

FORWARD PLAN OF KEY DECISIONS
(covering the period 1 October 2023 to 31 January 2024 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 abrown@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 |
|--|---|--------------------------------|-----------|--|---|--|
| Statement of Community Involvement - KEY/13OCT23/01 | Cabinet | 20 Nov 2023 | All Wards | Public and stakeholder consultation | Nick Harding, Head of Planning nharding@fenland.gov.uk | Draft Statement of Community Involvement |
| Garden Waste Fee Setting 2023/24 - KEY/12OCT23/01 | Section 151 Officer | | All Wards | In consultation with Finance and Environment Portfolio Holders | Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk | |
| Recruitment and Retention in Planning – Market Supplement - KEY/10OCT23/01 (Value £100,000+) | Portfolio Holder for Planning and Flooding, Leader & Portfolio Holder for Finance | Before 1 Nov 2023 | All Wards | All relevant internal stakeholders | Carol Pilson, Corporate Director and Monitoring Officer cpilson@fenland.gov.uk | Employment Committee report 6/10/23 |

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| Approval of funding to assess leisure centres and the development of strategic options for their ongoing maintenance and development for the medium term - KEY/10OCT23/02 (Value up to £150,000) | Cabinet | 20 Nov 2023 | All Wards | N/A | Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk | |
| Purchase of 2 properties in Chatteris as part of implementation of cabinet decision Cab 17/23 17th July 2023 - KEY/05OCT23/1 (Value £510,000) | Section 151 Officer | Not before 6th Nov 2023 | Chatteris North and Manea | N/A | Dan Horn, Assistant Director dhorn@fenland.gov.uk | LAHF Cabinet Report - July 2023.pdf (fenland.gov.uk) |
| Implementation of an interim HIA service - KEY/09OCT23/01 Value circa £400k | Leader & Portfolio Holder for Finance, Portfolio Holder for Housing and Licensing | | All Wards | Not applicable | Dan Horn, Assistant Director dhorn@fenland.gov.uk | |

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 |
|--|---|--------------------------------|--------------------|--|---|---|
| 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. | Portfolio Holder for Economic Growth and Skills | 20 Jan 2023 | Elm & Christchurch | All relevant internal and external stakeholders. | Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk | Returned Tender Submission (Returned Schedule of Prices is exempt as commercially sensitive data) |
| 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 |

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| 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 |
| 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 | 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 |

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| 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 | Section 151 Officer | Not before 27th Aug 2023 | March West and Benwick | N/A | Dan Horn, Assistant Director dhorn@fenland.gov.uk | https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf |
| 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 | Section 151 Officer | Not before 29th Aug 2023 | March West and Benwick | N/A | Dan Horn, Assistant Director dhorn@fenland.gov.uk | https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf |
| Purchase of Replacement Recycling Collection Vehicle - KEY/20SEPT23/01 | Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces | 30 Sep 2023 | All Wards | Not Applicable. | Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk | None. |
| Purchase of Replacement Refuse Collection Vehicle - KEY/20SEPT23/02 | Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces | 30 Sep 2023 | All Wards | Not Applicable. | Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk | None. |

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| <p>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</p> | <p>Section 151 Officer</p> | <p>Before 30 Sep 2023</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>LAHF2 - Amendment to Cabinet Decision CAB17/23 - KEY/04SEPT23/02 Relating to properties to be purchased outside PE13 and PE14 post code areas. Amendment to allow 5 properties to be purchased in PE13 and PE14 area for core homelessness accommodation needs.</p> | <p>Portfolio Holder for Housing and Licensing</p> | <p>4 Oct 2023</p> | | <p>N/A</p> | <p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p> | <p>CAB 17/23 Agenda Item</p> |

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| <p>Purchase of 7 properties in March - KEY/06SEPT23/01 As part of implementation of cabinet decisions Cab68/22 – 20th February 2023/ Cab 17/23 17th July 2023, (Value £1.33m)</p> | <p>Section 151 Officer</p> | <p>6 Oct 2023</p> | <p>March East</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 https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet%20Report%20-%20July%202023.pdf</p> |
| <p>Purchase of 4 properties in Whittlesey - KEY/06SEPT23/02 as part of implementation of cabinet decisions Cab68/22 - 20 Feb 23/ Cab17/23 - 17 July 23 (value £932,000)</p> | <p>Section 151 Officer</p> | <p>6 Oct 2023</p> | <p>Whittlesey East and Villages</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 https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet%20Report%20-%20July%202023.pdf</p> |
| <p>Purchase of 6 Properties in Whittlesey and Chatteris - KEY/13SEPT23/01 Purchase as part of implementation of Cabinet decision, CAB17/23, on 17 July 2023.</p> | <p>Section 151 Officer</p> | <p>12 Oct 2023</p> | <p>Chatteris North and Manea; Whittlesey North West</p> | <p>Not applicable.</p> | <p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p> | <p>LAHF Cabinet Report - July 2023</p> |

