units.</p>	<p>1 business per annum considered for discretionary business rate relief.</p>	<p>1 business provided with discretionary business rate relief.</p>

5. Measuring the success of the Refresh

The Refresh seeks to help continue the delivery the Council's Economic Development Strategy 2012-31 with the overall aim of achieving economic growth in Fenland. What does economic growth look like?

- More business start-ups
- More businesses relocating into the district
- More expansions of existing businesses
- More local well-paid jobs for local people
- Thriving town and village centres
- More home-based businesses

The delivery of economic growth is substantially in the hands of businesses and specifically the people who run or create them. People make the decisions about whether to expand, relocate, start and so on. Given this, the role of the Team is to:

- support owners/senior managers with their decision making through account management, signposting and so on
- ensure that there are opportunities for businesses to acquire suitable premises and/or serviced land on which to expand or locate
- ensure that the message that Fenland is "open for all businesses" and what that means practically for businesses is understood across Fenland and outside of Fenland by targeted businesses, targeted sectors and those making enquiries about relocating into Fenland

Demonstrating the success of the Refresh is therefore based upon how well the Team interacts with these decision makers that ultimately lead to the business expanding, relocating, or starting. The resultant outcomes being more businesses, more jobs, higher paid jobs, more apprenticeships, etc

Examples of feedback received from Fenland businesses:

Vita Nova Solutions, Chatteris

Vita-Nova Solutions has been enjoying support from Fenland for Business for several years and has benefited from advice, signposting and grant funding.

Director Paul Millard said: "It has been key to everything we have done. I can't overstate how valuable the Fenland for Business team has been to us.

"If they are not supplying us a grant they are supporting us in other ways. They have been vital in what we have been doing.

"If I don't know what to do, my contact at Fenland for Business points me in the right direction."

Suncrop Produce Ltd, Chatteris

Richard Hall, of Chatteris firm Suncrop Produce Ltd, a salad supplier to major retailers that employs up to 170 people in peak seasons said: "I've recommended Fenland for Business to so many other businesses already.

"I had no idea this service was out there, within the public sector - and it's free! For me it has opened the door massively.

"We now have serious potential of getting grants from the Government. It has enabled us as a business to deal with adversity in the marketplace, turn a corner on energy costs and to get help where it was needed."

Agrimech, Manea

Belinda Smith, finance director of Agrimech, a leading UK manufacturer of end of line weighing, bagging, placing and palletising systems, based in Manea, said: "The teams at Fenland for Business and Growth Works have been invaluable to our business, introducing us to a business support network within Fenland and nationally, including contacts and information that we would never have found without their help and support.

"Our ongoing relationship with the teams ensures that we are made aware of and can take advantage of new opportunities that become available to businesses that we would often never have otherwise heard about. It's a fantastic service for Fenland and I would encourage businesses to get in touch."

StocksAG, Wisbech

Following a Fenland for Business information event, David Hampton, manufacturing and operations director at Wisbech firm StocksAG, said: "I found it to be very informative as we had no idea of the help and support that was out there to support our journey. A number of the topics discussed were exactly the things we are underway with here at StocksAG."

Rai and Rai Bathrooms, Whittlesey

Rai and Rai Bathrooms was supported to secure a Rural England Prosperity Fund grant.

Firm director Raivis Tidemanis said: "The grant has made us feel 'seen' and supported by Fenland District Council and Whittlesey Town Council.

"It was an absolute pleasure having the grand opening with them and gave us an extra boost of confidence to want to do well and we really felt part of the community that day!"

Ruth Godden, of Rai and Rai Bathrooms, said: "If you want support, ask Fenland for Business. The team is so helpful and so knowledgeable. Getting that advice is great."

A4 Plus Limited, March

James Blayney, head of business operations, said: "We applied for a grant to update some of our equipment, and allow us to support our customers in even more ways. As a business, that utilises the latest CAD Technologies it is important for us to continue to move with the times.

"We found the support and guidance from the Fenland for Business to be excellent and the opportunities they offer to be great for local business.

"The grant has an obvious financial benefit to the business. But it also allowed us to improve in key areas, and review where best to spend the money available. This was exciting for our team, as they can see the growth plan for the business coming to life!

"Upgrading our office equipment allows us to enhance our service offerings to customers. We can work more quickly and efficiently which benefits our staff as well as our clients. The main use of the grant for us was to upgrade a key piece of software, which directly affects our customer experience and attracts new business. This will not only generate more revenue for us but will benefit our local suppliers as well."

Joe Perry's Snooker & Pool Palace, Chatteris

Director Joe Perry said: "We were recently supported in opening our new business by Fenland for Business which was very much appreciated and very, very helpful.

"The team helped us considerably from start to finish during the whole process.

"I would encourage any other businesses in the area thinking of contacting Fenland for Business to definitely go for it as they will no doubt benefit from the experience.

"Our grant was used to purchase five brand new pool tables which gave us a great first impression when we opened our doors to potential new members and clients.

"Our business has provided a safe fun space for all ages and abilities to enjoy in the Chatteris area as well as providing jobs for the locals. As the business grows we will provide more opportunity and jobs for local people.

"Getting this grant was obviously a help financially but more than that really boosted the morale of myself and fellow staff as it indicated we had great support from the Fenland area and local council. It gave us extra belief to push on and make the project and business as good as we possibly could."

G & CA Lombardo, March

Helen Lombardo, Office Manager, said: "We were unaware of any grants for small business until we received a newsletter. This was a great opportunity to follow this up. The support from the team made this process a lot easier than was expected.

"Even if you aren't sure on what you are able to apply for the team will help. Sign up to the Fenland for Business newsletter as this is very informative."

The Secret Garden Touring Park, Wisbech

Stephen Pollington, who is co - owner of The Secret Garden Touring Park with his wife Lesley, was awarded a Rural England Prosperity Fund grant, which enabled early completion of a sound attenuation (management) project for its events venue.

Stephen said: "We have invested a great deal into this important project over 2023, but to receive this significant boost from the government rural prosperity fund now completes our much-needed technology, which has made the project come to fruition a year ahead of schedule.

"The technical equipment will not only ensure our whole site is comfortable for our touring park customers but will also provide a much-needed boost to the quality of sound within the events area for all to enjoy.

With a great number of professional touring acts visiting us in 2024, it also ensures that the quality of technology in our venue is matched to that they would be familiar with in most UK theatre touring venues.

Enviornmental Services Group

Sam Awolesi, managing director, said: "The grants application process is user-friendly and fully supported by the Fenland for Business team. The time taken and the efforts required to complete the application were worth it.

"The support received from Fenland District Council and the professional approach by the staff are very much appreciated and we encourage other businesses who are thinking about grant funding to apply and benefit from the initiatives as we have."

Eco-Pak and Suncrop Produce Ltd

Richard Hall, operations director, said: "We would like to convey a heartfelt thanks to the Fenland District Council. This money will help us stay competitive within the marketplace, which means we can look to take on more work and hopefully employ more local people. We will definitely be keeping an eye on future grants as we have many other cost / energy saving ideas for us and potentially the wider community which with a little help could become reality."

Qualitetch Components

Chris Garner, Finance Manager, said: "We would strongly encourage other local businesses to apply for the next round of funding. The process, in our experience, has been straightforward and incredibly worthwhile, with the support and guidance received from Fenland for Business being thorough and appreciated. We have found the team to be extremely helpful and understanding throughout the grant process, as well as being very open and approachable at any of the local events we have attended. If any Fenland company is contemplating engaging with Fenland for Business whether it be for potential grant funding or for support elsewhere then you should not hesitate to do so."

R-Tec Services & Innovation, Wisbech

Lee Wilmot, managing director said: "Having the grant will enable us to continue investing in the very best equipment and in turn add additional employees to cope with new product demand.

"The application in general is quite straightforward and assistance has always been offered, so the benefits of not over burdening my company with finance or debt while trying to grow is very important. This grant enables us to balance the costs of investment so would advocate this to all businesses.

"I would like to personally thank the Fenland Council for their support and guidance with the application."

Cobra engineering

Kim French, financial controller, said: "The team at Fenland District council were extremely helpful throughout the duration of the application process. We discussed, in detail, Cobra's plans for expansion and growth over the next five years. Their guidance and advice has been invaluable - making it a seamless process."

Vita-Nova Solutions

Paul Millard, director/owner, said: "As a result of the grant we will be looking at bringing in at least two new employees over the next 12 months. It's a great award for us but also for the local economy.

"I'd encourage other businesses to take a look at the second round of funding and to make contact with Fenland for Business. This type of funding can make a lot of difference to how quickly you can get a project up and running and develop your business.

"Fenland For Business have been absolutely fantastic. The enthusiasm from them has been incredible. They instilled me with confidence that applying for the grant wasn't wasting my time and the process was really easy."

Volmary

Wayne Eady, Managing Director, said: "While the process of application requires some technical input and a bit of time, the team at FDC are very helpful and we'll certainly be keen to apply again if more opportunities arise to create more energy saving systems and grow our local team further."

FRP Group Holdings

Nick Osborn said: "As an established but ambitious Fens-based business we are absolutely delighted that Fenland District Council are able to continue supporting our growth with this essential grant from their Fenland for Business programme. This will enable us to boost employment within our team and increase the range of services we offer to our customers.

"I would actively encourage other local SMEs to apply for the next round of funding as the process is really straightforward and Dawn was really helpful at every stage. It is fantastic that we have been able to access this grant support to continue our growth as a business - without the comprehensive support from the Fenland for Business team it wouldn't have happened - it's as simple as that!"

6. Bidding for external funding & resources

The Team helps enable businesses to secure grant and other funding to support the growth of their business and attracts funding to support the growth of the economy for example for infrastructure.

The Team helped secure £1.2m Shared Prosperity Funding and £436k Rural England Prosperity Funding. The Team will continue to work closely with partners including the CPCA to secure any future funding for Fenland.

Working closely with the CPCA's Growth Works programme the Team helped secure in the three-year period from 2012 in Fenland:

- 385 Jobs (Committed)
- 40 Apprenticeships created
- 183 Additional training and learning outcomes
- 240 Business Supported with growth Diagnostic
- 63 Business starting Coaching Assignments
- 63 Business starting a Coaching Journey
- 63 Business completing a Coaching Journey
- £956,724 awarded in Capital Growth Funding in local Small Businesses

Working closely with the CPCA's Growth HUB in 2023-24 the Team helped secure:


- 62 businesses across the region received 1 hour session with Growth Hub business advisors (including, mentoring, signposting, guidance on national programmes)
- 12 businesses across the region have had 3-hour workshop delivery (business planning and Financial Overview)
- Role in helping the FDC UKSPF Start-Up Programme, including support to run Workshops and Mentoring

7. Income generation

Economic growth can provide opportunities for the Council to generate net positive income either through investment itself or potentially via Fenland Future Limited (FFL) and its Business Plan. Such opportunities include investment in existing commercial property both occupied and unoccupied, design and build commercial property for committed end users, speculative design and build of commercial property and so on.

The Team works with existing Fenland businesses that require new premises and businesses that are considering locating in Fenland. The Council or potentially FFL can provide solutions to a business's property requirements and where appropriate the Team will advise businesses of these options. The Team will collect the necessary information from a business to enable both the Council and potentially FFL to make an initial assessment of the opportunity.

Economic growth can also generate business rate growth and therefore an increased revenue stream into the Council. The Refresh includes an action to produce a forecast in the growth in business rate revenue generated by the development of key commercial sites in the District.

