

AGENDA

OVERVIEW AND SCRUTINY PANEL

TUESDAY, 19 SEPTEMBER 2023

2.30 PM

**COUNCIL CHAMBER, FENLAND HALL,
COUNTY ROAD, MARCH PE15 8NQ**

Committee Officer: Helen Moore
Tel: 01354 622461
e-mail: memberservices@fenland.gov.uk

- 1 To receive apologies for absence.
- 2 Previous Minutes. (Pages 3 - 14)

To confirm and sign the minutes of the meeting of 26 June 2023.
- 3 To report additional items for consideration which the Chairman deems urgent by virtue of the special circumstances to be now specified.
- 4 Members to declare any interests under the Local Code of Conduct in respect of any item to be discussed at the meeting.
- 5 Commercial Investment Strategy and Investment Board Update (Pages 15 - 24)

To provide an update to the Overview and Scrutiny Panel of the work of the Investment Board from April 2022 to March 2023

- 6 Overview and Scrutiny Annual Report (Pages 25 - 34)

Overview and Scrutiny Annual Report reflects what has been undertaken and achieved by the Overview and Scrutiny Panel during 2022/23 and takes a forward look at the programme of work and challenges in 2023/2024.

7 Update on previous actions. (Pages 35 - 36)

Members to receive an update on the previous meeting's Action Plan.

8 Future Work Programme (Pages 37 - 42)

To consider the Draft Work Programme for Overview & Scrutiny Panel 2023/24.

9 Items which the Chairman has under item 3 deemed urgent.

Monday, 11 September 2023

Members: Councillor Mrs M Davis (Chairman), Councillor R Gerstner (Vice-Chairman), Councillor B Barber, Councillor G Booth, Councillor J Carney, Councillor L Foice-Beard, Councillor A Gowler, Councillor A Hay, Councillor S Imafidon, Councillor Dr H Nawaz, Councillor D Roy, Councillor E Sennitt Clough and Councillor Woollard

OVERVIEW AND SCRUTINY PANEL MONDAY, 26 JUNE 2023 - 2.30 PM



PRESENT: Councillor Mrs M Davis (Chairman), Councillor R Gerstner (Vice-Chairman), Councillor B Barber, Councillor G Booth, Councillor L Foice-Beard, Councillor A Gowler, Councillor A Hay, Councillor S Imafidon, Councillor Dr H Nawaz, Councillor E Sennitt Clough and Councillor Woollard

APOLOGIES: Councillor J Carney and Councillor D Roy

OFFICERS IN ATTENDANCE: Linda Albon (Member Services & Governance Officer), Amy Brown (Assistant Director), Sam Anthony (Head of HR and OD), Alan Boughen (Safer Fenland Partnership Development Officer), Dan Horn (Assistant Director) and Phil Hughes (Head of Leisure Services/SRO March Future High Street Project)

GUESTS: Councillor J French, Councillor S Wallwork, Lorraine King (Head of Benefits, Council Tax, Billing & Systems, ARP), Matthew Waite-Wright (Head of NNDR Recovery & Enforcement APR), Inspector Andy Morris (Fenland Neighbourhood Inspector), Sgt Chris Arnold, Matt Wickham (Operations Director, Freedom Leisure), Paul Doyle (Regional Manager, Freedom Leisure), Simon Pesic-Smith (Area Manager, Freedom Leisure)

OSC1/23 APPOINTMENT OF CHAIRMAN FOR THE MUNICIPAL YEAR

It was proposed by Councillor Hay, seconded by Councillor Sennitt Clough and resolved that Councillor Davis be elected Chairman of the Overview and Scrutiny Panel for the Municipal Year.

OSC2/23 APPOINTMENT OF VICE-CHAIRMAN FOR THE MUNICIPAL YEAR

It was proposed by Councillor Davis, seconded by Councillor Hay and resolved that Councillor Gerstner be elected Vice-Chairman of the Overview and Scrutiny Panel for the Municipal Year.

OSC3/23 PREVIOUS MINUTES.

The minutes of the meeting of 27 February 2023 were confirmed and signed.

OSC4/23 UPDATE ON PREVIOUS ACTIONS.

Members considered the update on previous actions and made the following comments:

- Councillor Booth stated that in respect of the Planning matter between FDC and Clarion, he still believes there to be a disconnect between what officers are being told and Clarion members regarding whether pre-application discussions took place. Nick Harding was looking into that and as Councillor Booth is still waiting for a response, he would like this kept on the agenda.
- Councillor Hay asked if there is any further update regarding the attendance of the Mayor of the CPCA at an O&S meeting given that he was originally due to attend in December 2022. Amy Brown advised that this matter is in hand; his office has been contacted with the list of meeting dates and we are waiting to hear back.
- Councillor Booth said that the watching brief item on Planning can be taken off the agenda now the position with Peterborough City Council is known.

OSC5/23 ANNUAL REVIEW OF ANGLIAN REVENUES PARTNERSHIP

Members considered the annual review of Anglia Revenues Partnership (ARP), which updated the Panel on the performance of the Council's Revenues and Benefits Service since it became part of ARP on 1 April 2014.

The Chairman welcomed Councillor Mrs French, Sam Anthony, and Matthew Waite-Wright and Lorraine King from ARP to the meeting.

Members made comments, asked questions and received responses as follows:

1. Councillor Hay said the report mentioned moving to digitalisation for the purpose of enhanced data share with the DWP and HMRC. Although it seemed to be working well with the DWP she noted that HMRC were now declining to release information without National Insurance (NI) numbers being shared and she asked what action was being taken to address this. Matthew Waite-Wright explained that as part of the Digital Economy Act, ARP had taken part in a Cabinet office pilot scheme where local authorities supplied lists of council tax debtors to the DWP and HMRC so ARP could obtain work details and identify vulnerable customers in receipt of benefits. However, HMRC had a change of heart and would not supply the work details of customers unless supplied with their NI numbers. Under Council Tax legislation there is no need for billing authorities to retain NI numbers because these are classed as personal data under general data protection regulations of which ARP would be in breach by collecting and storing this data. The pilot has now ended, and feedback has been given to the Cabinet Office; it is expected that further trials will take place when ARP will again state that work details will be required from HMRC. Matthew Waite-Wright added for context that the idea was that on provision of those work details, ARP would write to the individual customers with an invitation to undertake a payment arrangement, if no arrangement was forthcoming ARP could then use their powers to contact employers with an attachment of earnings order to have the monies deducted from wages. However, at this stage no further progress has been made as no response has been received from central Government.
2. Councillor Gerstner asked if ARP could provide members with a flowchart setting out their approach to enforcement. Matthew Waite-Wright agreed to send one out but in the meantime had tabled a chart for the meeting and he proceeded to explain the process of billing, recovery, and enforcement. He added that he could not stress enough that removal of goods is a very rare occurrence, and in most cases a payment arrangement is agreed and managed. However, as a last resort if, for any reason, a collection cannot be made, for example in the instance of death or bankruptcy, a debt will be written off but not before all other avenues have been explored. Councillor Gerstner thanked Matthew Waite-Wright for the explanation and asked what the time frame is from billing to enforcement. Matthew Waite-Wright stated this would be April to July.
3. Councillor Hay asked what is to stop people from continually having council tax debt written off? Matthew Waite-Wright said that there are specific procedures to follow and prior to every debt being submitted for write-off every conceivable action is taken; ARP are bound by legislation but the ultimate decision falls with Fenland District Council.
4. Councillor Nawaz asked what powers enforcement agents have when there is a case of genuine hardship and what happens with vacant properties that have seemingly been abandoned. Matthew Waite-Wright responded that their powers are limited, enforcement agents have no power to force entry, they can only knock on the door; at most they can take the car on the drive. ARP employ their own enforcement agents which means tighter control than if the work was referred to national enforcement agents. Also, ARP agents are fully certified and trained to pick up on areas of vulnerability. This is not specifically defined but if someone is elderly or disabled, quite often these facts are not known until agents turn up at the door; agents will then use their discretion and return the case to ARP. Empty properties are dealt with by the Council Tax team and for long-term empty properties, ARP will work closely

with councils to identify these. The council tax records will show them as empty but there is a financial incentive for councils and ARP in the form of a government scheme called New Homes Bonus and if ARP identifies an empty property and finds that someone is living there, it is the equivalent of a new property being built in the district so ARP go to great lengths to identify empty properties and establish if anyone is actually occupying them.

