

**FORWARD PLAN OF KEY DECISIONS**  
**(covering the period 1 June 2024 to 30 September 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](http://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](mailto: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
Emergency Interim Accommodation Procurement - KEY/18JUN24/01 (Value, greater than £500k)	Cabinet	30 Sep 2024	All Wards	All internal and external stakeholders.	Sarah Gove, Housing & Communities Manager <a href="mailto:sgove@fenland.gov.uk">sgove@fenland.gov.uk</a>	Procurement regulations

## 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
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 <a href="mailto:mmathews@fenland.gov.uk">mmathews@fenland.gov.uk</a>	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 <a href="mailto:mmathews@fenland.gov.uk">mmathews@fenland.gov.uk</a>	None.
Purchase of 7 properties in March - KEY/06SEPT23/01 As part of implementation of Cabinet decisions CAB68/22 – 20 February 2023/ CAB17/23 17 July 2023 (Value £1.33m)	Section 151 Officer	6 Oct 2023	March East	Not applicable	Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a>	<a href="https://www.fenland.gov.uk/localgov/documents/s11749/Report%20and%20Appendix%20A.pdf">https://www.fenland.gov.uk/localgov/documents/s11749/Report and Appendix A.pdf</a>  <a href="https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet%20Report%20-%20July%202023.pdf">https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet %20Report%20-%20July%202023.pdf</a>

Recruitment and Retention in Planning – Market Supplement - KEY/10OCT23/01 (Value £100,000+)	Leader & Portfolio Holder for Finance, Portfolio Holder for Planning and Flooding	Before 1 Nov 2023	All Wards	All relevant internal stakeholders	Carol Pilson, Corporate Director and Monitoring Officer <a href="mailto:cpilson@fenland.gov.uk">cpilson@fenland.gov.uk</a>	Employment Committee report 6/10/23
Purchase of a property in Wisbech - KEY/02FEB24/02 as part of implementation of Cabinet decision CAB17/23 17 July 2023 and minute amendment 20 October 2023 (Value circa £150k)	Section 151 Officer	Not before 1st Mar 2024	Wisbech Walsoken and Waterlees	Not applicable	Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a>	<a href="https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet%20Report%20-%20July%202023.pdf">https://www.fenland.gov.uk/localgov/documents/s12358/LAHF Cabinet Report - July 2023.pdf</a> <a href="https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794">https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794</a>
Purchase of a property in Wisbech - KEY/29JAN024/01 as part of implementation of Cabinet decision CAB17/23 17 July 2023 and minute amendment 20 October 2023 (Value circa £220k)	Section 151 Officer	1 Mar 2024	Wisbech Walsoken and Waterlees	Not applicable	Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a>	<a href="https://www.fenland.gov.uk/localgov/documents/s12358/LAHF%20Cabinet%20Report%20-%20July%202023.pdf">https://www.fenland.gov.uk/localgov/documents/s12358/LAHF Cabinet Report - July 2023.pdf</a> <a href="https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794">https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794</a>

<p>To approve receiving funding of over 100k (to be determined) to administer a system wide help hub- KEY/22MAR24/01</p>	<p>Portfolio Holder for Community, Health, Environmental Health, CCTV, Community Safety &amp; Military Covenant</p>	<p>Not before 23rd Apr 2024</p>	<p>All Wards</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a></p>	
<p>Eastwood Car Park, Chatteris Refurbishment Scheme 2024 - KEY/06JUN24/01 To tender, select and appoint the preferred bidder to undertake the works described above (Value £140,000)</p>	<p>Portfolio Holder for Leisure and IDBs</p>	<p>Before 30 Jun 2024</p>	<p>Chatteris Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project <a href="mailto:phughes@fenland.gov.uk">phughes@fenland.gov.uk</a></p>	<p>Not applicable</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>15 Jul 2024</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 <a href="mailto:phughes@fenland.gov.uk">phughes@fenland.gov.uk</a></p>	<p>Previous Council Reports only at this stage.</p>

<p>Purchase of 2 properties in March - KEY/19APR24/01 As part of implementation of Cabinet decision CAB17/23 17 July 2023 and minute amendment 20 October 2023 (Value £390k)</p>	<p>Section 151 Officer</p>	<p>Not before 22nd May 2024</p>	<p>March North; March East</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a></p>	<p>LAHF Cabinet Report - July 2023.pdf (fenland.gov.uk) Decision - To approve an amendment to the resolution for agenda item CAB 17/23 to allow for 5 properties for LAHF2 to be purchased within the previously restricted PE13 and PE14 postcode areas for core needs homelessness purposes. - Fenland District Council</p>
<p>Purchase of a property in Chatteris - KEY/24APR24/01 As part of implementation of Cabinet decision CAB 17/23 17 July 2023 and minute amendment 20 October 2023 (Value £250,000)</p>	<p>Section 151 Officer</p>	<p>Not before 24th May 2024</p>	<p>Chatteris North and Manea</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a></p>	<p>LAHF Cabinet Report - July 2023.pdf (fenland.gov.uk)  Decision - To approve an amendment to the resolution for agenda item CAB 17/23 to allow for 5 properties for LAHF2 to be purchased within the previously restricted PE13 and PE14 postcode areas for core needs homelessness purposes. - Fenland District Council</p>