Agenda Item No:	13	
Committee:	COUNCIL	
Date:	16 December 2024	
Report Title:	Gambling Act 2005 – Statement of Principles 2024	

Cover sheet:

1 Summary

- 1.1 The Council is required to produce a Gambling Act 2005 Statement of Principles on which it will base its decisions.
- 1.2 The production of the policy document requires the Council to undertake a period of public consultation which ended on 18 October 2024.
- 1.3 This report provides the Council with a draft of the final revised document which was recommended for approval by the Licensing Committee on 05 November 2024.

2 Recommendations

- 2.1 Consider the recommendation by Licensing Committee for approval of the draft policy document the Gambling Act – Statement of Principles Policy 2025 – 2028

Wards Affected	All
Forward Plan Reference	N/A
Portfolio Holder(s)	Councillor Hoy, Cabinet member with responsibilities for Licensing.
Report Originator(s)	Michelle Bishop, Licensing Manager mbishop@fenland.gov.uk
Contact Officer(s)	Amy Brown, Assistant Director abrown@fenland.gov.uk Peter Catchpole, Corporate Director, 01354 654321, pcatchpole@fenland.gov.uk
Background Papers	Guidance - Guidance to licensing authorities (gamblingcommission.gov.uk) Gambling Act 2005 - Gambling Act 2005 (legislation.gov.uk)

Report

3 PURPOSE OF THE REPORT

- 3.1 The Gambling Act 2005 (the Act) requires the Council to prepare and publish a 'Statement of Principles' stating how it will exercise its statutory duties, having firstly undertaken public consultation and considered any feedback.

Our current statement expires on 30 January 2025, so we must draw up, adopt and publish a further statement of principles before its coming into effect on 31 January 2025. If the Council fails to do this, then it will be unable to fulfil its statutory duties, with possible additional financial and legal consequences arising as a result. It is vital therefore that we progress the approval and endorsement of an appropriate Gambling Act – Statement of Principles - Policy within the statutory timeframe.

- 3.2 The purpose of this report is to invite Council to consider and as appropriate, approve the revised draft policy, in consideration of the Licencing Committee recommendation and response from the public consultation.

4 BACKGROUND INFORMATION

- 4.1 The Council is the Licensing Authority for the purposes of the Act, taking over licensing responsibilities when it came into effect in September 2007. Section 349 of the Act requires the Licensing Authority to prepare and publish a 'Statement of Principles' that it proposes to apply in exercising its functions under the Act. The statement of principles must be kept under review and reviewed at least every three years.
- 4.2 The current statement was approved by full Council in 2021 and came into effect on 31 January 2022 and therefore expires on 30 January 2025.
- 4.3 Attached at **Appendix A** is a revised draft 'Statement of Principles', which has been reviewed to consider any relevant updates.
- 4.4 The revised policy remains largely unchanged; changes are limited to
- updating email and contact details and
 - updating policy dates and consultation period.
- 4.5 This draft policy was recommended for approval by the Licensing Committee on 05 November 2024.

[Agenda for Licensing Committee on Tuesday, 5th November, 2024, 12.00 pm - Fenland District Council](#)

5 CONSULTATION

- 5.1 Section 349 of the Act requires that the Council consults with a range of persons including the police, persons representing the interests of people carrying on gambling businesses in the area and persons likely to be affected by the exercise of the authority's functions under the Act.
- 5.2 Four weeks' consultation took place between 23 September 2024 and 18 October 2024, in accordance with Cabinet Office guidelines. Wide

consultation was undertaken in accordance with the legislation by a variety of means, including our website, responsible authorities and key contacts.

- 5.3 Approval of the 'Statement of Principles' is reserved to Full Council. Approval by the Council at their meeting on 18 December 2024 will be in time to publish the statement four weeks before it comes into effect on 31 January 2025.
- 5.4 One response was received from Wisbech Town Council as part of the consultation process, they were in support of the draft policy.
- 5.5 The statement was prepared using the most current Edition of the Gambling Commission's Guidance to Licensing Authorities.

6 LEGAL IMPLICATIONS

- 6.1 The Council has a statutory duty to approve and publish a Statement of Principles before 3rd January 2025, four weeks before it comes into effect on 31st January 2025 in order to fulfil its legal obligations under the Act.
- 6.2 Should the Council fail to have a policy in place by 31 January 2025, then it will be unable to fulfil its licensing duties under the Act.

The Gambling Act sets out key principles of:

- preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- ensuring that gambling is conducted in a fair and open way;
- protecting children and other vulnerable persons from being harmed or exploited by gambling, with possible additional financial and legal consequences arising as a result.

- 6.3 The Gambling Act 2005, Section 349 places a statutory obligation on the Council to prepare its Statement of Principles

7 FINANCIAL IMPLICATIONS

- 7.1 The cost of implementing the Statement is covered from the fees income generated under the Gambling Act 2005.

8 EQUALITY IMPLICATIONS

- 8.1 A Customer (equality) Impact Assessment was undertaken in relation to the draft policy for the Gambling Statement of Principles. The impact assessment can be seen at **Appendix B**.

FENLAND DISTRICT COUNCIL

GAMBLING ACT 2005

DRAFT GAMBLING POLICY

2025 - 2028

STATEMENT OF PRINCIPLES

FOREWORD

This Gambling Statement of Principles is produced by Fenland District Council under the 2005 Gambling Act and will be the basis for all gambling related licensing decisions taken by the Council as the Licensing Authority over the next three years commencing 31 January 2025.

The new Act created a unified regulator for gambling in Great Britain called the Gambling Commission and transferred all responsibilities for licensing gambling premises from the Licensing Justices to Licensing Authorities. The Local Authority is responsible for issuing a number of different licenses and permits, as well as Temporary and Occasional Use Notices.

This Policy sets out how the Council, as the Licensing Authority, will seek to balance increased leisure opportunities with the protection that children, vulnerable people and communities need and expect.

The Council recognises how important this sector of the entertainment industry is within the district and well-run businesses will get the support of the Council. New gambling related developments that are well planned and can demonstrate initiatives that prevent gambling from being a source of crime and disorder, ensure that gambling is conducted in a fair and open way and protect people from being harmed or exploited by gambling are welcomed. However, the Council will not hesitate in dealing firmly where problems of gambling related crime and disorder exist.

This Policy will be kept under review, and it will be amended when issues arise that make change necessary. The Council will seek through the licensing process and the decisions it takes, to make Fenland District Council a safe and welcoming place for both residents and visitors to enjoy.

Contents

PART A - OVERVIEW	
1. INTRODUCTION	5
2. THE LICENSING OBJECTIVES	5
3. DESCRIPTION OF THE DISTRICT	5
4. RESPONSIBILITIES UNDER THE ACT	6
5. STATEMENT OF LICENSING POLICY	7
6. CONSULTATION	7
7. APPROVAL OF POLICY	8
8. DECLARATION	8
9. RESPONSIBLE AUTHORITIES	8
10. INTERESTED PARTIES	9
11. EXCHANGE OF INFORMATION	10
12. PUBLIC REGISTER	11
13. COMPLIANCE AND ENFORCEMENT	11
14. LICENSING AUTHORITY FUNCTIONS	11
PART B PREMISES LICENCES: CONSIDERATION OF APPLICATIONS	
15. DELEGATION OF POWERS	13
16. GENERAL PRINCIPLES	13
17. PROVISIONAL STATEMENTS	18
18. REPRESENTATIONS AND REVIEWS	19
19. ADULT GAMING CENTRES	20
20. (LICENSED) FAMILY ENTERTAINMENT CENTRES	21
21. CASINOS	21
22. BINGO PREMISES	22
23. BETTING PREMISES	22
24. TRACKS	22
25. TRAVELLING FAIRS	23
26. LOCAL AREA PROFILING	24
PART C	
PERMITS/TEMPORARY OR OCCASIONAL USE	
NOTICES/REGISTRATIONS	
27. UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMITS	26
28. (ALCOHOL) LICENSED PREMISES GAMING MACHINE PERMITS	27
29. PRIZE GAMING PERMITS	28
30. CLUB GAMING AND CLUB MACHINE PERMITS	28
31. TEMPORARY USE NOTICES (TUN)	29
32. OCCASIONAL USE NOTICES	30
33. SMALL SOCIETY LOTTERIES	30

APPENDIX 1 – MAP OF FENLAND.....	32
APPENDIX 2 – RESPONSIBLE AUTHORITIES	33
APPENDIX 3 – TABLE OF DELEGATIONS OF LICENSING FUNCTION	36
APPENDIX 4 - DEFINITIONS	37
APPENDIX 5 - LIST OF CONSULTEES.....	44

PART A - OVERVIEW

1. INTRODUCTION

1.1 This Gambling Statement of Policy sets out the principles Fenland District Council, as the Licensing Authority under the Gambling Act 2005 (referred to in this document as 'the Act'), proposes to apply in discharging its functions to licensed premises for gambling under the Act as well as:-

- designating the body responsible for advising the Authority on the protection of children from harm;
- determining whether or not a person is an "Interested Party";
- exchanging information with the Gambling Commission and others; and
- inspecting premises and instituting proceedings for offences under the Act.

2. THE LICENSING OBJECTIVES

2.1 In exercising most of its functions under the Act, Licensing Authorities must have regard to the Licensing Objectives as set out in Section 1 of the Act. The Licensing Objectives are:-

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime;
- Ensuring that gambling is conducted in a fair and open way; and
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

2.2 The Licensing Authority notes that the Gambling Commission has stated that 'the requirement in relation to children is explicitly to protect them from being harmed or exploited by gambling.

2.3 The Gambling Commission's Licence Conditions and Code of Practice (LCCP) requires gambling premises to undertake a local risk assessment taking into consideration the local information.

2.4 This licensing authority is aware that, as per Section 153 of the Act, in making decisions about premises licences and temporary use notices it should aim to permit the use of premises for gambling in so far as it thinks it:

- in accordance with any relevant code of practice issued by the Gambling Commission
- in accordance with any relevant guidance issued by the Gambling Commission
- reasonably consistent with the licensing objectives
- in accordance with the Authority's Gambling Licensing Policy Statement of Principles

3. DESCRIPTION OF THE DISTRICT

3.1 The Fenland District Council is situated in the County of Cambridgeshire, which comprises five District and City Councils and one County Council. The district has a population of 102,080 and covers an area of 546.4 square kilometers. The main centres of population are in the towns of Chatteris, March, Whittlesey and Wisbech. A map of the Fenland District is at **APPENDIX 1**

4. RESPONSIBILITIES UNDER THE ACT

4.1 The Act introduced a new licensing regime for commercial gambling, to be conducted by the Gambling Commission and by Licensing Authorities, depending on the matter to be licensed.

4.2 The Act establishes each District or Borough Council as the Licensing Authority whose responsibilities must be discharged by the Licensing Committee created under Section 6 of the Licensing Act 2003. Fenland District Council is the Licensing Authority for the Fenland District.

4.3 The Gambling Commission is responsible for issuing Operating and Personal licences to persons and organisations who: -

- operate a casino;
- provide facilities for playing bingo or for pool betting;
- provide facilities for betting
- act as intermediaries for betting;
- make gaming machines available for use in Adult Gaming Centres and Family Entertainment Centres;
- manufacture, supply, install, adapt, maintain or repair gaming machines;
- manufacture, supply, install or adapt gambling machine software; or
- Promote a lottery.

4.4 The Licensing Authority is responsible for licensing premises in which gambling takes place. All types of gambling are covered, other than spread betting and the National Lottery. It is also responsible for issuing permits for premises with gaming machines and for receiving notices from operators wishing to use unlicensed premises for gambling on a temporary basis. It is also responsible for the registration of certain types of exempt Small Society Lotteries.