5. Councillor Imafidon asked what the procedure is to bring back into use long abandoned properties that have recently been purchased at auction or reoccupied. He also wanted to know how a property is re-established for the purpose of charging council tax if it has previously been deleted by the Valuation Office Agency (VOA) and how ARP determine when a new occupier has moved in to be able to calculate the billing. Matthew Waite-Wright explained that the process of bringing empty derelict properties back into use is not the remit of ARP, but they rely on being informed from various sources that a property may be occupied; mostly people contact ARP to register themselves. Councils will usually know because they tend to receive a request for bins to be emptied and will then pass the information on. For a property to be removed by the VOA, it must be in an extreme state of disrepair to the point that it is uninhabitable, for example missing a roof or walls. Also, ARP have contact with planning and licensing departments so will be informed if a property is brought back into use.
6. Councillor Nawaz said that with the number of rented properties being higher these days, often with a quick turnover of tenants, he would like to know how long it takes to reach the stage from first receiving tenancy agreements to sending out demand notices, and what happens if the tenant has already left the property before the council tax bill can be generated. Matthew Waite-Wright explained that if landlords use letting agents, they have a legal obligation to tell ARP who is living in their property. Where there has been a quick turnover, then they would have to launch an investigation. In many circumstances an online automated process begins once notification is received. Lorraine King confirmed that on average this process can take about four weeks depending on what information is needed but work is being done to improve on that.
7. Councillor Gowler asked how fraud is identified and if figures are available on suspected fraud. Matthew Waite-Wright said that the main fraud identified is that of single person discount, which is a 25% discount on council tax. It is the most widely abused and it is found by employing credit reference agencies to identify these cases. Once ARP receive notification that something is amiss, they launch their own fraud investigation. The people concerned are written to, interviewed where necessary and then relevant adjustments are made. Other frauds identified involve housing tenancy for authorities that still have housing stock, business rates and local council tax support; ARP works closely with the DWP on joint investigations for benefit fraud.
8. Councillor Davis said she noted that the ongoing review and audit of Small Business Rate Relief (SBRR) is to be completed by October 2023 and asked if this is still on target given that there are shortages in the Finance Team. Matthew Waite-Wright said that internal audits are carried out by member councils own internal audit teams; this pertains to non-domestic rates which are audited by East Suffolk Council whilst Fenland District Council audits ARP's enforcement team. It is hoped that the SBRR audit will be completed by August or September as there are no staff shortages within the East Suffolk team.
9. Councillor Davis said she also noted from the report that there has been a steady increase in business hereditaments and asked why this was. Matthew Waite-Wright said there was no overall reason but there are now more buildings than four years ago, more homes and edge of town developments. Another factor is that farms have diversified into providing tea shops or other activities on site, and large properties have often been converted into smaller properties. Another factor is holiday lets; some people have been unscrupulously registering second homes as holiday lets because business rates do not have to be paid on small businesses, but they avoid the second home council tax charge. This will be combatted by a change in legislation that to be registered for a holiday let, the property has to be available for 20 weeks a year and has to actually be let for 70 days in a 12-month period.
10. Councillor Booth said that when ARP last met with the O&S Panel in December 2021 ARP were going to undertake a review of complaint handling. However, he could not see any mention of it within this report and asked what the result of that review was and if ARP could

provide that information consistently on an ongoing basis. Lorraine King responded that ARP do monitor complaints and report to a working group across the partnership to see that they look at lessons learned and record the outcomes. Councillor Booth said he noted last time that only two complaints had been reported which he felt was too low given there were 17,000 enforcement cases, which led him to believe that perhaps complaints were not being recorded proactively. He understands that complaints are not always valid but because council tax is an emotive subject, there must be a higher number of complaints than this. Lorraine King said the complaints she mentioned had come via the host authorities, but the enforcement agencies have their own separate complaints process and would have been recording the complaints that they received. Matthew Waite-Wright added that there is some double handling; ARP have their own complaints process for the enforcement team however enforcement complaints do also go through the host authority complaints procedure. A breakdown of enforcement complaints is undertaken quarterly and provided to the Operational Improvement Board, so they are analysed, and ARP have the stats to back that up.

11. Councillor Imafidon asked if there is a period of time that a partner can live with someone claiming single person discount before the discount ends and what is the situation if that partner has their own property but spends a few nights a week in the property of someone claiming single person discount, does that person have to declare this? Matthew Waite-Wright responded that Section 6 of the Local Government Finance Act 1992 refers to solo main residents. Is it that person's sole residence or main residence if they have more than one property? The practice to discerning somebody's main residence include: do they own it, are they in a relationship with people who live there, are their doctors and dentists nearby, how many nights a week do they spend there? So, if there is a lodger in the property who has their main residence elsewhere, stays Monday to Friday in the other property but goes home at the weekend, he would say the home address is the main residence and not where they are lodging. However, each case must be decided on its own merits. Under Inland Revenue regulations, when determining someone's residence they define it by the number of nights spent at a property. For Council Tax it is more determined by the home address, not where someone is lodging if they are working away. However, each case is looked at on merit.
12. Councillor Booth referred to alternative fuel payments and asked if it is correct that only a quarter of eligible people have claimed this. Lorraine King agreed there had been a low take up, but they have been working on publicity to try and increase that. It is a two-stage process, the application goes directly to the Government and following a filtering process and series of checks, eligible applications are referred to ARP. Councillor Booth said he had been contacted by a resident who had been told his claim had been lost in the system and he was asked to complete a second claim. However, that was declared void because it was stated he had made two claims and was therefore trying to claim too much. The scheme has now finished but what lessons can be learned going forward as this resident was penalised for following instructions and that is not right. Lorraine King responded that ARP took part in a pilot, with the entire process set up by Government who check for duplicates before anything reaches the local authorities, but ARP are working closely with Government as they themselves have identified some loopholes, and each time something has been put in place to resolve that. ARP have also instigated a meeting which will take place next week with the Government to go through lessons learned and see what can be done better if they were to do a similar scheme in the future. Councillor Booth thanked Lorraine King.
13. Councillor Hay commented that part of the problem she found was that there was no number with which to contact ARP having heard nothing herself about the fuel payment. As a councillor she was able to get the assistance of Member Services who contacted ARP who then rang her. It transpired that the oil company she uses relies on a delivery note that contains her name and address as well as the price paid but she was told that was not sufficient as an invoice is required. However, the fuel company do not issue invoices because she pays before delivery which acts as an invoice and she was only able to gain resolution through Member Services, without this she may still be waiting and there must be many other people in the same position but without the same recourse to assistance that she received. Lorraine King responded that as this is a government scheme, they have their own national call centre for enquiries hence why

ARP do not advertise a number. Regarding delivery notes, invoices and receipts, they had numerous meetings as part of the pilot explaining the types of evidence they were receiving, asking for some discretion as there were five strict criteria to be met. ARP has done a lot of work to try and work through this. If the set of criteria are not met, then the claim must be cancelled and again notifications come from Government, and ARP has no control over this.

14. Council Booth said the experience relayed to him was like that experienced by Councillor Hay. Unfortunately, it was a classic example of the Government setting rules and not seeing how it works practically, with people being sent round the houses trying to speak to someone. Lorraine King said ARP were able to have some influence on shaping the process and raising anomalies and although the scheme has closed, the date for final payment has not been reached yet so she welcomes receiving any examples which she will take forward.
15. Councillor Nawaz asked if ARP get cases of multiple applications which could be considered fraudulent. Lorraine King said they do but there are a lot of checks in place as there are across all benefits that they administer.
16. Councillor Davis said that despite the issues members have heard about regarding fuel payments, generally the team have done a fantastic job of making sure that all the money that could go out does and she would like this to be noted.
17. Councillor Booth requested that for future meetings, regular attendees such as ARP be given a copy of the minutes of the last meeting they attended as a reminder of the discussions that took place previously; this would also be of particular benefit to new members. Councillor Davis agreed and requested this be formally noted.
18. Councillor Davis thanked ARP, Sam Anthony and Councillor Mrs French for their time.