Purchase of property in Wisbech - KEY/25MAR24/01 As part of implementation of Cabinet decision CAB17/23 17 July 2023 and minute amendment 20 Oct 2023 (Value £215,000)	Section 151 Officer	Before 31 May 2024	Wisbech Walsoken and Waterlees	Not applicable	Dan Horn, Assistant Director <a href="mailto:dhorn@fenland.gov.uk">dhorn@fenland.gov.uk</a>	LAHF Cabinet Report - July 2023.pdf (fenland.gov.uk)  Decision - To approve an amendment to the resolution for agenda item CAB 17/23 to allow for 5 properties for LAHF2 to be purchased within the previously restricted PE13 and PE14 postcode areas for core needs homelessness purposes. - Fenland District Council
Defra Capital Funding Food Waste Vehicle Purchase - KEY/17MAY24/02 Value: £800,000 external funding.	Cabinet	15 Jul 2024	All Wards	All relevant internal and external stakeholders.	Mark Mathews, Head of Environmental Services <a href="mailto:mmathews@fenland.gov.uk">mmathews@fenland.gov.uk</a>	Cabinet report Defra funding
Consultation Strategy 2024-2027 - KEY/11APR24/01	Cabinet	15 Jul 2024	All Wards	All relevant internal and external stakeholders	David Wright, Policy & Communications Manager <a href="mailto:dwright@fenland.gov.uk">dwright@fenland.gov.uk</a>	
Review of Fixed Penalty Notice fine levels for Environmental Crime Offences - KEY/12JUN24/03	Cabinet	30 Sep 2024	All Wards	All relevant internal and external stakeholders	Annabel Tighe, Head of Environmental Health and Compliance Manager <a href="mailto:atighe@fenland.gov.uk">atighe@fenland.gov.uk</a>	Cabinet report

<p>Grounds Maintenance Contract - Future Options - KEY/17MAY24/01 Total value in the region of £6.5m over a 10 year term.</p>	<p>Cabinet</p>	<p>30 Sep 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 <a href="mailto:phughes@fenland.gov.uk">phughes@fenland.gov.uk</a></p>	<p>Cabinet Report</p>
<p>Leisure Facility Strategy - Initial Assessment Phase - KEY/24AUG23/02 To consider the initial assessment phase.</p>	<p>Cabinet</p>	<p>30 Sep 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 <a href="mailto:phughes@fenland.gov.uk">phughes@fenland.gov.uk</a></p>	<p>Report to Cabinet</p>
<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>30 Sep 2024</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Wendy Otter, Transport Development Manager <a href="mailto:wotter@fenland.gov.uk">wotter@fenland.gov.uk</a></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>Wisbech Town Board, 10-Year Vision Document and 3-Year Investment Plan - KEY/11JUN24/01</p> <p>Cabinet to discuss and note documents developed by Wisbech Town Board. As FDC is the accountable body for actioning the spending of funding to deliver both plans, the Council needs to be satisfied that the plans are financially viable and would confirm with Government guidance for Long Term Plan for Towns, and that they reflect sound governance and financial practice.</p> <p>(Value: Government Grant Fund, approx. £2m p.a. from 2025-2035).</p>	<p>Cabinet</p>	<p>30 Sep 2024</p>	<p>Wisbech Wards</p>	<p>Community consultation within documents, including local elected Members on the Town Board.</p>	<p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project  <a href="mailto:phughes@fenland.gov.uk">phughes@fenland.gov.uk</a></p>	<p>10-year vision document. 3-year delivery plan. Government guidance regarding Long Term Plan for Towns.</p>
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## 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
Options for the renewal of a lease of operational land in Wisbech - KEY/12JUN24/02 (Value £50k)	Cabinet	15 Jul 2024	Wisbech Wards	All relevant internal and external stakeholders	Mark Greenwood, Head of Property, Assets and Major Projects <a href="mailto:mgreenwood@fenland.gov.uk">mgreenwood@fenland.gov.uk</a>	Existing lease agreement EXEMPT Paragraph 3 financial information
Accommodation Review - KEY/17MAY23/01 Recommendation to agree future space requirement	Cabinet	30 Sep 2024		All relevant internal and external stakeholders	Anna Goodall, Assistant Director <a href="mailto:agoodall@fenland.gov.uk">agoodall@fenland.gov.uk</a>	Proposed Operating Model Report (Cabinet March 23) Exempt Accommodation Review Report (Cabinet September 22)

20/06/24