4.5 The Licensing Authority cannot become involved in the moral issues of gambling and must aim to permit the use of premises for gambling in so far as they think it is:-

- in accordance with any relevant codes of practice;
- in accordance with any relevant guidance issued by the Gambling Commission;
- reasonably consistent with the Licensing Objectives, subject to the two bullet points above; and
- in accordance with the Licensing Authority's Gambling
- Statement of Principles, subject to the three bullet points above,

4.6 Before the Licensing Authority can determine an application for a Premises Licence, an Operating Licence must have been obtained from the Gambling Commission.

5. STATEMENT OF LICENSING POLICY

5.1 The Licensing Authority is required by the Act to publish a Gambling Statement of Policy which contains the principles it proposes to apply when exercising its functions under the Act.

5.2 In this document this is referred to as 'the Policy'. This Policy must be published every three years. The Policy must also be reviewed from 'time to time' and any proposed amendments and/or additions must be subject to fresh consultation. The 'new' Policy must then be published.

5.3 This Policy takes effect on **31 January 2025** and replaces the policy previously in force.

6. CONSULTATION

6.1 In producing this Policy, the Licensing Authority will consult widely before finalising and publishing it. In addition to the statutory consultees (at 6.2), the Council chose to consult with additional local groups and individuals.

6.2 The Act requires that the following parties are consulted by the Licensing Authority: -

- The chief officer of police for the authority's area;
- One or more persons who appear to the authority to represent the interests of persons carrying on gambling businesses in the authority's area; and
- One or more persons who appear to the authority to represent the interests of persons who are likely to be affected by the exercise of the authority's functions under the Act.

6.3 The other groups and people consulted were: -

- Organisations, including faith groups, voluntary and community organisations working with children and young people and organisations
- working with people who are problem gamblers, medical practices or primary care trusts and the Citizen's Advice Bureau;
- Other tiers of local government;
- Businesses who are, or will be, holders of a GA05 Premises Licences;
- Responsible Authorities under the Act.

6.4 The draft policy was available for viewing from our website by visiting [Licensing Public Consultation - Fenland District Council](#)

6.5 The Licensing Authority's consultation took place between 23 September 2024 and 20 October 2024

7. APPROVAL OF POLICY

7.1 This Policy was approved at a meeting of the full Council on **XX December 2024** and was published via the authority's website. Copies are available on request.

7.2 It should be noted that this Policy does not override the right of any person to make an application, to make representations about an application, or to apply for a review of a licence, as each case will be considered on its own merit and according to the requirements of the Gambling Act 2005.

8. DECLARATION

8.1 In producing the Policy, the Licensing Authority declares that it has had regard to the Licensing Objectives, formal Guidance issued to Licensing Authorities by the Gambling Commission and any responses from those consulted during the consultation process.

8.2 Any information and guidance contained within this policy is intended only to assist readers and should not be interpreted as legal advice or as constituent of the Council's policy. Readers of this document are strongly advised to seek their own legal advice if they are unsure of the requirements of the Gambling Act 2005, or the guidance or regulations issued under the Act.

8.3 This council recognises its diverse responsibilities under the equality act and will monitor the impact of these statutory duties through its various corporate schemes such as an Equality Impact Assessment.

9. RESPONSIBLE AUTHORITIES

9.1 A full list of the Responsible Authorities designated under the Act and their contact details are given in the **APPENDIX 2** of this document. It should be noted that under the Act, the Licensing Authority is designated as a Responsible Authority.

9.2 The Licensing Authority is required to designate, in writing, a body that is competent to advise it about the protection of children from harm. In making this designation the following principles have been applied: -

- The competency of the body to advise the Licensing Authority;
- The need for the body to be responsible for an area covering the whole of the Licensing Authority's area; and
- The need for the body to be answerable to democratically elected persons rather than any particular invested interest group etc.

9.3 In accordance with the Gambling Commission's Guidance to Local Authorities, the Licensing Authority will liaise with the Cambridgeshire Safeguarding and Standards Unit for the protection of children from harm.

10. INTERESTED PARTIES

- 10.1 Interested Parties can make representations about licensing applications or apply for a review of an existing licence.
- 10.2 In determining whether a person is an interested party, the Licensing Authority will apply the following principles. The first principle is that each case will be decided upon its own merits. The Licensing Authority will not apply a rigid rule to its decision making and will consider the examples of considerations provided in the Gambling Commission's Guidance for local authorities. 'Business interests' is given the widest possible interpretation and includes partnerships, charities, faith groups and medical practices.
- 10.3 These parties are defined in the Act as follows:
"For the purposes of this Part a person is an interested party in relation to an application for or in respect of a premises licence if, in the opinion of the licensing authority which issues the licence or to which the applications is made, the person:
- 'lives sufficiently close to the premises to be likely to be affected by the authorised activities,
 - has business interests that might be affected by the authorised activities,
 - represents persons who satisfy paragraphs (a) or (b).'
- 10.4 Licensing authorities will need to have regard to anything an interested party says about their status to make representations
- 10.5 There are a number of factors that the licensing authorities will take into account when determining whether a person 'lives sufficiently close to the premises. These may include:
- The size of the premises
 - The nature of the premises
 - The distance of the premises from the location of the person making the representation
 - The potential impact of the premises such as the number of customers, routes likely to be taken by those visiting the establishment
 - the circumstances of the person who lives close to the premises.
- This is not the personal characteristics, but their interests which may be relevant to the distance from the premises.

- 10.6 In determining whether a person has a business interest which could be affected, the District Council may consider, amongst other things:
- the size of the premises
 - the catchment area of the premises, and
 - whether the person making the representation has business interests in the catchment area that might be affected.
- 10.7 A wide interpretation will be given to those categories of persons and organisations that represent residents and businesses. These may include persons who are democratically elected, such as District and Parish Councilors and MPs, as persons representing individuals in the other categories. Other representatives might include bodies such as trade associations and trade unions, and residents' and tenants' associations. A school head or governor might act in representing the interests of pupils or parents and a community group might represent vulnerable people living near to the proposed premises.
- 10.8 Save for democratically elected persons, licensing authorities should satisfy themselves on a case-by-case basis that a person does represent interested parties, The Licensing Authority will generally require some form of written confirmation that a person is authorised to represent an interested party

11. EXCHANGE OF INFORMATION

- 11.1 The Licensing Authority is required to include in the policy a statement of how it intends to exercise the functions under sections 29 and 30 of the Act with respect to the exchange of information between it and the Gambling Commission, Section 350 of the Act allows licensing authorities to exchange information with other persons or bodies as listed in Schedule 6(1) as:
- A constable or police officer
 - An enforcement officer
 - A licensing authority
 - HMRC
 - The First Tier Tribunal
 - The Secretary of State
- 11.2 The principle that the Licensing Authority will apply is that it will act in accordance with the provisions of the Act in its exchange of information will have regard for:
- Provisions of the Gambling Act 2005, which include the provisions that the Data Protection Act 1998 will not be contravened
 - Data Protection Act 1998
 - General Data Protection Regulation (GDPR)
 - Guidance issued by the Gambling Commission
 - Human Rights Act 1998
 - Environmental Information Regulations 2004
 - Freedom of Information Act 2000
 - Crime and Disorder Act 1998

12. PUBLIC REGISTER

12.1 The Licensing Authority is required to keep a public register and share information in it with the Gambling Commission and others. Regulations will prescribe what information should be kept in the register. Copies of the register may be obtained on payment of a fee.

13. COMPLIANCE AND ENFORCEMENT

13.1 In exercising its functions with regard to the inspection of premises and to instituting criminal proceedings in respect of offences specified, the Licensing Authority will endeavour to be:

- Proportionate - Intervention will only be when necessary.
- Remedies - should be appropriate to the risk posed and costs identified and minimised.
- Accountable – Authorities must be able to justify decisions and be subject to public scrutiny.
- Consistent – Rules and standards must be joined up and implemented fairly.
- Transparent – Enforcement should be open, and regulations kept simple and user friendly.
- Targeted – Enforcement should be focused on the problems and minimise side effects.

13.2 The Licensing authority will have regard to the District Council's Prevention, Intervention and Enforcement (PIE) approach to enforcement.

13.3 The Licensing Authority will endeavour to avoid duplication with other regulatory regimes, so far as is possible, and adopt a risk-based inspection programme which will take into account:

- The licensing objectives.
- Relevant codes of practice.
- This statement of principles
- Guidance issued by the Gambling Commission.

13.4 The main enforcement and compliance role of the Licensing Authority in terms of the Act will be to ensure compliance with the Premises Licence and other permissions which it authorises. The Gambling Commission will be the enforcement body for Operating and Personal Licences. Concerns about the manufacturer, supply or repair of gaming machines will not be dealt with by the Licensing Authority but will be notified to the Gambling Commission.

14. LICENSING AUTHORITY FUNCTIONS

14.1 **Licensing authorities are required under the Act to:**

- be responsible for the licensing of premises where gambling activities are to take place by issuing *Premises Licences*

- issue *Provisional Statements*
- regulate *members' clubs* and *miners' welfare institutes* who wish to undertake certain gaming activities via issuing Club Gaming Permits and/or Club Machine Permits
- issue *Club Machine Permits to Commercial Clubs*
- grant permits for the use of certain lower stake gaming machines at *unlicensed Family Entertainment Centres*
- receive notifications from alcohol licensed premises (under the Licensing Act 2003) for the use of two or fewer gaming machines
- issue *Licensed Premises Gaming Machine Permits* for premises licensed to sell/supply alcohol for consumption on the licensed premises, under the Licensing Act 2003, where there are more than two machines
- register *small society lotteries* below prescribed thresholds
- issue *Prize Gaming Permits*
- receive and Endorse *Temporary Use Notices*
- receive *Occasional Use Notices*
- provide information to the Gambling Commission regarding details of licences issued (see section above on 'information exchange')
- maintain registers of the permits and licences that are issued under these functions

14.2 It should be noted that Licensing Authorities are not involved in licensing remote gambling at all; this is regulated by the Gambling Commission via operating licences.

14.3 It should be noted that Licensing Authorities are not involved in spread betting activities, which are regulated by the Financial Conduct Authority.

PART B PREMISES LICENCES: CONSIDERATION OF APPLICATIONS

15. DELEGATION OF POWERS

15.1 The Council has agreed a scheme of delegation for discharging its function under the Act and this can be seen at **APPENDIX 3**

16. GENERAL PRINCIPLES

16.1 Premises Licences will be subject to the permissions/restrictions set out in the Act as well as the specific mandatory and default conditions which will be detailed in regulations issued by the Secretary of State. Licensing Authorities are able to exclude default conditions and also attach others, where it is thought appropriate.

The council expects both applicants and licensees to undertake local risk assessments to identify risks to the licensing objectives posed by the general location and by the provision of facilities in the premises concerned, and then to propose and implement measures to mitigate those risks. Licensees should share their risk assessment with the licensing authorities when applying for a premises licence or applying for a variation to existing licensed premises, or otherwise on request.

16.2 Decision Making

Licensing Authorities are required by the Act, in making decisions about Premises Licenses, it should aim to permit the use of premises for gambling so far as it thinks fit: -

- in accordance with any relevant codes of practice issued by the Gambling Commission;
- in accordance with any relevant guidance issued by the Gambling Commission;
- to be reasonably consistent with the Licensing Objectives, subject to the two bullet points above; and
- in accordance with the Licensing Authority's Policy subject to the three bullet points above.