The annual review of Anglia Revenues Partnership was noted for information.

OSC6/23 COMMUNITY SAFETY PARTNERSHIP

Members considered the Community Safety Partnership report.

The Chairman welcomed Councillor Sue Wallwork, Alan Boughen, Dan Horn, and Inspector Andy Morris to the meeting.

Members made comments, asked questions and received responses as follows:

1. Councillor Hay asked what is being done to get out the message that e-scooters are illegal to use on public highways unless part of a scheme in the inner cities, as not everyone is aware they are breaking the law. Inspector Morris agreed e-scooters do present a challenge, and in Fenland police use the '4 E' approach, that is to educate, encourage and explain before using enforcement. They have an operation that works closely with their prevention hub, which is doing a lot of work to address retailers, manufacturers, insurance companies, schools, and parents. The Safer Schools Officer repeatedly gives presentations in schools about the use of e-scooters, one school was encouraging their use as a safe mode of transport so that had to be addressed quickly. It is a constant battle but statistically, Fenland is the safest of the six district areas across the force in terms of how many road traffic collisions have involved e-scooters and how many of them have been used in crime. A further challenge is that in Cambs City they are legal; eventually it is likely they will be made legal more widely but in the meantime he would expect officers not to turn a blind eye unless something more pressing takes their attention. If they come across someone who has already been spoken to, they will look at them more punitively. In essence therefore, the police are doing what they can in terms of education and enforcement, in terms of awareness there is a quarterly corporate communications campaign. Meanwhile, retailers continue to sell them as it is not illegal to do so, and they can be used on private land.
2. Councillor Hay thanked Inspector Morris and mentioned that Chatteris also has a problem with off-road bikes, but it is difficult to ring the police for action as many do not have number plates.

Inspector Morris said tactics to deal with off-road bikes are quite challenging because unless there is an immediate risk to life which they are made aware of, the consequences of going after someone are greater than the initial threat. There is a problem-solving plan in place for that very issue in Chatteris, working with the community and the Problem-Solving Group to identify those involved and working with the schools, as it is likely the perpetrators are in education. The Safer Schools officer is on the case as are the March Neighbourhood Policing Team and Inspector Morris said he would like for members to encourage their constituents to report the matter as well because although they may not be able to do anything there and then, he can raise that there have been an excessive number of service requests in so many days and would then be able to call it in for additional support. There is a wider network of resources available to him that must be backed up by data. He meets regularly with Sgt Arnold to review calls for service and discuss the issues and sometimes what the community is telling them is different to what is in front of them, and it is therefore often challenging to justify putting resources into something if the calls for service are not being received.

3. Councillor Booth expressed his thanks to Sgt Arnold and the Wisbech team regarding the issue of road safety because he has seen an increase of police enforcement checks being undertaken in rural areas and is grateful for the support given to Community Speedwatch. He would like assurance that the police will continue with this strategy as it is starting to work and can be seen in their figures. Inspector Morris said all the neighbourhood policing team are trained to use speed guns and he thanked Councillor Booth for the recognition which he will feed back. They set quarterly engagement priorities based on what communities say what they want the police to address, and speeding is mentioned each time. Hence there is a lot of focus on speeding enforcement, and when looking at what has been done, the team has spent over 400 hours on speed enforcement since the start of the year and have reported over 100 drivers for summons and issued over 200 fixed penalty notices and this work will continue to support Vision Zero.
4. Councillor Barber said there has been a marked increase in anti-social behaviour in villages around Wisbech over the last few months; police are coming to talk about this in Leverington, but what is happening to try and stop it? Inspector Morris said it had been highlighted to him as having escalated about two months ago and he referred to his earlier point about off-road biking and the importance of calling in. Firstly, he asked Sgt Arnold to commission a problem-solving plan, the purpose of which is to understand the scale of the issue, this involves research into the offenders, calls for service and feedback received from the community to understand what is going on. He agreed it is a priority to tackle ASB in the rural areas and has the Safer Schools Officer going into the schools to speak to students. A meeting is being planned with those identified to understand why they are behaving as they do; he has dealt with similar issues before where sometimes funding bids have been productive in getting young people occupied and out of antisocial behaviour taking place because of boredom, but sometimes it does purely involve criminal intent which of course will then be dealt with differently. If the police can support an issue by reducing boredom risk then they will; resources are deployed currently to Leverington with a dedicated special constable, and there is a crossover between neighbourhood policing teams to support each other. Inspector Morris added that he will be at that meeting in Leverington himself next week to explain more.
5. Councillor Gerstner acknowledged the comprehensive 'You Said, We Did' in the report pack and stated he feels sympathetic for the police. Until government legislation is made clearer for police forces then they are in a very difficult position. That said, it is a case of waiting for an accident to happen, and he feels that is when action will be ramped up. Also, he understands the issue of resources as Chairman of Neighbourhood Watch for 14 years. In respect of Whittlesey, the perpetrators know what time the police work and at a town council meeting it was asked whether consideration could be given to funding being made available to extend those hours on an ad hoc basis, particularly in summer when people congregate later at night. He would not like to target a specific group of people, but anti-social behaviour and damage tends to occur more often in the summer months. Inspector Morris said he appreciated the feedback, there are provisions under the Police Act where local authorities can make applications in terms of funding. It is not something he would consider a long-term fix, but he is

giving consideration to changing hours for that reason to provide a more visible town presence. Officers do have to balance work and personal life, but policing does need to be more flexible to meet and support demand.

6. Councillor Davis said some of the villages are not getting the speed checks they would like to see and asked if there are any plans for moving around the villages. Inspector Morris said yes, but it must be intelligence-led, therefore let him know of specific times and he will put officers in place.
7. Councillor Nawaz asked if speed cameras are monitored and enforced, stating that if police are seen to be more vigilant perhaps drivers would take more notice. He quoted a particular stretch of road on the A605 leading into Whittlesey from Coates and Eastrea where drivers do not observe the speed limit and pedestrians are frightened to walk on the pavement. Inspector Morris responded that he could not answer about speed cameras, they are commissioned through Highways. He can talk about resources and provide data collated from speed enforcement checks in the villages but again can only look at an area when the team are on duty against other competing demands. However, he is happy to look into this further. In terms of speeding, Fenland statistically for the last year had the lowest number of slight injury road traffic collisions with 92. The lowest across the six districts for serious accidents had 31 and it was the third lowest fatal with eight fatal collisions last year but the majority of those can be contributed to the A47 and A141 and Fenland also had the lowest overall total of 131 road traffic collisions compared to the six other districts. He would like to think the speed enforcement work contributes to those numbers in some way.
8. Councillor Sennitt Clough confirmed the two speed cameras in Whittlesey do work, and data can be found online about how many fines have been issued in any month. However, she wonders whether the ones in the villages that inform drivers what speed they are doing are effective enough to deter speeders, as this is something she has also witnessed on many occasions. Inspector Morris said speed detection recorders as they are termed do provide an indication but if looking at getting these installed in Coates maybe it is something that he can speak to the Vision Zero team about.
9. Councillor Gerstner said the Police and Crime Commissioner funded three speed camera vans mainly for Cambridgeshire. He asked Inspector Morris if there is a joined-up approach with the PCC on speeding issues and identifying problem areas as they feed back to the Speed Watch team at Cambridgeshire all the data. Inspector Morris said yes that is the Vision Zero team he alluded to earlier. They campaign to have zero fatalities by 2040 and so have access to those vans across the whole constabulary area.
10. Councillor Gowler said that looking at the CCTV statistics, it records -653 patrols over the year which is concerning. He represents Chatteris and the town council contributes about £20,000 yearly towards CCTV and have discussed at meetings what they get out of it. Over the course of a year there have been six arrests and fines. Dan Horn said in terms of the Chatteris Town Council contribution, there was a meeting with all town council members in the last 12 months to explain the context around the work with CCTV and what they do. There are incidents spotted and referred on and then actual convictions and this is where the Council integrates to work as one team with police colleagues. There is a meeting this week and he would suggest Councillor Gowler attend this for more detail and all funding partners are going to be invited to an event in early autumn about this also which aims to justify the investment that the towns are making. He would say it is a good news story for Chatteris that it is a safe place and that CCTV acts as a deterrent. Councillor Gowler asked for clarification of what the -653 patrols over the year meant. Dan Horn said he would think it is to do with a short period of time where there was an issue on the police antenna in March which meant some patrols in some parts of the county could not be done for that period. However, since the shared service began with Peterborough, performance on patrols has gone up.
11. Councillor Gowler mentioned illegal and dangerous parking and his feeling that the police do not put a high priority on this. If, or until, civil parking enforcement comes in, this is a major problem throughout Fenland. Unfortunately, the public's impression is that the police do not care; he hopes this is not correct but would like to know if action is taken when reports are received. Councillor Morris agreed that it is widely acknowledged that there is no civil parking

