

FORWARD PLAN OF KEY DECISIONS
(covering the period 1 August 2023 to 30 November 2023 at a minimum)

The Council's Forward Plan of Key Decisions sets out decisions that the Cabinet, Investment Board or an individual member of the Cabinet intends to take over (at least) the following four months, beginning with the first day of the month following publication of the plan. The plan will be updated and re-published each month and copies can be obtained from Fenland Hall, County Road, March, Cambs, PE15 8NQ - telephone March (01354) 622452.

Members of the public are entitled to obtain copies of the documents that will be relied upon when the decision is taken unless they are exempt within the meaning of the Local Government Acts. These documents will be published, wherever possible, on the Council's website (www.fenland.gov.uk) a number of days before the decision is due to be taken. Paper copies will be made available for inspection and purchase via the address and telephone number set out above

Please note that the decision dates are indicative and occasionally subject to change. Please contact Amy Brown, Head of Legal and Governance, on the above direct line if you wish to check the decision date for a particular item.

What is a Key Decision?

A Key Decision means an Executive decision (i.e. one taken by the Cabinet or an individual member of the Cabinet) which is likely to

- result in the authority incurring expenditure which is, or the making of savings which are, in excess of £100,000 either on its own or in partnership with other organisations; or
- be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards.

The full definition of a Key Decision can be found in the Council's Constitution, which can be found on the Council's website.

Part 2 – Notice of Intention to take Decisions in Private

Whilst the majority of the business listed in this Pan will be open to the public to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances, the meeting may be held in private and on the rare occasion this applies, notice will be given within Part 2 of this document.

For further information regarding the content and purpose of the Forward Plan and the associated decision-making process, please contact Amy Brown, Head of Legal and Governance, on 01354 622452 or amybrown@fenland.gov.uk

PART 1 – FORWARD PLAN OF KEY DECISIONS

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
Approve the procurement of the replacement contract for the provision of HR/Payroll Software Contract 2024 – 2028 - KEY/29AUG23/01 (Value £215,000)	Leader & Portfolio Holder for Finance	11 Sep 2023		All relevant internal and external stakeholders	Sam Anthony, Head of HR and OD santhony@fenland.gov.uk	Procurement Documents
Cambridgeshire Priorities Capital Fund - KEY/29AUG23/02 – acceptance of grant if bid is successful (Value up to £200,000)	Cabinet	13 Nov 2023	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet

PART 1 - PREVIOUSLY ADVERTISED KEY DECISIONS

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
<p>Recommendation to approve the one-year extension of the current contract for the provision of temporary agency workers via the procurement MSTAR3 framework. - KEY/20DEC22/02</p>	<p>Leader & Portfolio Holder for Finance</p>	<p>Before 31 Dec 2022</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Peter Catchpole, Corporate Director and Chief Finance Officer petercatchpole@fenland.gov.uk</p>	
<p>Replacement/Refurbishment of Waldersea Sidings Sewage Treatment Works - KEY/09DEC22/01 To approve the contract to undertake the detailed design and construction works for above Council owned, managed and operated asset.</p>	<p>Portfolio Holder for Economic Growth and Skills</p>	<p>20 Jan 2023</p>	<p>Elm & Christchurch</p>	<p>All relevant internal and external stakeholders.</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	<p>Returned Tender Submission (Returned Schedule of Prices is exempt as commercially sensitive data)</p>

Purchase of a 3-bedroom house in March as part of 9 house purchases to implement cabinet decision Cab68/22 – 20 February 2023 - KEY/14JUL23/02 Value £226,000	Section 151 Officer	Before 31 Jul 2023	March North	N/A	Dan Horn, Assistant Director dhorn@fenland.gov.uk	https://www.fenland.gov.uk/localgov/documents/s11749/Report%20and%20Appendix%20A.pdf
Purchase of a 3-bedroom house in March as part of 9 house purchases to implement cabinet decision Cab68/22 – 20 February 2023 - KEY/14JUL23/03 Value £198,000	Section 151 Officer	16 Aug 2023	March North	N/A	Dan Horn, Assistant Director dhorn@fenland.gov.uk	https://www.fenland.gov.uk/localgov/documents/s11749/Report%20and%20Appendix%20A.pdf
Purchase of a 4-bedroom house in March as part of 9 house purchases to implement Cabinet decision Cab68/22 – 20 February 2023 - KEY/14JUL23/01 Value £320,000	Section 151 Officer	16 Aug 2023	March South	N/A	Dan Horn, Assistant Director dhorn@fenland.gov.uk	https://www.fenland.gov.uk/localgov/documents/s11749/Report%20and%20Appendix%20A.pdf

<p>Purchase of a 3-bedroom house in March as part of 9 house purchases to implement cabinet decision Cab68/22 – 20 February 2023 - KEY/14JUL23/04 Value £205,000</p>	<p>Section 151 Officer</p>	<p>16 Aug 2023</p>	<p>March North</p>	<p>N/A</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>https://www.fenland.gov.uk/localgov/documents/s11749/Report%20and%20Appendix%20A.pdf</p>
<p>Purchase of a 2 bedroom house in March as part of 9 house purchases to implement cabinet decision Cab68/22 – 20th February 2023 - KEY/27JUL23/01 Value £205,000</p>	<p>Section 151 Officer</p>	<p>Not before 27th Aug 2023</p>	<p>March West and Benwick</p>	<p>N/A</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf</p>
<p>Purchase of a 2-bedroom house in March as part of 9 house purchases to implement cabinet decision cab68/22 – 20th February 2023 - KEY/04AUG23/01 - Value £182,350</p>	<p>Section 151 Officer</p>	<p>Not before 29th Aug 2023</p>	<p>March West and Benwick</p>	<p>N/A</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf</p>