16.3 Definition of Premises:

Premises are defined in the Act as "any place". It is for the Licensing Authority to decide whether different parts of a building can be properly regarded as being separate premises. It will always be a question of fact in each circumstance. The Gambling Commission does, however, consider that areas of a building that are artificially or temporarily separate can be properly regarded as different premises. This approach has been taken to allow large, multiple unit premises such as a pleasure park, pier, track or shopping mall to obtain discrete premises licences, where appropriate safeguards are in place. However, licensing authorities should pay particular attention if there are issues about sub-divisions of a single building or plot and should ensure that mandatory conditions relating to access between premises are observed

16.4 The Licensing Authority will pay particular attention to applications where access to the licensed premises is through other premises (which themselves may be licensed or unlicensed).

16.5 The Licensing Authority takes into account the Gambling Commission's guidance to Licensing authorities which states that licensing authorities should take particular care in considering applications for multiple licenses for a building and those relating to a discrete part of a building used for other (non-gambling) purposes, and is aware that:

- The third Licensing objective seeks to protect children from being harmed by gambling, which in practice means not only preventing them from taking part in gambling activity but also preventing them from being in close proximity to gambling establishments. Premises should be configured so that children are not invited to participate in, have accidental access to or closely observe gambling where they are prohibited from participating
- Customers should be able to participate in the activity named on the Premises Licence

16.6 The Licensing Authority is aware that the Gambling Commission guidance provides relevant access provisions for each premises type and suggests a list of factors to be considered during the application process. The Licensing Authority will consider these and other relevant factors on making its decision, depending on all the factors of the case.

16.7 Demand:

Demand is a commercial consideration and is not an issue for the Licensing Authority.

16.8 Location:

Location will only be material consideration in the context of the Licensing Objectives. This Licensing Authority is aware that demand issues cannot be considered with regard to the location of premises but that considerations in terms of the licensing objectives are relevant to its decision-making. As per the Gambling Commission's guidance for local authorities, this Authority will pay particular attention to the protection of children and vulnerable persons from being harmed or exploited by gambling, as well as issues of crime and disorder.

Should any specific policy be decided upon as regards areas where gambling premises should not be located, this statement will be updated. It should be noted that any such policy does not preclude any application being made and each application will be decided on its merits, with the onus upon the applicant showing how potential concerns can be overcome.

16.9 Duplication with other Regulatory Regimes:

Duplication with other statutory/regulatory regimes will be avoided where possible. This Authority will not consider whether a licence application is likely to be awarded Planning Permission or Building Control consent.

16.10 Licensing Objectives:

Premises Licenses granted must be reasonably consistent with the Licensing Objectives. With regard to these Objectives, the following will be considered: -

- Preventing gambling from being a source of crime or disorder, being associated with crime or disorder, or being used to support crime:
Whilst the Licensing Authority is aware that the Gambling Commission will be taking a leading role in preventing gambling from being a source of crime, it will pay attention to the proposed location of gambling premises in terms of this licensing objective.

Where an area has known high levels of organised crime, this authority will consider carefully whether gambling premises are suitable to be located there and the need for conditions, such as the provision of door supervisors.

The Licensing Authority is aware that there is a distinction between disorder and nuisance and that the prevention of nuisance is not a Licensing Objective under the Act.

- Ensuring that gambling is conducted in a fair and open way:
The Gambling Commission does not generally expect Licensing Authorities to be concerned with ensuring that gambling is conducted in a fair and open way. The Licensing Authority notes that in relation to the licensing of tracks, its role will be different from other premises in that track operators will not necessarily have an Operating Licence. In those circumstances, the Premises Licence may need to contain conditions to ensure that the environment in which betting takes place is suitable.

Protecting children and other vulnerable persons from being harmed or exploited by gambling: In practice, the Objective of protecting children from being harmed or exploited by gambling often means preventing them from taking part in, or being in close proximity to, gambling.

Entrances to and exits from parts of a building covered by one or more premises licences should be separate and identifiable so that the separation of different premises is not compromised, and people do not 'drift' into a gambling area. In this context it should normally be possible to access the premises without going through another licensed premises or premises with a permit.

Customers should be able to participate in the activity named on the premises licence.

The Guidance also gives a list of factors which the licensing authority should be aware of, which may include:

- Do the premises have a separate registration for business rates?
- Is the premises' neighbouring premises owned by the same person or someone else?
- Can each of the premises be accessed from the street or a public passageway?
- Can the premises only be accessed from any other gambling premises?

The Licensing Authority will consider these and other relevant factors in making its decision, depending on all the circumstances of the case.

There is no definition of the term 'vulnerable person' in the Act, but this could include people who are gambling beyond their means and people who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs.

16.11 **Conditions**

The Licensing Authority is aware that the mandatory and default conditions imposed by the Gambling Commission will normally be sufficient to regulate gambling premises. Where there are specific risks or problems associated with particular premises, the authority may consider attaching individual conditions related to the licensing objectives.

Any conditions attached to licenses will be proportionate and will be: -

- relevant to the need to make the proposed premises suitable as a gambling facility.
 - directly related to the premises and the type of licence applied for.
 - fairly and reasonably related to the scale and type of premises; and
 - reasonable in all other respects.
- In addition, the Licensing Authority will examine how applicants propose to address the licensing objectives. In considering applications the Licensing Authority will particularly take into account the following:
 - Proof of age schemes.
 - CCTV.
 - Door Supervisors.
 - Supervision of entrances/machine areas.
 - Physical separation of areas.
 - Location of entry.
 - Notices and signage.
 - The training of staff to deal with suspect truants and vulnerable persons.
 - Specific opening hours; and
 - With particular regard to vulnerable persons, measures such as the use of self-barring schemes, provision of information, leaflets, helpline numbers for organisations such as Gam Care.

This list is not exhaustive but indicative of examples.

16.12 Decisions upon individual conditions will be made on a case-by-case basis. Consideration will be given to using control measures, should there be a perceived need, such as the use of door supervisors, supervision of adult gaming machines, appropriate signage for adult only areas, etc. Applicants will also be expected to offer their own suggestions as to the way in which the Licensing Objectives can be effectively met.

- 16.13 It is noted that there are conditions which the Licensing Authority cannot attach to Premises Licences. These are: -
- any conditions on the Premises Licence which make it impossible to comply with an Operating Licence condition.
 - conditions relating to gaming machine categories, numbers, or method of operation.
 - conditions which provide that membership of a club or body be required (the Act specifically removes the membership requirement for casino and bingo clubs and this provision prevents it being reinstated);
 - conditions in relation to stakes, fees, and the winning of prizes.
- 16.14 This Authority will ensure that where category C or above machines are on offer in premises to which children are admitted:
- all such machines are located in an area of the premises which is separated from the remainder of the premises by a physical barrier which is effective to prevent access other than through a designated entrance
 - only adults are admitted to the area where these machines are located
 - access to the area where the machines are located is supervised
 - the area where these machines are located is arranged so that it can be observed by the staff or the licence holder
 - at the entrance to and inside any such areas there are prominently displayed notices indicating that access to the area is prohibited to persons under 18
- 16.15 This Licensing Authority is aware that tracks may be subject to one or more than one premises licence, provided each licence relates to a specified area of the track. As per the Gambling Commission's guidance, this Licensing Authority will consider the impact upon the third licensing objective and the need to ensure that entrances to each type of premises are distinct and that children are excluded from gambling areas where they are not permitted to enter.
- 16.16 **Door Supervisors:** The Licensing Authority may consider whether there is a need for door supervisors in terms of the Licensing Objectives of protecting of children and vulnerable persons from being harmed or exploited by gambling and also in terms of preventing premises becoming a source of crime. As the Act has amended the Security Industry Act 2001, door supervisors at casinos or bingo premises need not be licensed by the Security Industry Authority.
- 16.17 **Credit:** Credit facilities are prohibited from being provided in casinos and bingo licensed premises. Cash machines (ATMs) may be installed in such premises, but the Licensing Authority may apply conditions as to where they are sited.
- 16.18 **Betting Machines:** (See **APPENDIX 4** for definition)
- In relation to Casinos, Betting Premises and Tracks, the Licensing Authority can restrict the number of betting machines, their nature and the circumstances in which they are made available by attaching a licence condition to a Betting Premises Licence or to a Casino Premises Licence (*where betting is permitted*

in the Casino).

- 16.19 When considering whether to impose a condition to restrict the number of betting machines in particular premises, the Licensing Authority, among other things, shall take into account: -
- the size of the premises.
 - the number of counter positions available for person-to-person transactions; and
 - the ability of staff to monitor the use of the machines by children and young persons or by vulnerable persons.
- 16.20 In deciding whether to impose conditions to limit the number of betting machines, each application will be considered on its own merit and account will be taken of codes of practice or guidance issued under the Act.

17. PROVISIONAL STATEMENTS

- 17.1 Developers may wish to apply for provisional statements before entering into a contract to buy or lease property or land to judge whether a development is worth taking forward in light of the need to obtain a premises licence. There is no need for the applicant to hold an operating licence in order to apply for a provisional statement.
- 17.2 Section 204 of the Act provides for a person to make an application to the licensing authority for a provisional statement in respect of premises that he or she:
- expects to be constructed;
 - expects to be altered; or
 - expects to acquire a right to occupy.
- 17.3 The process for considering an application for a provisional statement is the same as that for a premises licence application in that the applicant is obliged to give notice of the application in the same way as applying for a premises licence. Responsible authorities and interested parties may make representations and there are rights of appeal.
- 17.4 In contrast to the premises licence application, the applicant does not have to hold or have applied for an operating licence from the Gambling Commission (except in the case of a track) and they do not have to have a right to occupy the premises in respect of which their provisional application is made.
- 17.5 The holder of a provisional statement may then apply for a premises licence once the premises are constructed, altered or acquired. The licensing authority will be constrained in the matters it can consider when determining the premises licence application, and in terms of representations about premises licence applications that follow the grant of a provisional statement, no further representations from relevant authorities or interested parties can be taken into account unless.
- they concern matters which could not have been addressed at the provisional statement stage, or
 - they reflect a change in the applicant's circumstances.
- 17.6 In addition, the authority may refuse the premises licence (or grant it on terms

different to those attached to the provisional statement) only by reference to matters.

- which could not have been raised by objectors at the provisional statement stage.
- which in the authority's opinion reflect a change in the operator's circumstances; or
- where the premises have not been constructed in accordance with the plan submitted with the application. This must be a substantial change to the plan and this licensing authority notes that it can discuss any concerns it has with the applicant before making a decision.

18. REPRESENTATIONS AND REVIEWS

18.1 Representations and Applications for Review of Premises Licence may be made by responsible authorities and interested parties however, it is for the Licensing Authority to decide whether the review is to be carried-out. This will be on the basis whether the request for the review is relevant to the matters listed below.

- In accordance with any relevant code of practice issued by the Gambling Commission.
- In accordance with any relevant guidance issued by the Gambling Commission.
- Reasonably consistent with the licensing objectives; and
- In accordance with the authority's statement of principles.

18.2 The Licensing Authority will decide if a representation or application for a review is to be carried out on the basis of whether or not the request is:

- Frivolous or vexatious.
- Will certainly not cause the authority to wish to revoke/suspend the Licence.
- Substantially the same as previous representations or requests for a review.
- In accordance with any relevant codes of practice issued by the Gambling Commission.
- In accordance with any relevant guidance issued by the Gambling Commission.
- Reasonably consistent with the licensing objectives.