enforcement, but he needs to weigh up priorities. The PCSOs in March, Chatteris and Wisbech are more focussed on parking enforcement but again it goes back to community engagement; the police seek priorities through customer engagement. Parking was identified as a problem in Whittlesey but not in Chatteris due to the number of reports received, hence that received more focus. However, the caveat is that the police must give way to something more harmful, but people do have to take responsibility so if the police can do some educational work with bad parkers then it may reduce the problem a little. He added that if Councillor Gowler has a specific area that he can deploy PCSOs to, then let him know. Councillor Gowler thanked Inspector Morris.

12. Councillor Booth said he was interested to hear the statistics provided regarding road accidents. It was not long ago that Fenland were recording the second or third highest number of young fatalities because of roadside drains and ditches. It does appear to have been turned round; he believes the research was done by Brake although he has not seen any reports on that lately. Maybe that is something the Council could obtain because he thinks that is quite useful and would imagine Vision Zero will be looking at that. Regarding community engagement, Councillor Booth suggested the police think about attending large scale events in the rural communities, such as the Parson Drove Car Show, Gorefield Show and Manea Gala, as they would provide a great opportunity to speak to a lot of people in one place and would be cost effective. Inspector Morris said for reassurance that he had picked up that he was not receiving operational plans for events so commissioned some work to get the events register circulated and get duties changed for the summer so policing teams attended the March and Chatteris summer festivals and will attend as many as they can, including the March Armed Forces Fair in September and Wisbech Rock Festival. However, he is relying on the information to come to him. Events are risk assessed based on the necessity for police to attend, normally community events do not meet the threshold for police attendance because there is not a risk of crime or disorder, and the advice is to step away because it is the event organiser's responsibility. If the police attend there might be a sense of implied liability so if something goes wrong it is on the police to pick it up. However, he is now fully supportive of his officers attending public events because of the benefit of community engagement, particularly with the younger generation. Councillor Booth thanked Inspector Morris.
13. Councillor Davis said she is Chairman of Wimblington Parish Council and was unaware of a community engagement event in Wimblington and Doddington as mentioned in the presentation. She agreed it is probably easier for the police to attend the larger scale events but in some of the smaller villages like Wimblington there was a fun day with 800 people so even if the police had a couple of officers walking around, they could glean a lot. Inspector Morris said that Wimblington and Doddington are supported by the two Sgt Arnolds, so please feed into the small parish meetings and talk about forthcoming events. With a little notice he can change the team's duties to provide cover; but now with some infrastructure in place to horizon scan for events, he can ensure they attend more than they have in the past.
14. Councillor Gerstner said he would like to express his thanks for the regular enforcement of parking in Whittlesey Town Council's car park. It has been a priority in the area and a very emotive subject as always you are wrong if you do and wrong if you don't. But again, there has been a marked increase in parking enforcement, and he hope it continues because people need to know what the law is. Inspector Morris thanked Councillor Gerstner and said he would feed that back.
15. Councillor Booth said years ago he asked about the possibility of getting mobile CCTVs to rural areas, but having been quoted some £100k it was too costly; he knows it must be demand-led but sometimes issues arise that need to be reacted to, for example surely it would help to get some mobiles into Leverington for a few weeks to put some focus there and act as a deterrent. Dan Horn said there is a cost, but it is more manageable now than previously quoted. He highlighted that Doddington now has a camera installed around the play area, which they fund, and this is due to the wi-fi connectivity linked to the antenna mentioned earlier. So, there is the ability for all parish councils to look at that now and he would encourage them all to see if they can work with the district council to attract funding. In terms of reporting incidents, Dan Horn mentioned that sometimes people get frustrated with trying to get through on the telephone and

he stressed the importance of using the online reporting tools available if people have that option. Inspector Morris agreed that does make a difference as his teams daily scan calls for service; he has a regular debrief of what is going on and then sets their focus on those issues. Councillor Booth said that was a fairly encouraging response, but he is concerned by the implication that the parish councils pay the costs. Fenland District Council represents the whole area, with 25% of the population living in the rural areas so it is disappointing to hear they can only get a mobile CCTV if the parish councils fund them. Surely FDC should be able to fund a mobile CCTV that can go anywhere within the district. Dan Horn responded that the difficulty is for FDC to find the funding for any time, there are a lot of demands for new CCTV cameras which is why FDC has relied upon and received support from town councils who have paid for cameras which FDC then monitor. Chatteris is a good example, and Doddington looked at the funding options to do that. FDC has a tight capital programme, and the history of cameras is that they have always been around the town centres, much of it initially due to the assets of the Council and then expanded into becoming a tool to tackle crime and disorder. Councillor Wallwork said that she met with the Police and Crime Commissioner's team recently and they have three mobile cameras they are willing to lend for up to 12 weeks. This is not a long-term response but may help with the ASB problem in Leverington. An application would need to be made first, but she can look into this further if required. Councillor Booth said that is his point, there is talk of the parish councils funding it but what would happen is with a spate of ASB it then calms down because those involved move onto other things and it starts relaxing, particularly over the summer holidays which is when there is a tendency to see a spike. But it could be that all that is required is a camera that can be moved around the district to any current hotspot and then moved on to another location, the prime example being Leverington. Councillor Booth added that the PCC is looking after the whole of Cambridgeshire, and with only three cameras for six districts there will be competition for them which is why he thinks FDC should be looking at getting a mobile CCTV camera itself. Councillor Wallwork suggested that the cameras are borrowed first and see what the competition is like.

16. Councillor Hay asked if the town council funded the three new cameras in Wisbech. Dan Horn responded that these were to do with a specific external funding project called Safer Streets 4, which is evidence based across Cambridgeshire. Looking at the data around Fenland, Alan Boughen made the case for Medworth Ward because of the spike of incidents within it being vastly different to anywhere else in Fenland and across Cambridgeshire. Medworth was chosen by the police along with two wards in Peterborough and as part of that for Safer Streets 4, the Council made the case that three CCTV cameras would be good as part of a collective bid for a range of actions which are still ongoing in Wisbech.
17. Councillor Barber referred to speeding and commented how frustrating it is that whenever a police vehicle is checking speeding, social media gets flooded with warnings and she asked what could be done about that. Inspector Morris responded that there is a specific criminal offence of obstructing police if it can be evidenced, unfortunately it cannot. If someone flashes their vehicle with somebody who is, say, doing 38 miles an hour coming into a 30, the person who flashed their car is committing a criminal offence. If that person was driving at 30 and was flashed, then the person flashing their car would not be committing a criminal offence. It is about preventing a specific act there and then. He agreed the social media comments can be frustrating, but the police now look upon them as hopefully a means of slowing people down and they may just protect somebody from an accident.
18. Councillor Woollard said with the current traffic restrictions through the centre of March there is still a lot of parking on the yellow lines on the stretch between the Market Place and the bridge which creates havoc. Inspector Morris thanked Councillor Woollard and said Sgt Arnold would note this and will deploy his PCSOs.
19. Councillor Davis thanked everyone for their attendance. Inspector Morris advised members that he is more than happy for them to contact him directly with any issues and he would have his contact details circulated.
20. Councillor Booth said much of the discussion had referred to Vision Zero in respect of road safety and he suggested that they be invited to a future meeting as it had been some years since they last attended.