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| Child and Vulnerable Adult Safeguarding Policy - KEY/14SEPT23/01 Adoption of the policy. | Cabinet | 20 Nov 2023 | All Wards | All relevant internal and external stakeholders. | Sarah Gove, Housing & Communities Manager sgove@fenland.gov.uk | Report to Cabinet. |
| Rural England Prosperity Fund (REPF) - KEY/15SEPT23/01 To determine the detailed proposals for 2024-25 in relation to the projects, procedures and documentation associated with the onward administration of the funding. | Cabinet | 20 Nov 2023 | All Wards | All relevant internal and external stakeholders. | Simon Jackson, Economic Growth Manager sjackson@fenland.gov.uk | Report to Cabinet |

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| <p>UK Shared Prosperity Fund (SPF) - KEY/15SEPT23/02 To determine the detailed proposals for the 2024-25 Investment in Business programme in relation to the projects, procedures and documentation associated with the onward administration of the funding.</p> | <p>Cabinet</p> | <p>20 Nov 2023</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Simon Jackson, Economic Growth Manager sjackson@fenland.gov.uk</p> | <p>Report to Cabinet</p> |
| <p>Lease of Wisbech Park Pavilion - KEY/24AUG23/05 To consider the leasing of the Pavilion</p> | <p>Cabinet</p> | <p>20 Nov 2023</p> | <p>Wisbech Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet.</p> |
| <p>Wisbech High Street Update (a recurring Cabinet item) - KEY/06SEP22/01 Recommendation to consider and approve options in relation to future development.</p> | <p>Cabinet</p> | <p>20 Nov 2023</p> | <p>Wisbech Wards</p> | <p>All relevant internal and external stakeholders</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Previous Council Reports only at this stage.</p> |

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| <p>Open Spaces Play Area assessment and investment report - KEY/24AUG23/04 (Value c.£500,000)</p> | <p>Cabinet</p> | <p>20 Nov 2023</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project, Simon Bell, Contracts Manager phughes@fenland.gov.uk sbell@fenland.gov.uk</p> | <p>Report to Cabinet</p> |
| <p>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.</p> | <p>Cabinet</p> | <p>20 Nov 2023</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Annabel Tighe, Head of Environmental Health and Compliance Manager atighe@fenland.gov.uk</p> | <p>Consultation feedback</p> |
| <p>Wisbech Quay Repairs - KEY/10AUG23/03 (Cabinet have signed off for up to £1m but indications are that this will increase in value).</p> | <p>Cabinet</p> | <p>11 Dec 2023</p> | <p>Wisbech Wards</p> | <p>All relevant internal and external stakeholders</p> | <p>Peter Catchpole, Corporate Director and Chief Finance Officer, Carol Pilson, Corporate Director and Monitoring Officer petercatchpole@fenland.gov.uk cpilson@fenland.gov.uk</p> | <p>Previous Cabinet report and Surveyor's Report detailing condition of existing assets. Report to Cabinet 02/10/23</p> |
| <p>Accommodation Review - KEY/17MAY23/01 Recommendation to agree future space requirements</p> | <p>Cabinet</p> | <p>11 Dec 2023</p> | | <p>All relevant internal and external stakeholders</p> | <p>Anna Goodall, Assistant Director agoodall@fenland.gov.uk</p> | <p>Proposed Operating Model Report (Cabinet March 23) Exempt Accommodation Review Report (Cabinet September 22)</p> |

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| <p>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.</p> | <p>Cabinet</p> | <p>11 Dec 2023</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Wendy Otter, Transport Development Manager wotter@fenland.gov.uk</p> | <p>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</p> |
| <p>Cambridgeshire Priorities Capital Fund - KEY/29AUG23/02 – acceptance of grant if bid is successful (Value up to £200,000)</p> | <p>Cabinet</p> | <p>22 Jan 2024</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet</p> |
| <p>Leisure Facility Strategy - Initial Assessment Phase - KEY/24AUG23/02 To consider the initial assessment phase.</p> | <p>Cabinet</p> | <p>22 Jan 2024</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet</p> |
| <p>Sport England Swimming Pool Support Fund - KEY/15AUG23/01 Acceptance of Grant if successful</p> | <p>Cabinet</p> | <p>22 Jan 2024</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet</p> |

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| <p>Sport England Swimming Pool Support Fund - Capital Bid - KEY/24AUG23/01 To consider a capital bid.</p> | <p>Cabinet</p> | <p>22 Jan 2024</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet</p> |
| <p>Leisure Facility Strategy - KEY/24AUG23/03 To recommend the strategy to Council.</p> | <p>Cabinet</p> | <p>18 Mar 2024</p> | <p>All Wards</p> | <p>All relevant internal and external stakeholders.</p> | <p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p> | <p>Report to Cabinet Leisure Facility Strategy - Initial Assessment Phase report to Cabinet</p> |

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 |
| Potential Property Acquisition Opportunity - KEY/13OCT23/02 | Cabinet | 20 Nov 2023 | March Wards | | Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk | Previous exempt Cabinet report |

24/10/23