

**FORWARD PLAN OF KEY DECISIONS**  
**(covering the period 1 September 2024 to 31 December 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**

<b>Decision</b>	<b>Decision Maker</b>	<b>Date of Decision (Approximate)</b>	<b>Wards</b>	<b>Who is to be Consulted and By What Means</b>	<b>Who to Respond to and By When</b>	<b>Background Documents</b>
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<p>Taxi Tarriff - KEY/02SEP24/01 To approved the maximum amount set for a Hackney Carriage Vehicle to charge for fares in the District</p>	<p>Cabinet</p>	<p>30 Sep 2024</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Michelle Bishop, Licensing Manager mbishop@fenland.gov.uk</p>	<p>Decision by Licensing Committee and relevant report.</p>
<p>Option for the disposal of a land and buildings in March - KEY/29AUG24/01  (Value £250k)</p>	<p>Cabinet</p>	<p>30 Sep 2024</p>	<p>March Wards</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>Previous Cabinet decision on acquisition EXEMPT paragraph 3 financial information</p>

## 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
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 cpilson@fenland.gov.uk	Employment Committee report 6/10/23
Purchase of a property in Wisbech - KEY/29JAN24/01 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 dhorn@fenland.gov.uk	<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>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)</p>	<p>Section 151 Officer</p>	<p>Not before 1st Mar 2024</p>	<p>Wisbech Walsoken and Waterlees</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p><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>
<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 dhorn@fenland.gov.uk</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 dhorn@fenland.gov.uk</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 dhorn@fenland.gov.uk</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 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)</p>	<p>Section 151 Officer</p>	<p>Before 31 May 2024</p>	<p>Wisbech Walsoken and Waterlees</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</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>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 phughes@fenland.gov.uk</p>	<p>Not applicable</p>



<p>Responding to the Fens Reservoir Consultation - KEY/12JUN24/01</p> <p>The report will set out the key issues and opportunities of the proposed scheme and request that delegated authority be granted to enable a formal response to be submitted by the 9 August deadline.</p> <p>(Value unknown)</p>	<p>Portfolio Holder for Planning and Flooding</p>	<p>Before 31 Aug 2024</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Kirsty Paul, Planning Policy Manager kpaul@fenland.gov.uk</p>	<p>Documents relating to Anglian Water's latest proposals for a new reservoir near Chatteris</p>
<p>Sign MRF Contracts for the transport, sorting and onward sale of Mixed Dry Recycling following RECAP joint procurement - KEY/03JUL24/02</p> <p>(Value £6m)</p>	<p>Section 151 Officer, Portfolio Holder for Refuse &amp; Cleansing, Parks &amp; Open Spaces</p>	<p>Before 31 Aug 2024</p>	<p>All Wards</p>	<p>Not applicable</p>	<p>Carol Pilson, Corporate Director and Monitoring Officer, Mark Mathews, Head of Environmental Services cpilson@fenland.gov.uk, mmathews@fenland.gov.uk</p>	<p>Cabinet Report and decision</p>

Sign MRF Contracts for the Bulking of Mixed Dry Recycling following RECAP joint procurement - KEY/03JUL24/03 (Value £600k)	Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces, Section 151 Officer	Before 31 Aug 2024	All Wards	Not applicable		Cabinet report and decision
Purchase of replacement refuse vehicle - KEY/08AUG24/02 (Value £225,000)	Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces	Before 23 Sep 2024	All Wards	Not applicable.	Carol Pilson, Corporate Director and Monitoring Officer, Mark Mathews, Head of Environmental Services cpilson@fenland.gov.uk, mmathews@fenland.gov.uk	
Purchase 8 x 7.5 tonne Waste Collection Vehicles - KEY/06AUG24/01 for Food Waste Service (Value £890,000)	Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces, Section 151 Officer	Before 30 Sep 2024	All Wards	Not applicable	Mark Mathews, Head of Environmental Services, Carol Pilson, Corporate Director and Monitoring Officer mmathews@fenland.gov.uk, cpilson@fenland.gov.uk	Cabinet report and decision
Purchase of a property portfolio in Fenland as a commercial investment - KEY/19AUG24/01 (Value circa £1m including refurb costs)	Cabinet	30 Sep 2024	Elm & Christchurch	Not applicable	Dan Horn, Assistant Director dhorn@fenland.gov.uk	Commercial Investment Strategy

Purchase of replacement recycling collection vehicle - KEY/08AUG24/01 (Value £225,000)	Portfolio Holder for Refuse & Cleansing, Parks & Open Spaces	Before 30 Sep 2024	All Wards	Not applicable.	Carol Pilson, Corporate Director and Monitoring Officer, Mark Mathews, Head of Environmental Services cpilson@fenland.gov.uk, mmathews@fenland.gov.uk	
Wisbech High Street Update (a recurring Cabinet item) - KEY/06SEP22/01 Recommendation to consider and approve options in relation to future development.	Cabinet	30 Sep 2024	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.
Purchase of Replacement Recycling Collection Vehicle - KEY/20SEP23/01	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/20SEP23/02	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.

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 atighe@fenland.gov.uk	Cabinet report
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 sgove@fenland.gov.uk	Procurement regulations
CCTV Maintenance Contract - KEY/03JUL24/01 To approve the award and appointment of the winning tender for the CCTV maintenance contract to commence with effect from 1st September 2024 and to agree that the management of the contract is delegated to Peterborough City Council (Value circa £210k to £250k)	Portfolio Holder for Community, Health, Environmental Health, CCTV, Community Safety & Military Covenant	Before 30 Sep 2024		Not applicable.	Dan Horn, Assistant Director dhorn@fenland.gov.uk	Procurement documentation

Leisure Facility Strategy - Initial Assessment Phase - KEY/24AUG23/02 To consider the initial assessment phase.	Cabinet	30 Sep 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
Purchase of 7 properties in March - KEY/06SEP23/01 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 dhorn@fenland.gov.uk	<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>
Grounds Maintenance Contract - Future Options - KEY/17MAY24/01 Total value in the region of £6.5m over a 10-year term.	Cabinet	15 Nov 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	Cabinet Report

<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>15 Nov 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 phughes@fenland.gov.uk</p>	<p>10-year vision document. 3-year delivery plan. Government guidance regarding Long Term Plan for Towns.</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>24 Feb 2025</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>
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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
For Cabinet to review information and take decisions in relation to the Port - KEY/20AUG24/01 (Value £100k+)	Leader & Portfolio Holder for Finance, Portfolio Holder for Economic Growth and Skills	Not before 30th Aug 2024	Wisbech Wards	Key Members	Carol Pilson, Corporate Director and Monitoring Officer, Peter Catchpole, Corporate Director and Chief Finance Officer cpilson@fenland.gov.uk, petercatchpole@fenland.gov.uk	Confidential Cabinet Report  Previous Cabinet Reports
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 agoodall@fenland.gov.uk	Proposed Operating Model Report (Cabinet March 23) Exempt Accommodation Review Report (Cabinet September 22)
Options for the Renewal of a Lease of Operational Land in March - KEY/31JUL24/01 Value (£50,000)	Cabinet	30 Sep 2024	March Wards	All relevant internal and external stakeholders.	Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk	Existing lease agreement. EXEMPT paragraph 3 financial information.