The Community Safety Partnership report was noted for information.

(Councillor Booth asked that it be noted he is a member of Community Speedwatch).

OSC7/23 FREEDOM LEISURE REVIEW

Councillor Davis welcomed Matt Wickham, Paul Doyle, Simon Pesic-Smith from Freedom Leisure and Phil Hughes to the meeting. Phil Hughes gave Councillor Miscandlon's apologies as Portfolio Holder for Leisure.

Members considered the Freedom Leisure Review report which was shared in the form of a presentation.

Members made comments, asked questions, and received responses as follows:

1. Councillor Sennitt Clough said that reducing the leisure centre opening hours to ease the effects of the rise in energy bills has impacted on customer membership. She is a member of the Manor and heard that a lot of customers discontinued their membership because the new opening times no longer fitted their working hours. She would be interested to know therefore how this has all balanced out, as attempting to save money on energy bills has ultimately led to a reduction in income. Simon Pesic-Smith responded that it was the right thing to do facing such an uncertain time and some of the measures agreed to put in place were to reduce the hours. He looked at the timetables and stripped out the gaps that should not have been there, so there was space not being used that could have been. He was aware that there would be an impact on customers but had to work within a particular framework. He worked with centre managers to ensure that they could maximise everything they did have. Now the gyms are open until 9pm and looking at the footfall between 9pm and 10pm at the Manor it was low anyway, and there is minimal change in terms of the target audience pre the change in hours. Generally, if someone wants to use the gym at 10pm at night they want one of the 24-hour gyms. He said that Councillor Sennitt Clough is correct that the Manor suffered from when the changes were made in October but that changed about six weeks ago and there is now a curve upwards. That is through adjustments to the timetable, increasing facilities, making sure there are as many classes as possible and promoting the different services, however it was the right thing to do at the time and in February the situation was assessed, and changes made that could be done without having any major additional costs. Matt Wickham added that Freedom is not planning on doing anything that would take commercial viability backwards; they have undoubtedly had to make changes across the portfolio but if a decision is not working, then they are flexible to change again. Not every decision will be right, but they will continue to review and monitor to ensure that they are getting the best commercial return possible for the facilities.
2. Councillor Hay asked what plans are in place for Freedom to start repaying the loans received from Fenland District Council now it is on more of an even keel. Matt Wickham responded that a contract agreement is in place regarding repayments based on viability and the more that can be done to make contracts viable the better.
3. Councillor Hay stated her concern that some of classes in Chatteris are inconsistent, particularly Pilates and what is being done to ensure that there is a consistent offer. Simon Pesic-Smith responded that unfortunately some staffing issues have impacted on classes, but they are aware of it and trying to find the best solution, looking at providing additional cover or training inhouse going forward.
4. Councillor Hay said it would be of benefit to the new members of the Council to have an explanation of the division of responsibility in the contract between Fenland and Freedom Leisure around maintenance and repair. Phil Hughes replied that the daily upkeep of the centres is the responsibility of Freedom, for example broken ceiling tiles, a dead light bulb, mouldy mastic in the shower, broken pool hoist and the annual maintenance of all equipment

such as boilers. The buildings remain the responsibility of Fenland District Council who maintain the building fabric, so although Freedom would replace a ceiling tile, Fenland would be responsible for replacing the entire ceiling if required. There is a capital programme in place and he is working closely with Mark Greenwood, Head of Property and Assets, to develop a programme of planned preventative maintenance.

5. Councillor Gerstner thanked Freedom Leisure and the Council for keeping leisure facilities available during and after Covid, which is a fantastic testament. He also thanked them for catering for disabled customers and even increasing that provision, which he thinks goes unnoticed by many. However, he would like to ask why it takes so long to get small repairs completed, for example it took nearly four months to repair the shower in a disabled toilet. Is there a hierarchical system for maintenance facilities or is each site allocated work on a need to basis? Simon Pesic-Smith said it was a little of both, but that should not have taken so long. Without knowing the full details if it was a matter of replacing the shower head that should be days not months. In terms of hierarchy, sometimes yes things take greater priority. Other issues can involve a long wait for a contractor's quote or for parts. Councillor Gerstner queried a quote provided to fix the heating at Whittlesey and said he had been told it would cost £400 for an engineer to visit. Simon Pesic-Smith said it was £300 but that also involved an element of work; if the problem could be rectified there and then it will be. He added that the engineers are very good at what they do and will fix what they can, when they can and do their absolute best.
6. Phil Hughes commented that Freedom Leisure is a big organisation running many leisure centres throughout the country. They have a lot more purchasing power and more clout than Fenland District Council would have had with their contractors to get the job done. These engineers are servicing lots of different sites and as a commercial organisation, they will ensure they get a good deal for our contract. However, if members hear that something appears not to be getting fixed as quickly as it ought to be then please let him or the portfolio holder know and they will take this up.
7. Councillor Nawaz commented that the relationship between leisure exercise and health is undeniable. Public health is going to become increasingly important and greater focus being placed on it. It is encouraging to know that membership of the leisure centres is increasing, and it is commendable to see the number of children learning to swim at the Manor. However, it is concerning to see membership has decreased since 2022 by 100, particularly because Whittlesey has expanded considerably with many more new homes being built. He would therefore expect to see an increase rather than a decrease. He wondered if another reason for falling membership could be that customers are going to more modern facilities. Is not the Manor outdated and could this make a strong case for capital expenditure? Phil Hughes responded that there have been various challenges, firstly Covid, followed by both the energy and cost of living crisis, which will have put more pressure on gym membership. Freedom Leisure are doing all they can with the tools at their disposal. He agreed that in respect of capital expenditure there are some aging facilities. He has been looking at these with the portfolio holder and they are looking at a plan for improvement, but it will be a long-term project and has to be affordable.
8. Councillor Gowler asked how many staff are employed by Freedom Leisure and is there a problem with staff retention? Simon Pesic-Smith replied there are 200 staff but they do have some vacancies in reception and casual lifeguarding. There is little problem with staff retention as some stay for years but regarding recruitment it can be challenging. One person recently accepted a post and then turned it down the same day. On one occasion an applicant for a lifeguard post admitted they could not swim, so recruitment can be a challenge for that reason.
9. Councillor Booth said upon reviewing the minutes of November 2021 when Freedom Leisure last came before the panel, he noted that there was only positive feedback. He had asked for more balanced data to include complaints. He asked that this be provided going forward because it is from that that matters can be improved and possibly drive greater membership. He also suggested that comments on social media be noted rather than waiting for a formal complaint. Paul Doyle responded that they have a system whereby they record verbal complaints, they can do the same for social media so they can see patterns and ensure they put resources in the right places. They do not get so many complaints that they have to

instigate a formal procedure, most can be dealt with efficiently and quickly as a bespoke service. Phil Hughes said that if customers are not happy about the response they get from the centre manager then local councillors tend to hear or he gets a message and he can speak to the centre or regional managers. If the company is not responding as the customer wants then they do have recourse to FDC. However, the service is quite bespoke, and the complaint does tend to get to people who can act quickly.

10. Councillor Davis thanked everyone for their attendance.

The Freedom Leisure report was noted for information.

OSC8/23 TASK AND FINISH GROUP

Members considered the Task and Finish Group report presented by Amy Brown.

Councillor Booth suggested that the date be kept open rather than look to October to finish the work. The real deadline is the end of the year because that is when the Business Plan is fed into. Councillor Booth added that technically the group does not have to be set up on political proportionality, but he will ensure he attends the meetings. Councillor Roy could potentially be his substitute, but Councillor Gerstner is welcome to put himself forward. Councillor Gerstner said he would be happy to be appointed as substitute.

