

FORWARD PLAN OF KEY DECISIONS
(covering the period 1 March 2024 to 30 June 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 Plan 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
<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)</p> <p>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>

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 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.

<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>Recruitment and Retention in Planning – Market Supplement - KEY/10OCT23/01 (Value £100,000+)</p>	<p>Leader & Portfolio Holder for Finance, Portfolio Holder for Planning and Flooding</p>	<p>Before 1 Nov 2023</p>	<p>All Wards</p>	<p>All relevant internal stakeholders</p>	<p>Carol Pilson, Corporate Director and Monitoring Officer cpilson@fenland.gov.uk</p>	<p>Employment Committee report 6/10/23</p>
<p>Procurement of Microsoft Licences - KEY/02NOV23/01 Recommendation to approve the renewal of our subscription for Microsoft licences at an enhanced level for the next 3 years.</p>	<p>Portfolio Holder for Communication, Transformation, Climate Change & Strategic Refuse</p>	<p>1 Dec 2023</p>		<p>All relevant internal and external stakeholders.</p>	<p>Peter Catchpole, Corporate Director and Chief Finance Officer petercatchpole@fenland.gov.uk</p>	<p>Procurement Documents</p>

<p>Purchase of a property in Wisbech - KEY/02FEB24/02 as part of implementation of Cabinet decision Cab 17/23 17th July 2023 and minute amendment 20th 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>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>https://www.fenland.gov.uk/localgov/documents/s12358/LAHF Cabinet Report - July 2023.pdf https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794</p>
<p>Purchase of Polling Station Software - KEY/02FEB24/01 Recommendation to approve the contract for the provision of Polling station software for a 4-year period (Value £132,221)</p>	<p>Leader & Portfolio Holder for Finance</p>	<p>Before 1 Mar 2024</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Anna Goodall, Assistant Director agoodall@fenland.gov.uk</p>	<p>Polling Station Software Briefing Note</p>
<p>Purchase of a property in Wisbech - KEY/29JAN024/01 as part of implementation of cabinet decision Cab 17/23 17th July 2023 and minute amendment 20th October 2023 (Value circa £220k)</p>	<p>Section 151 Officer</p>	<p>1 Mar 2024</p>	<p>Wisbech Walsoken and Waterlees</p>	<p>Not applicable.</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>https://www.fenland.gov.uk/localgov/documents/s12358/LAHF Cabinet Report - July 2023.pdf https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794</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 May 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 phughes@fenland.gov.uk</p>	<p>Previous Council Reports only at this stage.</p>
<p>Wisbech – Government Long Term Plan for Town Funding - KEY/07MAR24/01 FDC to decide to accept initial capacity grant funding for initial phase of the £20m Wisbech Long Term Plan grant (Value estimated £200,000 to be refined as more detail becomes clear)</p>	<p>Cabinet</p>	<p>20 May 2024</p>	<p>Wisbech Wards</p>	<p>All relevant internal stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services/SRO March Future High Street Project phughes@fenland.gov.uk</p>	<p>Cabinet report DLUHC information</p>
<p>Leisure Facility Strategy - Initial Assessment Phase - KEY/24AUG23/02 To consider the initial assessment phase.</p>	<p>Cabinet</p>	<p>20 May 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>Agreeing the Principle of Sale of LAHF portfolio of properties to an Registered Provider subject to continuing to meet the provisions of the MOUs and that the Council retains control for allocation to meet our homelessness duties - KEY/15JAN24/01</p>	<p>Cabinet</p>	<p>20 May 2024</p>	<p>All Wards</p>	<p>Not applicable</p>	<p>Dan Horn, Assistant Director, Peter Catchpole, Corporate Director and Chief Finance Officer dhorn@fenland.gov.uk , petercatchpole@fenland.gov.uk</p>	<p>Report and Appendix A.pdf (fenland.gov.uk) https://www.fenland.gov.uk/localgov/documents/s12358/LAHF Cabinet Report - July 2023.pdf https://www.fenland.gov.uk/localgov/ieDecisionDetails.aspx?ID=794</p>
<p>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 management of the contract is delegated to Peterborough City Council - KEY/30JAN24/01 (Value circa £210k to £250k)</p>	<p>Cabinet</p>	<p>20 May 2024</p>		<p>Not applicable</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>Procurement Policy</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 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
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
Accommodation Review - KEY/17MAY23/01 Recommendation to agree future space requirements	Cabinet	20 May 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)

<p>Streetlight Repairs, Maintenance, Replacement and Upgrade Works - KEY/22FEB24/01 To tender, select and appoint the preferred bidder to undertake the works described above for FDC and in addition for maintenance works associated with third Party streetlight management. (Value £400,000 + [by aggregation over 5-year term] includes service charge recosts)</p>	<p>Cabinet</p>	<p>17 Jun 2024</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Garry Edwards, Engineering Manager gedwards@fenland.gov.uk</p>	<p>Cabinet report</p>
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