18.3 There is no appeal, other than by way of judicial review, against the authority's determination of the relevance of an application for review.

18.4 The Licensing Authority can also initiate a review of a particular premises licence, or a particular class of premises licence on the basis of any reason which it thinks is appropriate.

18.5 Once a valid application for a review has been received by the Licensing Authority, representations can be made by responsible authorities and interested parties during a 28-day consultation period. This period begins 7 days after the application was received the Licensing Authority, who will publish notice of the application with 7 days of receipt.

- 18.6 The Licensing Authority must carry out a review as soon as possible after the 28-day period for making representations has passed.
- 18.7 The purpose of the review will be to determine whether the Licensing Authority should take any action in relation to the licence. If action is justified, the options open to the Licensing Sub-Committee are: -
- Add or remove or amend a licence condition imposed by the licensing authority.
 - Exclude a default condition imposed by the Secretary of State (e.g. opening hours) or remove or amend such an exclusion.
 - Suspend the premises licence for a period not exceeding three months.
 - And revoke the premises licence.
- 18.8 In determining what action, if any, should be taken following a review, the Licensing Authority must have regard to the principles set out in section 153 of the Act, as well as any relevant representations.
- 18.9 In particular, the Licensing Authority may also initiate a review of a premises licence on the grounds that a premises licence holder has not provided facilities for gambling at the premises. This is to prevent people from applying for licences in a speculative manner without intending to use them.
- 18.10 Once the review has been completed, the licensing authority must, as soon as possible, notify its decision to:
- The licence holder
 - The applicant for review (if any)
 - The commission
 - Any person who made representations
 - The chief officer of police or chief constable; and
 - His Majesty's Commissioners for Revenue and Customs (HMRC).

19 ADULT GAMING CENTRES

- 19.1 Entry to these premises is age restricted and no customer must be able to access the premises directly from any other licensed gambling premises.
- 19.2 The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.
- 19.3 This Licensing Authority may consider measures to meet the licensing objectives such as:
- Proof of age schemes
 - CCTV
 - Supervision of entrances / machine areas
 - Physical separation of areas
 - Location of entry
 - Notices / signage
 - Specific opening hours
 - Self-exclusion schemes
 - Provision of information leaflets/helpline numbers for

organisations such as GamCare

This list is not mandatory or exhaustive and is merely indicative of example measures.

20 (LICENSED) FAMILY ENTERTAINMENT CENTRES

- 20.1 A Licensed Family Entertainment Centre is defined in the Appendices of this document. Entry to these premises is not generally age restricted although entry to certain areas may be restricted, dependent on the category of machines available for use. No customer must be able to access the premises directly from:
- A casino
 - An adult gaming centre or
 - A betting premises, other than a track.
- 20.2 The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

21 CASINOS

- 21.1 The Licensing Authority has not passed a resolution under section 166 of the Act not to issue casino premises licences. Any future decision to pass or not to pass a casino resolution will only be taken after a full consultation process has been undertaken with the area. The principal access entrance to the premises must be from a street; No entrance to a casino must be from premises that are used wholly or mainly by children and/or young persons; No customer must be able to enter a casino directly from any other premises which holds a gambling premises licence.
- 21.2 **Casinos and Competitive Bidding:**
The Licensing Authority is aware that where a Licensing Authority's area is enabled to grant a Premises Licence for a new style casino, there are likely to be a number of operators which will want to run a casino. In such situations the Council will run a competition in line with Regulations and Codes of Practice issued under the Act by the Secretary of State. It should be noted that at the time this Policy was adopted, this area had not been so enabled.
- 21.3 **Betting Machines:**
The Licensing Authority can restrict the number of betting machines, their nature and the circumstances in which they are made available by attaching a licence condition to a Betting Premises Licence or to a Casino Premises Licence (*where betting is permitted in the casino*). When considering whether to impose a condition to restrict the number of betting machines in particular premises, the Licensing Authority, amongst other things should take into account:
- the size of the premises.
 - the number of counter positions available for person-to-person

- transactions; and
- the ability of staff to monitor the use of the machines by children and young persons or by vulnerable persons.

21.4 In deciding whether to impose conditions to limit the number of betting machines, each application will be on its own merits and account will be taken of Codes of Practice or Guidance issued under the Act.

21.5 **Credit:** Credit facilities are prohibited in casinos; however, this does not prevent the installation of cash dispensers (ATMs) on the premises, although the Licensing Authority may attach conditions as to the siting of such machines.

22. BINGO PREMISES

22.1 A Bingo premises is defined in the appendices of this document Entry to these premises is not generally age restricted although entry to certain areas may be restricted, dependent on the category of machines available for use. No customer must be able to access the premises directly from.

- A casino
- An adult gaming centre; or
- A betting premise, other than a track.

22.2 The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

22.3 **Credit:** Credit facilities are prohibited in premises licensed for Bingo; however, this does not prevent the installation of cash dispensers (ATMs) on the premises, although the Licensing Authority may attach conditions as to the siting of such machines.

23. BETTING PREMISES

23.1 Betting Premises are defined in the appendices of this document.

23.2 The Licensing Authority will take account of any conditions applied to an Operating Licence in respect of such premises.

Access must be from a street or from another premise with a betting premises licence.

No direct access from a betting shop to other premises used for the retail sale of merchandise or services. In effect there cannot be an entrance to a betting shop from a shop of any kind and you could not have a betting shop at the back of a café – the whole area would have to be licensed.

24. TRACKS

24.1 A Track is defined in the appendices of this document. Entry to these premises are generally age restricted. On race days, specific areas within the track may be

age restricted dependent on the licensable activities taking place.

- 24.2 No customer should be able to access the premises directly from:
- A casino
 - An adult gaming centre.
- 24.3 This Authority expects the premises licence applicant to demonstrate suitable measures to ensure that children do not have access to adult only gaming facilities. It is noted that children and young persons will be permitted to enter track areas where facilities for betting are provided on days when dog-racing and/or horse racing takes place, but that they are still prevented from entering areas where gaming machines (other than category D machines) are provided.
- 24.4 This Licensing Authority may consider measures to meet the licensing objectives such as:
- Proof of age schemes
 - CCTV
 - Supervision of entrances / machine areas
 - Physical separation of areas
 - Location of entry
 - Notices / signage
 - Specific opening hours
 - Self-exclusion schemes
 - Provision of information leaflets/helpline numbers for organisations such as GamCare

This list is not mandatory or exhaustive and is merely indicative of example measures.

24.4 **Gaming Machines**

Where the applicant holds a pool betting operating licence and is going to use the entitlement to four gaming machines, machines (other than category D machines) should be located in areas from which children are excluded.

24.5 **Betting Machines –**

This Licensing Authority will, as per the Gambling Commission's guidance, take into account the size of the premises and the ability of staff to monitor the use of the machines by children and young persons (it is an offence for those under 18 to bet) or by vulnerable people, when considering the number/nature/circumstances of betting machines an operator proposes to offer

25. **TRAVELLING FAIRS**

- 25.1 The Licensing Authority will determine whether the statutory requirement that the facilities for gambling amount to no more than an ancillary amusement at a travelling fair is met, where Category D machines and/or equal chance prize gaming without a permit are to be made available for use.

26. LOCAL AREA PROFILING

- 26.1 The Social responsibility Code requires licensees to assess the local risks to the licensing objectives posed by their gambling operations at each of their premises and have policies, procedures and control measures to mitigate those risks. Additionally, applicants will have to undertake a local risk assessment when applying for a new or variation of a premises licence, to take account of significant changes in the local circumstances or when there are significant changes at the licensee's premises.
- 26.2 The Licensing Authority is aware that there is no mandatory requirement to have a local area profile but recognises that one may offer a number of benefits. Should evidence be obtained to identify local risk areas then these will be reflected in a separate document and made available from Fenland District Council and the Council's website.
- 26.3 Enquiries with relevant organisations have not yet revealed any data to suggest that there are any areas within the Fenland District that could be identified as a risk. (However, should the consultation reveal such data then this paragraph will be updated).

27. LOCAL AREA RISK ASSESSEMENTS

27.1 The Gambling Commission's Licence Conditions and Code of Practice (LCCP) requires operators to consider local risks in their application.

27.2 It is considered best practice for Licensing Authorities to set out matters they expect the operator to take account of in the risk assessment in its statement of policy and this licensing authority would recommend that the following matters are considered by operators when making their risk assessment

- Information held by the licensee regarding self-exclusions and incidences of underage gambling.
- Arrangements for localised exchange of information regarding self-exclusion and gaming trends.
- The location and proximity of buildings, attractions or facilities, etc. that may attract children or other vulnerable people.
- Known problems in the area such as problems arising from street drinkers, youths participating in anti-social behaviour, drug dealing activities, etc
- Whether the premises are in an area of deprivation
- Health information and data relating to gambling related harm

27.3 The LCCP requires that licensees review and update their local risk assessments as and when necessary to take into account the following:

- any significant changes in local circumstances
- when there are significant changes at a licensee's premises that may affect their mitigation of local risks
- when applying for a variation of a premises licence; and
- in any case, undertake a local risk assessment when applying for a new premises licence.

27.4 A single generic risk assessment covering every premises in an operator's portfolio will not be considered by the Local Authority to be suitable or sufficient. It is also expected that operators will take full account of the local area when compiling their risk assessments, and to reflect this in the control measures which they will implement.

27.5 Risk assessments must be kept at the individual premises to which they relate, and all staff should be aware of their existence, ensuring they work in accordance with them.

28. PUBLIC HEALTH CONSIDERATIONS

28.1 The local authority is aware that Cambridgeshire County Council Public Health supports the Gambling Commission on the prevention of problem gambling. The Gambling Commission recognises it's a Public Health issue and is to be tackled along with other issues.

28.2 The Licensing Authority will liaise with public health colleagues about new and variation applications within Fenland, so that we can both continue to monitor any increase in access to gambling opportunities for those at risk of problem gambling and work jointly to ensure that appropriate measures are put in place to minimise that risk and support those seeking help

PART C
PERMITS/TEMPORARY OR OCCASIONAL USE
NOTICES/REGISTRATIONS

29. UNLICENSED FAMILY ENTERTAINMENT CENTRE GAMING MACHINE PERMITS

29.1 Where a premise does not hold a Premises Licence but wishes to provide gaming machines, it may apply to the Licensing Authority for a permit. It should be noted that the applicant must show that the premises will be wholly or mainly used for making gaming machines available for use.

29.2 Statement of Licensing Principles:

The Licensing Authority will expect the applicant to show that there are written policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The suitability of such policies and procedures will be considered on their merits, however, they may include: -

- A Disclosure & Barring Service check to ensure that the applicant has no relevant convictions. Where the applicant is a person who is the sole proprietor, the check will be against that person or where the applicant is a company, the check will be against the person who is normally in day-to-day control of the premises.
- Disclosure & Barring Service (DBS) checks for staff.
- Training covering how staff would deal with: -
 - unsupervised, very young children being on the premises; or
 - children causing perceived problems on/around the premises.
 - suspect truant children; and
 - have a full understanding of the maximum stakes and prizes of the gambling that is permissible in unlicensed Family Entertainment Centres.
- A plan scale 1:100 of the premises showing:
 - The boundary of the premises including any internal and external walls, entrances, exits, doorways and windows, and indicating the points of access available to the public
 - The location of any fixed or temporary structures
 - The location of any counters, booths, offices or other locations from which staff may monitor the activities of persons on the premises
 - The location of any public toilets within the boundary of the premises
 - The location of CCTV cameras
 - The location of any ATM or other cash/change machines
 - The proposed location of the Category 'D' machines
 - Details of non-category 'D' machines (e.g., skill with prizes machines)

This list is not exhaustive but indicative of examples.