Members AGREED:


- **That Councillor Booth and Councillor Hay form part of the Task and Finish Group as former members of the Group and who remain on the Overview and Scrutiny Panel, along with Councillor Woollard, and that Councillor Lucie Foice-Beard and Councillor Gerstner be appointed substitutes.**
- **The proposed amendment to the Terms of Reference of the Task and Finish Group shown as track-changes to the section entitled Report and Timescales, with the change suggested by Councillor Booth to say by the end of 2023.**

OSC9/23 FUTURE WORK PROGRAMME

Councillor Davis advised that the Future Work Programme is to be updated and will comprise standing items such as the Business Plan and Budget items. Throughout the year members of the Panel will consider what additional items they may wish to see added.

5.07 pm

Chairman

Agenda Item No:	5	
Committee:	OVERVIEW AND SCRUTINY	
Date:	19 September 2023	
Report Title:	INVESTMENT BOARD ANNUAL REPORT	

1 Purpose / Summary

- 1.1 To provide an update to the Overview and Scrutiny Panel of the work of the Investment Board from April 2022 to March 2023.

2 Key issues

- 2.1 The last annual report on Investment Board activity was presented to and noted by Cabinet on 16th March 2023. A further update on activity up to August 2023 was presented to Cabinet on 11th September 2023.
- 2.2 Work has carried on during the 2022-23 financial year to progress the two identified sites, the Nene Waterfront in Wisbech and the Elms in Chatteris and outline planning permission has now been granted for both sites.
- 2.3 Agreements for financing, service level recharges and deed of indemnity between FFL and FDC signed off by the Investment Board in July 2022.
- 2.4 At the Cabinet meeting held on 12th December 2022 it was agreed that the land at Chatteris and Wisbech be transferred to FFL at market value in accordance with a Red Book valuation and the transfers are now progressing.
- 2.5 Work on the revised draft Business Plan for FFL was completed and circulated to the Investment Board on 31st January 2023. The FFL Board reviewed this at their Board meeting on 22nd February 2023.
- 2.6 No new opportunities have arisen since the last report on Investment Board activity was presented to Cabinet on 16th March 2023
- 2.7 The Constitution states as follows at paragraph 3.1.1 of Table 3 which sets out the responsibility for executive functions:
- Cabinet will be responsible for the following specific functions in relation to the Commercial Investment Strategy and the Council's companies and partnerships:
 - (a) Conducting a formal review of the Commercial Investment every 2 years and recommending any necessary amendments for approval by Full Council;
- 2.8 The formal review of the Commercial and Investment Strategy is currently underway although the present economic conditions are challenging and interest rates in particular makes it extremely difficult to identify new opportunities.

3 Recommendations

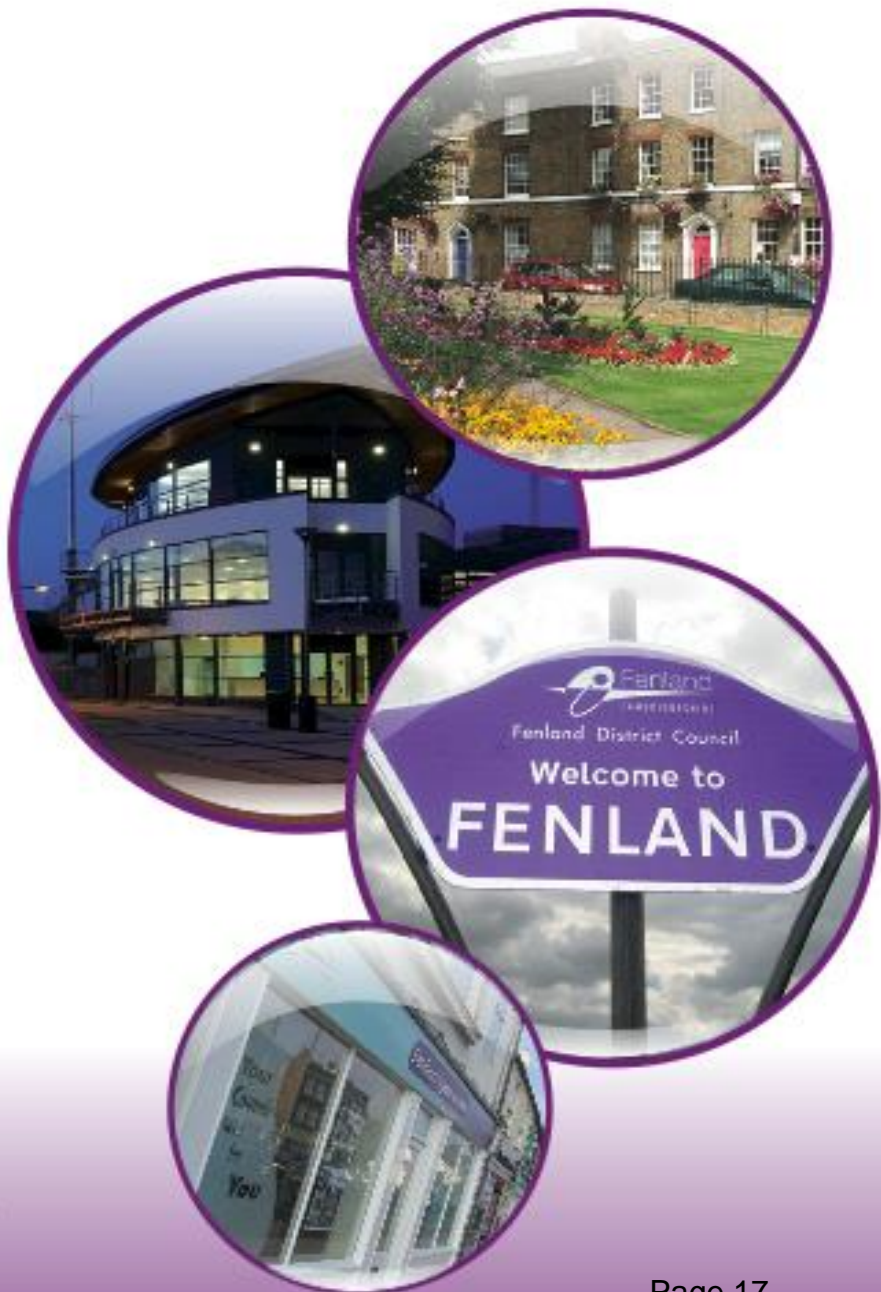
It is recommended that the Overview and Scrutiny Panel note the annual report from the Investment Board.

Wards Affected	All
Forward Plan Ref	Not applicable
Portfolio Holder(s)	<p>Cllr Chris Boden – Leader, Finance Portfolio Holder and Chairman of the Investment Board</p> <p>Cllr Steve Tierney – Transformation and Comms Portfolio Holder and Investment Board Member</p> <p>Cllr Ian Benney – Economic Growth Portfolio Holder and Investment Board Member</p>
Report Originator(s)	<p>Paul Medd – Chief Executive</p> <p>Peter Catchpole – Corporate Director & Chief Finance Officer</p> <p>Carol Pilson – Monitoring Officer</p> <p>Amy Brown - Head of Legal and Governance and Deputy Monitoring Officer</p>
Contact Officer(s)	<p>Paul Medd – Chief Executive</p> <p>Peter Catchpole – Corporate Director & Chief Finance Officer</p> <p>Carol Pilson – Monitoring Officer</p> <p>Amy Brown - Head of Legal and Governance and Acting Monitoring Officer</p>
Background Paper(s)	<p>Investment Board minutes</p> <p>Commercial and Investment Strategy</p> <p>Cabinet update reports dated 22nd March 2022, 30th January 2023, 16th March 2023 and 11th September 2023.</p>

Appendix: Annual report

Report of the Investment Board

April 2022 – March 2023



1 What is the Investment Board?

- 1.1 The Investment Board was created on 16th January 2020 to help drive forward the Council's Commercial and Investment Strategy which was approved by Full Council on 9th January 2020. The Investment Board is a sub-committee of Cabinet designed to be more "fleet of foot" in order to be able to respond to opportunities in an agile and commercial manner.