Freedom Energy Costs Update - KEY/10AUG23/01 Value up to £250k	Cabinet	11 Sep 2023	All Wards	All relevant internal and external stakeholders	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Previous Committee Reports Report to Cabinet 11 September 2023
The Fountain, March Future High Street Project - KEY/10AUG23/02 Consideration of location.	Cabinet	11 Sep 2023	March Wards	All relevant internal and external stakeholders	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project, Matt Wright, High Street Project Officer phughes@fenland.gov.uk, mwright@fenland.gov.uk	Petition Council Report July 2023 Report to Cabinet 11 September 2023
Sport England Swimming Pool Support Fund - KEY/15AUG23/01 Acceptance of Grant if successful	Cabinet	11 Sep 2023	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet
Wisbech High Street Update (a recurring Cabinet item) - KEY/06SEP22/01 Recommendation to consider and approve options in relation to future development.	Cabinet	11 Sep 2023	Wisbech Wards	All relevant internal and external stakeholders	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Previous Council Reports only at this stage.

Accommodation Review - KEY/17MAY23/01 Recommendation to agree future space requirements	Cabinet	11 Sep 2023		All relevant internal and external stakeholders	Anna Goodall, Assistant Director agoodall@fenland.gov.uk	Proposed Operating Model Report (Cabinet March 23) Exempt Accommodation Review Report (Cabinet September 22)
Renewal of Public Spaces Protection Orders in Wisbech for a 3-year period - KEY/07JUL23/01	Cabinet	11 Sep 2023	Wisbech Wards	All relevant stakeholders as per legislation	Alan Boughen, Safer Fenland Partnership Development Officer, Dan Horn, Assistant Director aboughen@fenland.gov.uk , dhorn@fenland.gov.uk	Report to Cabinet 11 Sept 2023 PSPO legislation
Purchase of a 4 bedroom house in March as part of 9 house purchases to implement cabinet decision Cab68/22 – 20th February 2023 - KEY/12JUL/01 Value £320,000	Section 151 Officer	Before 30 Sep 2023		N/A	Dan Horn, Assistant Director dhorn@fenland.gov.uk	https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf
Wisbech Quay Repairs - KEY/10AUG23/03 (Cabinet have signed off for up to £1m but indications are that this will increase in value).	Cabinet	2 Oct 2023	Wisbech Wards	All relevant internal and external stakeholders	Peter Catchpole, Corporate Director and Chief Finance Officer, Carol Pilson, Corporate Director and Monitoring Officer petercatchpole@fenland.gov.uk cpilson@fenland.gov.uk	Previous Cabinet report and Surveyor's Report detailing condition of existing assets. Report to Cabinet 02/10/23

Leisure Facility Strategy - Initial Assessment Phase - KEY/24AUG23/02 To consider the initial assessment phase.	Cabinet	2 Oct 2023	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet
Lease of Wisbech Park Pavilion - KEY/24AUG23/05 To consider the leasing of the Pavilion	Cabinet	2 Oct 2023	Wisbech Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet.
Open Spaces Play Area assessment and investment report - KEY/24AUG23/04 (Value c.£500,000)	Cabinet	13 Nov 2023	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project, Simon Bell, Contracts Manager phughes@fenland.gov.uk , sbell@fenland.gov.uk	Report to Cabinet
Fenland Transport Strategy - KEY/06JAN23/01 Ask Cabinet to note the public consultation feedback, the changes to the draft strategy and to adopt the latest version.	Cabinet	13 Nov 2023	All Wards	All relevant internal and external stakeholders.	Wendy Otter, Transport Development Manager wotter@fenland.gov.uk	Cabinet report for 16 May 2023 including the draft final Fenland Transport Strategy document. Cabinet Report of May 2022 supporting the draft strategy for public consultation

Renewal of Public Space Protection Orders (dog control) - KEY/16MAY23/01 Recommendation to approve the extension of existing public space protection orders to control dog fouling and nuisance dogs.	Cabinet	13 Nov 2023	All Wards	All relevant internal and external stakeholders.	Annabel Tighe, Head of Environmental Health and Compliance Manager atighe@fenland.gov.uk	Consultation feedback
Sport England Swimming Pool Support Fund - Capital Bid - KEY/24AUG23/01 To consider a capital bid.	Cabinet	22 Jan 2024	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet
Leisure Facility Strategy - KEY/24AUG23/03 To recommend the strategy to Council.	Cabinet	18 Mar 2024	All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet Leisure Facility Strategy - Initial Assessment Phase report to Cabinet
Open Spaces - KEY/24AUG23/06 To consider the Open Spaces Play Area assessment and investment report.	Cabinet		All Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk	Report to Cabinet

PART 2 - NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
Procurement for the construction of an Electricity Sub-Station to be located at Nene Waterfront, Off Silver Street, Wisbech - KEY/02MAY23/01	Portfolio Holder	12 Jun 2023	Wisbech Wards	All relevant internal and external stakeholders	Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk	Procurement documents – EXEMPT – paragraph 3 – financial information

29/08/23