30. (ALCOHOL) LICENSED PREMISES GAMING MACHINE PERMITS

- 30.1 There is provision in the Act for premises licensed to sell alcohol under part 3 of the Licensing Act 2003 for consumption on the premises to automatically have two gaming machines, of Categories C and/or D. The Premises Licence holder needs to notify the Licensing Authority of the intention to make gaming machines available for use and pay the prescribed fee.
- 30.2 Gaming machines can only be located on licensed premises that have a bar for serving customers.
- 30.3 Premises restricted to selling alcohol only with food, will not be able to apply for a permit.
- 28.4 The Licensing Authority can remove the automatic authorisation in respect of any particular premises if:
- provision of the machines is not reasonably consistent with the pursuit of the licensing objectives
 - gaming has taken place on the premises that breaches a condition of Section 282 of the Gambling Act (i.e. that written notice has been provided to the Licensing Authority, that a fee has been provided and that any relevant code of practice issued by the Gambling Commission about the location and operation of the machine has been complied with).
 - the premises are mainly used for gaming
 - an offence under the Gambling Act has been committed on the premises
- 30.4 Where an application for more than two gaming machines is received, the Licensing Authority will specifically have regard to the need to protect children and vulnerable persons from harm, or being exploited by gambling and will expect the applicant to satisfy the Authority that there will be sufficient measures to ensure that under 18-year-olds do not have access to the adult only machines. Measures will cover such issues as: -
- Adult machines being in sight of the bar;
 - Adult machines being in sight of staff who will monitor that the machines are not being used by those under 18;
 - Appropriate notices and signage; and
 - As regards the protection of vulnerable persons, the Licensing Authority will consider measures such as the use of self-barring schemes, provision of information, and leaflets/helpline numbers for organisations such as Gam Care.

This list is not exhaustive but indicative of examples.

The Licensing Authority can decide to grant an application with a smaller number of

machines and/or a different category of machines than that applied for but conditions other than these cannot be attached.

31. PRIZE GAMING PERMITS

31.1 Where a premise does not hold a premises licence but wishes to provide prize gaming, an application for a prize gaming permit may be made to the Licensing Authority. The applicant must specify the nature of gaming for which the permit is sought and demonstrate that he or she understands the limits to stakes and prizes that are set out in Regulations and that the gaming offered is within the law.

31.2 Statement of Licensing Principles:

The Licensing Authority will expect the applicant to show that there are written policies and procedures in place to protect children from harm. Harm in this context is not limited to harm from gambling but includes wider child protection considerations. The suitability of such policies and procedures will be considered on their merits, however, they may include: -

- A DBS check to ensure that the applicant has no relevant convictions. Where the applicant is a person who is the sole proprietor, the check will be against that person or where the applicant is a company, the check will be against the person who is normally in day-to-day control of the premises;
- DBS checks for staff;
- Training covering how staff would deal with: -
 - unsupervised, very young children being on the premises, or
 - children causing perceived problems on/around the premises; and
 - suspect truant children.

This list is not exhaustive but indicative of examples.

In making its decision on an application for a permit, the Licensing Authority does not need to have regard to the Licensing Objectives but must have regard to any Gambling Commission guidance.

32. CLUB GAMING AND CLUB MACHINE PERMITS

32.1 Members' clubs and miners' welfare institutes may apply for a Club Gaming Permit and/or a Club Gaming Machine Permit. The Club Gaming permit will enable the premises to provide gaming machines (three machines of category B4, C or D), or equal chance gaming i.e. Poker, Bingo. A Club Machine Permit will enable premises to provide gaming machines (three machines or category B4, C or D) Commercial clubs may only apply for a club machine permit.

32.2 A fast-track procedure is available for premises that hold a Club Premises Certificate under the Licensing Act 2003.

32.3 To qualify for these special club permits a member's club must have at least 25 members and be established and conducted 'wholly or mainly' for purposes other

than gaming. A member's club must be permanent in nature, not established to make a commercial profit and controlled by its qualifying members equally. Examples of these include branches of the Royal British Legion, working men's clubs and clubs with political affiliations.

32.4 Before granting the permit, the council will need to satisfy itself that the premises meets the requirements of a members club and the majority of its members are over 18.

32.5 Licensing authorities may only refuse an application on the grounds that:

- the applicant does not fulfil the requirements for a members' or commercial club or miners' welfare institute and therefore is not entitled to receive the type of permit for which it has applied
- the applicant's premises are used wholly or mainly by children and/or young persons
- an offence under the Act or a breach of a permit has been committed by the applicant while providing gaming facilities
- a permit held by the applicant has been cancelled in the previous ten years
- an objection has been lodged by the Commission or the police

32.6 There are statutory conditions on club gaming permits that no child uses a category B or C machine on the premises and that the holder complies with any relevant provision of a code of practice about the location and operation of gaming machines.

33. TEMPORARY USE NOTICES (TUN)

33.1 The persons designated to receive TUNs and to issue objections are specified in Appendix 4.

33.2 A TUN may only be granted to a person or company holding an operating licence relevant to the temporary use of the premises. Regulations have been issued by the Secretary of State prescribing the activities to be covered.

33.3 For the purpose of a TUN, a set of premises is the subject of a TUN if any part of the premises is the subject of the Notice. This prevents one large premise from having a TUN in effect for more than 21 days per year by giving a Notice in respect of different parts.

33.4 The definition of "a set of premises" will be a question of fact in the particular circumstances of each Notice that is given. In considering whether a place falls within the definition of "a set of premises" the Licensing Authority will consider, amongst other things, the ownership/occupation and control of the premises.

33.5 The Licensing Authority will object to Notices where it appears that the effect would be to permit regular gambling in a place that could be described as one set of premises.

34. OCCASIONAL USE NOTICES

34.1 Occasional Use Notices (OUNs), apply only to tracks, which are described as being premises on any part of which a race or other sporting events take place, or is intended to take place. Tracks need not be a permanent fixture.

34.2 OUNs are intended to permit licensed betting operators who have the appropriate permission of the Gambling Commission to use tracks for short periods for conducting betting. The OUN dispenses with the need for a Betting Premises Licence for the track.

34.3 The Licensing Authority has very little discretion as regards these Notices, aside from ensuring that a statutory limit of 8 days in a calendar year is not exceeded.

34.4 The Licensing Authority will, however, consider the definition of a track and whether the applicant is permitted to avail him/herself of the Notice.

34.5 The person designated to receive the OUNs and assess validity is specified in the scheme of delegation as shown at Appendix 4.

35. SMALL SOCIETY LOTTERIES

35.1 The definition of a Small Society Lottery is contained in Appendix-4 and these require registration with the Licensing Authority.

35.2 The Licensing Authority will register and administer smaller non-commercial lotteries and applicants for registration must apply to the licensing authority in the area where their principal office is located.

35.3 The Licensing Authority must be satisfied that the 'society' is established and conducted:

- for charitable purposes (as defined in S2 of the Charities Act 2006)
- for the purpose of enabling participation in, or of supporting, sport athletics or a cultural nature activity; or
- for any other non-commercial purpose other than private gain.

35.4 In determining whether the Society is non-commercial the Licensing Authority may require applicants to provide copies of the society's constitution or terms of reference.

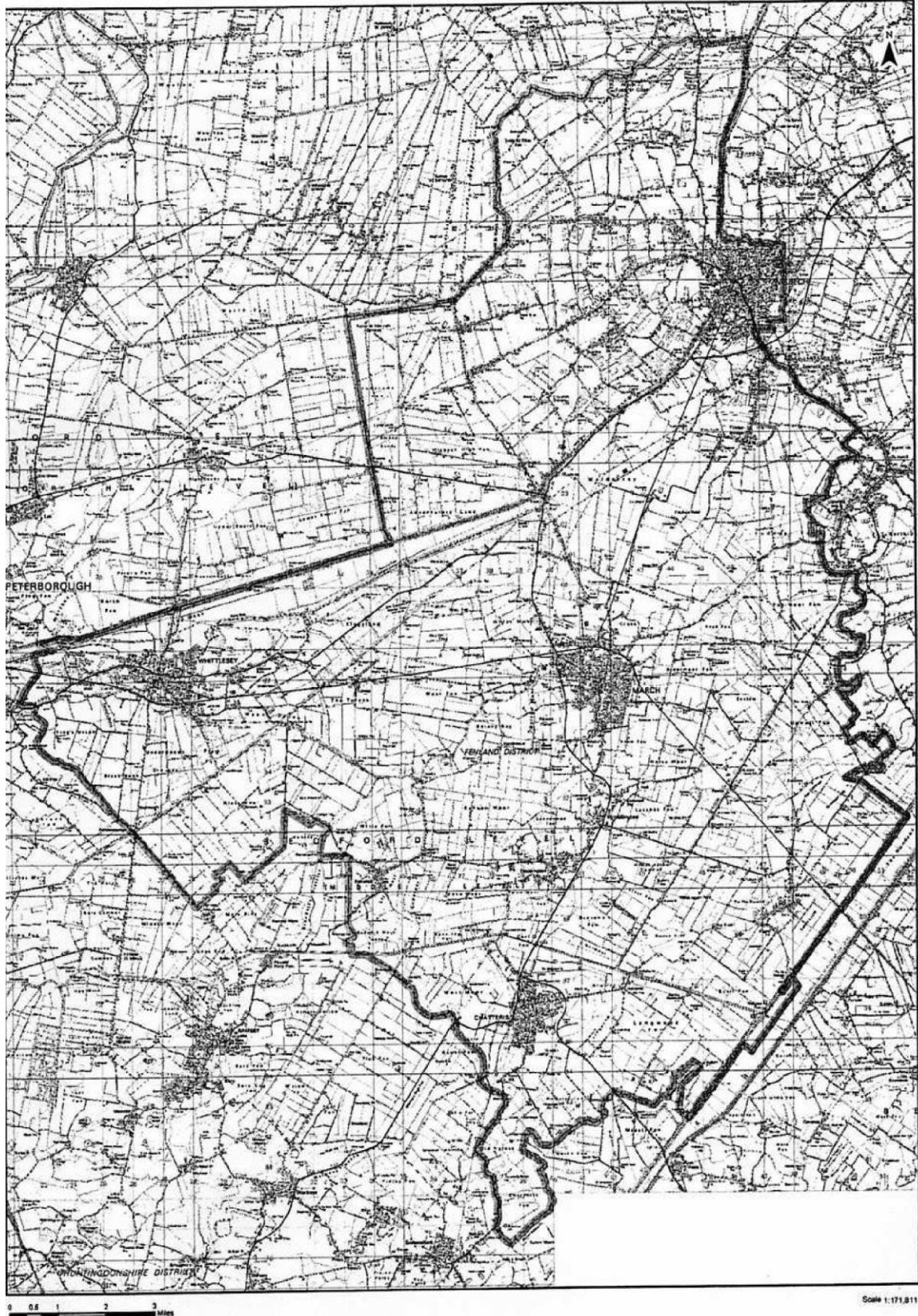
35.5 For new applications or change of promoter, the Licensing Authority shall require the promoter of the lottery to produce a statement declaring that they have no relevant convictions that would prevent them from running a lottery. A list of

'relevant' offences is listed at Schedule 7 of the Act.