2 Purpose of the Investment Board

- 2.1 The Investment Board is responsible for implementing the Commercial and Investment Strategy including oversight of the Council's companies and partnerships.
- 2.2 The Investment Board will act as a decision-making body in relation to the functions delegated to it and will report to Cabinet in relation to the exercise of those functions.
- 2.3 Support and advice will be provided to the Investment Board by key members of the Corporate Management team.

3 Membership and Operation of the Investment Board

- 3.1 The Investment Board will comprise a maximum of two Cabinet Members (one of whom should be the portfolio holder for finance if that position is not held by the Leader) in addition to the Leader who will determine their appointment annually.
- 3.2 The Investment Board shall meet on a basis agreed by itself with a minimum of 3 meetings per year.
- 3.2 The quorum shall be the Leader in the presence of a minimum of;
 - a. one other Cabinet Member;
 - b. one senior advisory officer (or their appointed deputy)

An invitation to attend must have been provided to the Chair of O&S at least 5 clear days in advance of the meeting taking place. This notice period may be waived if the Chair of O&S or their nominated deputy so agrees.

An invitation to attend must also have been provided to the Section 151 officer and the Monitoring Officer (or their nominated deputies) which will normally be at least 5 clear days in advance of the meeting taking place.

- 3.3 The provisions relating to substitution set out at paragraph 28 of the Standing Orders shall apply to meetings of the Investment Board save that the Leader and Cabinet Members may only be substituted by Cabinet Members [and the Chair of O&S may only be substituted by the Vice Chairman]. Such substitutions to be notified to Council as part of the annual nomination process.

3.4 The Cabinet Procedure Rules shall apply to meetings of the Investment Board save in respect of paragraphs 1.6, 1.8, 2.2 (second paragraph), 2.3(g) and (h) and paragraph 2.5(d) which shall be disapplied.

4 Functions of the Investment Board

- 4.1 To determine investment appraisals submitted under Part 2 of the Council's Commercial and Investment Strategy together with the most appropriate means of delivery;
- 4.2 To determine business cases submitted under Part 3 of the Council's Commercial and Investment Strategy by the Council's companies and partnerships;
- 4.3 To determine the amount and terms of any investments, loans and assets required for the delivery of proposals approved in accordance with paragraphs (a) and (b) above from the agreed budget allocation;
- 4.4 To produce a report to Cabinet twice a year summarising its activities in accordance with paragraphs (a) to (c) above.
- 4.5 Approve the business plans of the Council's companies and partnerships;
- 4.6 To monitor performance and financial delivery in line with the approved business plans;
- 4.7 To ensure that those companies and partnerships comply with relevant Council policies, strategies and objectives;
- 4.8 To exercise decisions, where delegated by Cabinet, in relation to a company or partnerships' reserved matters;
- 4.9 To oversee the relationships between the Council and the Council's companies and partnerships in accordance with the Council's objectives.
- 4.10 To prepare and present an annual report to the Overview and Scrutiny Committee;
- 4.11 To determine for each individual company or partnership whether the Investment Board recommends to Cabinet the delegation of any functions to the officers of the Council.
- 4.12 All other matters not falling within the remit of the Investment Board functions set out at 4.1 to 4.11 above will be referred to Cabinet for decision.

5 Background

- 5.1 The Commercial and Investment Strategy was approved by Full Council on 9th January 2020.
- 5.2 At the same meeting Full Council also agreed to establish a Local Authority Trading Company (LATCo) for the purpose of facilitating the delivery of the agreed strategy and noted the proposed intention that the Investment Board will be able to utilise reserves and/or borrow sums up to a combined maximum of £25 million in order to deliver the objectives of the Strategy.

- 5.3 Following on from this approval the creation of the Investment Board and the delegation of functions was approved by Cabinet on 16th January 2020.
- 5.4 The business case for the creation of the LATCo was approved by Cabinet on 9th June 2020 and Fenland Future Ltd (FFL) was incorporated on 10th June 2020.
- 5.5 FFL held its inaugural board meeting on 8th December 2020 and a first draft business plan was circulated to the Investment Board for discussion and approval. The final business plan was formally presented to the Investment Board in March 2022.
- 5.6 At a meeting of the Investment Board on 18th September 2020 approval was given to take forward to a detailed business case the development of FDC owned land at the Nene waterfront in Wisbech.
- 5.7 At a meeting of the Investment Board on 12th January 2021 approval was given to take forward to a detailed business case the development of FDC owned land in Chatteris.
- 5.8 At a meeting of the Investment Board on 16th March 2021 approval was given to acquire a commercial property in Wisbech and this was subsequently completed on 26th March 2021.
- 5.9 The last annual report on Investment Board activity was presented to and noted by Cabinet on 16th March 2023. A further report was presented to and noted by Cabinet on 11th September 2023.

6 Work programme and outcomes

- 6.1 The Investment Board sat on the meeting dates detailed below and considered the matters also shown in the table below as part of its work for 2022/23:-

Meeting date	Outcome
11 th July 2022	<p>Appointed a Vice Chair for the municipal year</p> <p>Reviewed and agreed the financing agreement between FDC and FFL</p> <p>Reviewed and agreed the deed of indemnity covering the Directors, Company Secretary, officers and members of FDC acting in their FFL capacity</p> <p>Reviewed and agreed the service level agreement covering FDC cost recharges to FFL</p> <p>Review and approve the FFL Business Plan for 2022-2025</p> <p>Received and noted an update on the two current schemes</p> <p>Received a verbal update on current opportunities noting that nothing further has been progressed so far this year</p>
14 th November 2022	<p>Received and noted an update on the two current schemes</p>

Meeting date	Outcome
16 th March 2023	<p>Approved a minor amendment to Fenland Future Ltd's Articles of Association</p> <p>Received an update on current opportunities</p> <p>Received and noted the updated Business Plan for Fenland Future Ltd</p> <p>Received an update including the Land transfer situation on the two schemes currently in progress.</p>

7 Commercial and Investment Strategy (CIS) Update

FDC

- 7.1 As part of the Commercial and Investment Strategy a facility of £25m was granted to the Investment Board to finance capital expenditure to be undertaken in accordance with the aims and objectives of the agreed strategy. At the end of March 2023 £4m of this facility has been utilised to fund the acquisition detailed in 7.2 below and a strategic purchase which offers an opportunity to open up access to a Council owned potential development site. These acquisitions were approved at Investment Board meetings held on 16th March 2021 and 3rd December 2021 respectively.
- 7.2 The Commercial Investment in Wisbech has delivered a rental income of £230k p.a since acquisition in March 2021 and is up to date for 2023-24. As we used our own funds to acquire this asset there was no external cost of capital. This acquisition has enhanced the Councils revenue position and has had a positive impact on the MTFs as presented to Full Council in February 2022 and February 2023.
- 7.3 No further opportunities have been formally presented to the Investment Board since 1st April 2022 as the initial due diligence as prescribed in the Commercial and Investment Strategy was not passed. It is worth noting that since the inception of the Commercial and Investment Strategy nearly 40 opportunities have been looked into and these are broken down as follows:-

<u>Category</u>	<u>Completed</u>	<u>In progress</u>	<u>Parked</u>	<u>Offered</u>	<u>Rejected</u>	<u>Total</u>
FDC owned land		2	2			4
Other land					4	4
Commercial Retail					8	8
Commercial Investment	1			1	6	8
Residential- Commercial	1	1			3	5
Residential- Affordable					1	1
Other	1	2			3	6
	3	5	2	1	25	36

- 7.4 The current Commercial and Investment Strategy (CIS) strategy is under review as per the constitution and in light of the current economic situation to determine whether it is still fit for purpose.