- 35.6 The Licensing Authority may refuse an application for registration if in their opinion:
- the applicant is not a non-commercial society
 - a person who will or may be connected with the promotion of the lottery has been convicted of a relevant offence; or
 - information provided in or with the application for registration is false or misleading.
- 35.7 Where the Licensing Authority intends to refuse registration of a Society, it will give the Society an opportunity to make representations and will inform the Society of the reasons why it is minded refusing registration. It will also supply evidence on which it has reached that preliminary conclusion.
- 35.8 The Licensing Authority may revoke the registered status of a society if it thinks that they would have had to, or would be entitled to; refuse an application for registration if it were being made at that time. However, no revocations will take place unless the Society has been given the opportunity to make representations. The Licensing Authority will inform the society of the reasons why it is minded to revoke the registration and will provide an outline of the evidence on which it has reached that preliminary conclusion.

APPENDIX 1 – MAP OF FENLAND

Fenland District Council



Approved xx December 2024
Start Date – 31 January 2025
Expiry Date – 30 January 2028
Review Date – December 2027

APPENDIX 2 – RESPONSIBLE AUTHORITIES

- **Local Authority
Environment and Health Services**

Fenland District Council
Environmental Health Team
Fenland Hall
County Road
Cambridgeshire
PE15 8NQ
Email: envhealth@fenland.gov.uk

- **The Body Responsible for
Health and Safety**

Fenland District Council
Environmental Health Team
Fenland Hall
County Road
Cambridgeshire
PE15 8NQ
Email: Dsadler@fenland.gov.uk

- **Cambridgeshire Constabulary**

Police Licensing Officer
Cambridgeshire Constabulary
Partnership & Operational Support
Team Licensing & Events Planning
Thorpewood Police Station
Peterborough
PE3 6SD
Email: LicensingNorth@cambs.police.uk

- **Cambridgeshire Fire and
Rescue Service**

Chief Fire Officer
Hinchingsbrooke
Cottage Brampton
Road Huntingdon PE29
2NA Telephone: 01480
444500 Email:
[fireprotectionnorthconsultations@cambsfir
e.gov
.uk](mailto:fireprotectionnorthconsultations@cambsfire.gov.uk)

➤ **The Body Responsible for the Protection of Children from Harm**

Safeguarding & Standards
Unit Licence applications
PO Box 144
St Ives
Cambridgeshire
PE27 9AU
Telephone: 01223 706380
Email:
ReferralCentre.Children@cambridgeshire.gov.uk
Web: www.cambridgeshire.gov.uk

➤ **Local Authority Planning Authority**

Fenland District Council
Development Services
Fenland Hall
County
Road
March
Cambridgeshire PE15 8NQ
Telephone: 01354 654321
Email:
planning@fenland.gov.uk

➤ **HM Revenue & Customs**

HM Revenue & Customs
12th Floor
Alexandra
House Victoria
Avenue
Southend-on-
Sea Essex
SS9 1B

The Gambling Commission

The Gambling
Commission Victoria
Square House Victoria
Square Birmingham
B2 4BP
Tel: 0121 230 6500
Email: info@gamblingcommission.gov.uk

For vessels carrying more than 12 passengers the Certifying Authority will be:-

Maritime & Coastguard
Agency Surveyor In Charge
Harwich Marine
Office East Terrace
Walton-on-Naze
Essex
CO14 8PY
Telephone: 01255 682107

For Vessels carrying 12 or less passengers the Certifying Authority will be:-

Environment
Agency Kingfisher
House Goldhay
Way
Orton
Goldhay
Peterborough
PE2 5ZR
Telephone: 01733 464277

APPENDIX 3 – TABLE OF DELEGATIONS OF LICENSING FUNCTION

Summary of Licensing Authority delegations permitted under the Gambling Act 2005.

Matter to be dealt with	Full Council	Sub-committee of Licensing Committee	Officers
Final approval of three year licensing policy	✓		
Policy not to permit casinos	✓		
Fee setting (when appropriate)			✓
Application for premises licenses		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a variation to a licence		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Application for a transfer of licence		Where representations have been received from the Commission	Where no representations received from the Commission
Application for a provisional statement		Where representations have been received and not withdrawn	Where no representations received/ representations have been withdrawn
Review of a premises licence		✓	
Application for club gaming/club machine permits		Where objections have been made and not withdrawn	Where no objections made/objections have been withdrawn
Cancellation of club gaming/club machine permits		✓	
Applications for other permits			✓
Cancellation of licensed premises gaming machine permits			✓
Consideration of temporary use notice			✓
Decision to give counter notice to temporary use notice		✓	
Consideration of an Occasional Use Notice			✓

APPENDIX 4 - DEFINITIONS

ADULT GAMING CENTRE

An Adult Gaming Centre Premises Licence issued by the Licensing Authority will authorise gaming machines of Category B, C or D in the following numbers:

- 1 A maximum of 20% of the total number of gaming machines which are available for use on the premises - Category B3 or B4 machines
- 2 No limit on Category C and D machines.

AUTHORISED LOCAL AUTHORITY OFFICER

A Licensing Authority Officer who is an authorised person for a purpose relating to premises in that Authority's area.

BETTING MACHINES

A betting machine is not a gaming machine if it is designed or adapted for use to bet on future real events. Some betting premises may make such machines available to accept bets as a substitute for placing a bet over the counter. These machines are not gaming machines and therefore neither count towards the maximum permitted number of gaming machines nor have to comply with any stake or prize limits. However, if a machine is made available to take bets on virtual races i.e. images generated by computer to resemble races or other events, that machine is a gaming machine and does count towards the maximum permitted number of such machines.

Section 181 contains a power for licensing authorities to restrict the number of betting machines, their nature and the circumstances in which they are being made available by attaching a licence condition to a betting premises licence or to a casino premises licence where betting is permitted in the casino. When considering whether to impose such a condition the Licensing Authority, amongst other things, should consider the size of the premises, the number of counter positions available for person to person transactions and the ability of staff to monitor the use of machines by anyone under 18 years of age or by vulnerable people.

BETTING PREMISES

The legislation contains a single type of licence for betting premises. However, within this single class of licence there will be different types of premises which require licensing. One type will be off course betting i.e. the betting shop. The other sort of licensing will be betting at a track i.e. a racecourse. There is a separate type of premises licence for betting on tracks. It will also be possible for there to be premises licence for betting offices on tracks.

The Act also permits betting intermediary to operate from premises, although they usually offer their services via remote communication such as the internet. There is nothing to stop a betting intermediary applying for a betting premises licence to offer intermediary services on the premises.

No one under 18 will be able to enter premises with a betting premises licence although special rules apply to track betting.

Betting will be permitted as part of a casino premises licence and they will not require a separate betting premises licence. However, they will need to obtain a betting operating licence which can be combined with their casino licence.

The holder of a betting premises licence may make available up to 4 gaming machines of category B, C or D. The category B machines will be restricted to B2, B3 and B4

BINGO PREMISES

Bingo is currently categorised as “equal chance gaming” and is regarded widely as soft gaming. It is played in a variety of circumstances depending on where it takes place, for example as a commercial enterprise in a licensed bingo club for cash prizes, or as a prize bingo in amusement arcades, or on a non-commercial basis with low stakes and prizes in clubs, pubs and other institutes. Variations of club based include linked bingo where two or more clubs play a joint game using pooled stakes and multiple bingo, often known as the National Game, played across the country for large prizes. Clubs also offer machine gaming which is largely played during intervals between bingo games.

Commercial Bingo Clubs

- ❖ There should be no statutory limits on the stakes and prizes in bingo games;
- ❖ There should be no restriction on the frequency of multiple bingo games;
- ❖ Any new games should be approved by the Gambling Commission; and
- ❖ Rollovers should be permitted.

Bingo in Pubs and Clubs

- ❖ Where pubs or clubs offer prizes in equal chance games such as bingo above £2000 per week, they should be regulated by the Gambling Commission in the same way as commercial bingo.

CASINO

An arrangement whereby people are given an opportunity to participate in one or more casino games.

CASINO RESOLUTION

This authority has a resolution not to issue Casino Premises Licences.

CHILD

Individual who is less than 16 years old.

CLUB GAMING MACHINE PERMIT

Permit to enable the premises to provide gaming machines (3 machines of Categories B, C or D).

CONDITIONS

Conditions to be attached to licences by way of:-

- Automatic provision
- Regulations provided by Secretary of State
- Conditions provided by Gambling Commission
- Conditions provided by Licensing Authority

Conditions may be general in nature (either attached to all licences or all licences of a particular nature) or may be specific to a particular licence.

DEFAULT CONDITIONS

Conditions that will apply unless the Licensing Authority decides to exclude them. This may apply to all Premises Licences, to a class of Premises Licence or Licences for specified circumstances.

DELEGATED POWERS

Decisions delegated either to a Licensing Committee, Sub-Committee or Licensing Officers.

DISORDER

No set interpretation. However, likely to be connected to the way gambling is being conducted. In the case of Gambling Premises' Licences, disorder is intended to mean activity that is more serious and disruptive than mere nuisance.

EQUAL CHANCE GAMING

Games that do not involve playing or staking against a bank and where the chances are equally favorable to all participants.

EXEMPT LOTTERIES

Lotteries specified in the Gambling Act as permitted to be run without a licence from the Gambling Commission. There are four types:-

- Small Society Lottery (required to register with Licensing Authorities).
- Incidental Non Commercial Lotteries
- Private Lotteries
- Customer Lotteries

EXTERNAL LOTTERY MANAGER

An individual, firm or company appointed by the Small Lottery Society to manage a lottery on their behalf. They are consultants who generally take their fees from the expenses of the lottery.

FAMILY ENTERTAINMENT CENTRE (LICENSED)

A family entertainment centre is defined as premises (other than an adult gaming centre) wholly or namely used for making gaming machines available for use.

It will be necessary to obtain a Gaming Machine General Licence from the Gambling Commission. A family entertainment centre Premises Licence issued by the Licensing Authority will authorise gaming machines to be provided as follows:

- 1 An unlimited number of Category C and D machines
- 2 Category C machines to be located in an adult only area.

GAMING

Prize Gaming if the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming. The prizes will be determined by the operator before the play commences.

GAMING MACHINE

Machine covering all types of gambling activity, including betting on virtual events.

Categories

Category	Maximum Stake	Maximum Prize
A	Unlimited	Unlimited – no category A currently permitted
B1	£5	£10,000
B2	£2	£500
B3A	£2	£500
B3	£2	£500
B4	£2	£400
C	£1	£100
D non-money prize	30pence	£8
D non-money prize (crane grab machines only)	£1	£50
D money and non-combined money prize	10pence	£8 (of which no more than £5 may be a money prize)
D Combined money and non-money prize (coin pusher or penny falls machines only)	20pence	£20 (of which no more than £10 may be a money prize)

HUMAN RIGHTS ACT 1998 ARTICLES: 1, 6, 8 AND 10

- Article 1: Protocol 1 - The right to peaceful enjoyment of possessions.
- Article 6: - The right to a fair hearing.
- Article 8: - The right of respect for private and family life
- Article 10: - The right to freedom of expression.

INCIDENTAL NON COMMERCIAL LOTTERY

A lottery promoted wholly for purposes other than private game, and which are incidental to non-commercial events (commonly charity fundraising events, lottery held at a school fete or at a social event such as a dinner dance).

EXCHANGE OF INFORMATION

Exchange of information with other regulatory bodies under the Gambling Act.

INTERESTED PARTY

A person who:-

- Lives sufficiently close to the premises to be likely affected by the authorised activities
- Has business interests that might be affected by the authorised activities
- Represents persons in either of the above groups

LICENSING OBJECTIVES

1. Preventing gambling from being a source of crime or disorder, being associated with crime or disorder or being used to support crime.
2. Ensuring that gambling is conducted in a fair and Open Way.
3. Protecting children and other vulnerable persons from being harmed or exploited by gambling.

LOTTERY

An arrangement which satisfies the statutory description of either a simple lottery or a complex lottery in Section 14 of the Act.

LOTTERY TICKETS

Tickets that must:

- Identify the promoting society
- State the price of the ticket, which must be the same for all tickets
- State the name and address of the member of the Society who is designated as having responsibility for the Society for the promotion of the lottery or, if there is one, the External Lottery Manager, and
- State the date of the draw, or enable the date of the draw to be determined

MEMBERS' CLUB

A club that must:

- Have a least 25 members
- Be established and conducted 'wholly or mainly' for purposes other than gaming
- Be permanent in nature
- Not be established to make commercial profit
- Be controlled by its members equally.

OCCASIONAL USE NOTICES

Betting may be permitted on a 'track' without the need for a full Premises Licence.

Where there is betting on a track on 8 days or less in a calendar year, betting may be permitted by an occasional use notice without the need for a full premises licence. Occasional use notices cannot be used on more than 8 days in a calendar year i.e. the year starting on the 1 January and ending on 31 December.

The notice for an occasional use must be served on the licensing authority and the police. Notices can be given for a continuous period of 8 days.

OFF COURSE BETTING

Betting that takes place other than at a track, i.e. at a Licensed Betting Shop

OPERATING LICENCE

Licence to permit individuals and companies to provide facilities for certain types of gambling. It may authorise remote or non-remote gambling.

PERMITS

Authorisation to provide a gambling facility where the stakes and prizes are very low or gambling is not the main function of the premises.

PERSONAL LICENCE

Formal authorisation to individuals who control facilities for gambling or are able to influence the outcome of gambling. Cannot be held by companies.

PREMISES

Defined as 'any place'. It is for the Licensing Authority to decide whether different parts of a building can be properly regarded as being separate premises.

PREMISES LICENCE

Licence to authorise the provision of gaming facilities on casino premises, bingo premises, betting premises, Adult Gaming Centres and Family Entertainment Centres

PRIVATE LOTTERIES

There are three types of Private Lotteries:

1. Private Society Lotteries – tickets may only be sold to members of the Society or persons who are on the premises of the Society.
2. Work Lotteries – the promoters and purchasers of tickets must all work on a single set of work premises.
3. Residents' Lotteries – promoted by, and tickets may only be sold to people who live at the same set of premises.

PRIZE GAMING

Where the nature and size of the prize is not determined by the number of people playing or the amount paid for or raised by the gaming. The prizes will be determined by the operator before play commences.

PRIZE GAMING PERMIT

A permit to authorise the provision of facilities for gaming with prizes on specific premises..

PROVISIONAL STATEMENT

Where an applicant can make an application to the Licensing Authority in respect of premises that he:

- ☐ Expects to be
- ☐
- ☐

constructed Expects to
be altered
Expects to acquire a right to occupy

RELEVANT REPRESENTATIONS

Representations that relate to the Gambling Licensing Objectives, or that raise issues under the Licensing Policy or the Gambling Commission's Guidance or Codes of Practice.

RESPONSIBLE AUTHORITIES

Public bodies that must be notified of all applications and who are entitled to make representations in relation to Premises Licences as follows:

- The Licensing Authority in whose area the premises is partly or wholly situated
- The Gambling Commission
- The Chief Officer of Police Fire and Rescue Service
- The Planning Authority for the local authority area Environmental Health Service for the local authority area
- The Body competent to advise on the protection of children from harm HM Revenue and Customs
- Authority in relation to vulnerable adults
- Vessel only – the Navigation Authority whose statutory functions are in relation to waters where the vessel is usually moored or berthed, i.e. the Environment Agency, British Waterways Board, the Maritime and Coastguard Agency.

SMALL LOTTERIES

When licensing authorities are approached by societies who want to register with them to operate lotteries, they are required to refer to the Act's definition of a small society lottery, which falls into two distinct areas:

- Society status – the society in question must be 'non-commercial'
- Lottery size – the total value of tickets to be put on sale per single lottery must be £20,000 or less, or the aggregate value of tickets to be put on sale for all their lotteries in a calendar year must not exceed £250,000. If the operator plans to exceed either of these values then they may need to be licensed with the Commission to operate large lotteries instead.

TEMPORARY USE NOTICE

Licensing Authorities may issue Temporary Use Notices to allow gambling activities to take place for limited periods in otherwise unlicensed premises. Only the holder of an Operating Licence may apply for a Temporary Use Notice. The same premises may not be the subject of a Temporary Use Notice for more than 21 days in any period of 12 months. However, provided that the aggregate period does not exceed that limit, it is possible to apply for more than one Temporary Use Notice during that period.

TRACK BETTING

Tracks are sites, including horse racecourses and dog tracks where races or other sporting events take place e.g. football grounds and cricket grounds. Betting is a major activity on the tracks, both in the form of pool betting (often known as the “tote”) and also general betting known as fixed odds betting.

There is no separate class of betting premises licence for a track. However, in relation to tracks betting is divided into “on course” and “off course.”

The “on course” betting operator is one who comes on to the track, temporarily, while races are taking place and operates at the trackside.

“Off course” betting operators may, in addition to premises away from the track, operate self- contained betting premises within the track premises. Such self-contained premises provide facilities for off course betting e.g. on other events not just those taking place on the track.

In addition pool betting can take place on the tracks, but only on certain types of track and the people who may run it are limited.

TRAVELLING FAIR

A fair that ‘wholly or principally’ provides amusements and must be on a site used for fairs for no more than 27 days per calendar year.

VEHICLES

Defined trains, aircraft, sea planes and amphibious vehicles other than hovercraft. No form of commercial betting and gaming is permitted.

VULNERABLE PERSONS

No set definition, but likely to mean group to include people

- ☐ who: Gamble more than they want to
- ☐ Gamble beyond their means
- ☐ Who may not be able to make informed or balanced decisions about gambling due to a mental impairment, alcohol or drugs.

YOUNG PERSON

An individual who is not a child but who is less than 18 years old.

TEMPORARY USE NOTICES

The organisations designated to receive TUNs and to issue objections

are:- The Licensing Authority
The Gambling Commission
Cambridgeshire Police
HM Commission for Revenues and Customs

If applicable, any other Licensing Authority in whose area the premises are situated (if the premises crosses the border between two Licensing Authority's areas).

APPENDIX 5 - LIST OF CONSULTEES

Responsible Authorities:

- ? The licensing authority
- ? The Gambling Commission
- ? Chief Officer of Police, Cambridgeshire Constabulary
- ? Cambridgeshire Fire and Rescue Authority
- ? Fenland Planning Authority
- ? Fenland Environmental Health
- ? Cambridgeshire Safeguarding and Standards Unit
- ? HM Revenue and Customs
- ? The Environment Agency
- ? The British Waterways Board
- Secretary of State for Transport (Maritime and Coastguard Agency)

In addition:

British Amusement Catering Trade Association (BACTA)
(Representing the UK pay to play leisure machine industry)

Association of British

Bookmakers The Bingo

Association

Bingo premises
British Beer & Pub Association

Bookmakers within Fenland

Citizens Advice Bureau

Gamblers Anonymous Gam
care

Public Health

Town and Parish Council Clerks

Trading Standards

Faith Groups

Community

Groups

Assessing Equality – The Equality Act 2010

Customer Impact Assessment

Name and brief description of policy being analysed

Briefly summarise the policy including any key information such as aims, context etc; note timescales and milestones for new policies; use plain language – NO JARGON; refer to other documents if required

Policy being reviewed - Statement of Gambling Policy 2025 – 2028 (GA05)

The Council as the Licensing Authority has a statutory duty to review its Statement of Principles under the Gambling Act 2005 every three years. The current policy was adopted at Full Council and came into effect on 31 January 2025.

The Gambling Act requires each Licensing Authority to prepare and publish a Statement of Principles under the Gambling Act. The statement sets out how the authority intends to approach its licensing responsibilities and in particular how it intends to promote the three licensing objectives namely:

- Preventing gambling from being a source of crime and disorder, being associated with crime and disorder or being used to support crime.
- Ensure gambling is conducted in a fair and open way
- Protecting children and other vulnerable persons from being harmed or exploited by gambling.

The Gambling Policy is to be renewed every three years and this policy will cover the period of 2025 - 2028

Information used for customer analysis

Note relevant consultation; who took part and key findings; refer to, or attach other documents if needed; include dates where possible

The Responsible Authority Officers act as a main consultee:

Fenland District Council – Environmental Health
 Fenland district Council – Health & Safety
 Cambridgeshire Constabulary
 Cambridgeshire Fire & Rescue
 Safeguarding & Standards – Protection of Children from harm

Assessing Equality – The Equality Act 2010

Fenland District Council -Planning Authority
 HM Revenue & Customs
 Gambling Commission
 Town Councils

Public Consultation

Comments were requested from the Public Consultation that took place from 23 September 2024 until 18 October 2024. The draft policy was advertised on our website, all Responsible Authorities and Interested parties.

This CIA has taken into account any comments made during the consultation process and will also reflect any changes that are made with the draft policy prior to Licensing Committee approval in 2024

	Could particularly benefit	Neutral	May adversely impact	Explanations	Is action possible or required?	Details of actions or explanations if actions are not possible Please note details of any actions to be placed in your Service Plan
Race	<input type="checkbox"/>	✓	<input type="checkbox"/>	Officers have considered all of the equality strands. This Customer Impact Assessment does not raise any negative equality issues. Officers have concluded that the Gambling Policy - Statement of Principles will have positive impacts in ensuring that the Licensing Objectives within the policy are upheld. There is no evidence that the policy may result in adverse impacts on equality.	N	
Sex	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Gender reassignment	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Disability	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Age	✓	<input type="checkbox"/>	<input type="checkbox"/>		N	
Sexual orientation	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Religion or belief	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Pregnancy & maternity	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	
Marriage & civil partnership	<input type="checkbox"/>	✓	<input type="checkbox"/>		N	

Assessing Equality – The Equality Act 2010

Human Rights	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		N	
Socio Economic	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	Delivery of the Gambling Policy will have a positive impact as it encourages responsible Gambling.	Y / N	
Multiple/ Cross Cutting	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>		Y / N	
Outcome(s) of customer analysis						
<p>a) Will the policy/ procedure impact on the whole population of Fenland and/ or identified groups within the population; negative <input type="checkbox"/> neutral <input type="checkbox"/> positive <input type="checkbox"/></p> <p>No major change needed <input checked="" type="checkbox"/> Adjust the policy <input type="checkbox"/> Adverse impact but continue <input type="checkbox"/> Stop and remove / reconsider policy <input type="checkbox"/></p>						
Arrangements for future monitoring:						
<p>Note when analysis will be reviewed; include any equality indicators and performance against those indicators</p> <p>The next CIA analysis will take place when the Gambling Policy is reviewed in 2027</p>						
Details of any data/ Research used (both FDC & Partners):						
Results of the public Consultation carried out from 23 September 2024 until 18 October 2024						
Completed by:						
Name: Michelle Bishop						
Position: Licensing Manager						
Approved by (manager signature):				Date published: This should be the date the analysis was published on the website		
Details of any Committee approved by (if applicable):				Date endorsed by Members if applicable:		