FFL update including finance

- 7.5 Further utilisation of the above mentioned “facility” will be needed when the funding position of Fenland Future Ltd is fully agreed. A full cash flow was produced as part of the Business Plan required by 31st January 2023 and further refinement will be required as updated site appraisals are prepared. At a suitable point funding drawdown will be requested following the process as detailed in the financing agreement agreed by the Investment Board in July 2022.
- 7.6 The land transfers of the two sites, The Elms, Chatteris and the Nene Waterfront, Wisbech were approved by Cabinet on 12th December 2022 and the work to conclude the legal transfer is now taking place.
- 7.7 Both sites now have Outline Planning Permission and work has progressed on the delivery models needed to develop them.
- 7.8 A development manager has been appointed for The Elms site and work to prepare and complete a Reserved Matters Application is now underway. This includes detailed design work and technical reports as well as revised financial appraisals for the scheme.
- 7.9 Work on the Nene Waterfront includes the delivery of a new electricity substation funded through the Brownfields Land Release Fund and the potential delivery of an Extra care facility for which design and pre-application work has commenced.
- 7.10 FFL have signed heads of terms with Fenland Extra Care Consortium for plot 5 of the Nene Waterfront. Reserved Matters planning application being prepared. This will be an all-affordable home scheme for older people with care needs (circa 70 homes).
- 7.11 To date Fenland Future Ltd expenditure and commitments are as shown in the table below. These costs sit as a debtor in the Councils accounts as the only funding agreed so far is the £10,000 for set up costs approved by Cabinet on 9th June 2020.
- 7.12 Based on the revised cash flows further funding will be requested from Fenland District Council to both cover the costs detailed below and to enable FFL to meet its future financial commitments to develop the sites. A further update will be taken to the Investment Board later in the year along with the request to drawdown the extra funding required.
- 7.13 For information the Board of Directors for Fenland Future Ltd comprises:-
- Dan Horn – Managing Director and Chairman
 - Mark Saunders – Director
 - Anna Goodall – Director
 - Jane Bailey – Company Secretary

8 Legal Implications

- 8.1 Reviewing the CIS ensures compliance with our best value duty and is also compliant with the delegations to Cabinet in which it is provided that it will be reviewed every 2 years.

Fenland Future Ltd									
Financial Update		31.07.23							
		Total	Nene		Ex Barclays	FFL	Consultancy	Legal Costs	FDC
		FFL Costs	Waterfront	Chatteris	March	Set up Costs	Costs	General	Recharges
		£	£	£	£	£	£	£	£
Set up costs	Integra - Agresso set up	2,925.00				2,925.00			
Total Paid	2020/21	2,925.00	0.00	0.00	0.00	2,925.00	0.00	0.00	0.00
Set up costs	Integra - Agresso set up	975.00				975.00			
Architectural Services	Norr	29,575.08	14,575.08	15,000.00					
Ecology survey	Tetra Tech	5,000.00	2,500.00	2,500.00					
Pre Planning consultancy	Tetra Tech	62,200.00	22,200.00	40,000.00					
Ecology Species Survey	Tetra Tech	5,000.00		5,000.00					
Topographical Survey	Survey Solutions	950.00		950.00					
Site clearance work	Tivoli Group	1,924.75	1,924.75						
Planning Advice	ELG Planning	2,215.00		2,215.00					
Site Appraisals	Carter Jonas	4,000.00	2,250.00	1,750.00					
Highways Consultancy	JDS Consulting	2,000.00		2,000.00					
Consultancy	Bloom - Consultancy	34,807.50					34,807.50		
Legal services	Bevan Brittan	1,497.60						1,497.60	
Support Recharges	FDC SLA 2021/22	100,000.00							100,000.00
Total Paid	2021/22	250,144.93	43,449.83	69,415.00	0.00	975.00	34,807.50	1,497.60	100,000.00
Data Protection Fee	Information Commissioner	40.00				40.00			
Planning Application Fees	FDC	21,728.00	8,778.00	12,950.00					
Planning Consultancy Support	Barmach	2,500.00	2,500.00						
Electricity Supply	UK Power Networks	20,798.56	9,888.84	10,909.72					
Site Appraisals/Valuations	Carter Jonas	37,700.00	19,100.00	17,600.00	1,000.00				
Legal services	Bevan Brittan	35,172.20	4,060.45	4,189.95				26,921.80	
Consultancy	Bloom - Consultancy	96,391.58					96,391.58		
Architectural Services	Norr	18,142.25	8,997.25	9,145.00					
Ecology Species Survey	Tetra Tech	19,200.00		19,200.00					
Pre Planning consultancy	Tetra Tech	32,010.00	10,100.00	21,910.00					
Planning Advice	ELG Planning	12,285.49	3,325.00	8,960.49					
Support Recharges	FDC SLA 2022/23	125,000.00							125,000.00
Total Paid	2022/23	420,968.08	66,749.54	104,865.16	1,000.00	40.00	96,391.58	26,921.80	125,000.00
Local Rented Market Report	Carter Jonas	9,000.00	9,000.00						
Legal services	Bevan Brittan	17,603.50	3,070.50	7,755.00				6,778.00	
Consultancy	Bloom - Consultancy	32,760.00					32,760.00		
Pre Planning consultancy	Tetra Tech	4,250.00	3,750.00	500.00					
Employers Agent Services	AECOM Ltd	8,227.50					8,227.50		
Directors Insurance	AON UK Ltd	3,920.00				3,920.00			
Support Recharges	FDC SLA 2023/24 (4 months)	41,666.67							41,666.67
Total Paid	2023/24 - to 31.07.23	117,427.67	15,820.50	8,255.00	0.00	3,920.00	40,987.50	6,778.00	41,666.67
Grand Total Paid to Date	31.07.23	791,465.68	126,019.87	182,535.16	1,000.00	7,860.00	172,186.58	35,197.40	266,666.67

Agenda Item 6

Agenda Item No:	6	
Committee:	Overview and Scrutiny	
Date:	19 September 2023	
Report Title:	Draft Overview and Scrutiny Annual Report	

1 Purpose / Summary

- 1.1 Overview and Scrutiny Annual Report reflects what has been undertaken and achieved by the Overview and Scrutiny Panel during 2022/23 and takes a forward look at the programme of work and challenges in 2023/2024.

2 Key issues

- 2.1 The Local Government Act 2000 sets out the requirements of a modernised democratic structure for local authorities. The Act includes the establishment of an Overview and Scrutiny Panel or Committee.
- 2.2 Article 6 of the Council's Constitution sets out the Overview and Scrutiny Panel's terms of reference. There is a stated requirement for the work and working methods of the Overview and Scrutiny Panel to be reported annually to the Council.

3 Recommendations

- 3.1 For the Overview and Scrutiny Panel to review and approve the draft annual report for forwarding to Council.

Wards Affected	All
Portfolio Holder(s)	Councillor David Mason – Former Chairman - Overview and Scrutiny Councillor Alex Miscandlon – Former Vice Chairman - Overview and Scrutiny
Report Originator(s)	Amy Brown – Assistant Director Elaine Cooper - Team Leader, Elections, Land Charges and Member Services
Contact Officer(s)	Paul Medd - Chief Executive 01354 622202 paulmedd@fenland.gov.uk Peter Catchpole – Corporate Director 01354 622201 pcatchpole@fenland.gov.uk Amy Brown – Assistant Director abrown@fenland.gov.uk
Background Paper(s)	Overview and Scrutiny reports, Agendas and Minutes 2022/23

OVERVIEW AND SCRUTINY

ANNUAL REPORT 2022 - 2023

1 CHAIRMAN'S FOREWORD

In the delivery of my role as Chair of the Overview and Scrutiny Committee, I am required to present the Annual Report for 2022/23 albeit that during that time former Councillor Mason was fulfilling that role. Nevertheless, I have had the benefit of being able to review the activities of the last municipal year and am pleased to be able to present this information to you as well as providing a forward look to 2023/24.

The Overview and Scrutiny Committee has an important role to play in overseeing the performance and delivery of services within their portfolios. The Committee has and will continue to receive regular performance updates to ensure that services perform well.

The future work programme will be published with the Agenda for each meeting and will continue to focus on issues that are of paramount importance to local residents and businesses.

I am looking forward to undertaking my new role as Chairman of the Overview and Scrutiny Committee and am confident that the Committee which is comprised of both new and ongoing members can maintain the high standards expected of it in performing the most important role of Overview and Scrutiny.

Maureen Davis
Chairman, Overview and Scrutiny Committee 2023/24

2. THE OVERVIEW AND SCRUTINY PANEL 2022-2023

Councillor David Mason - Chairman
Councillor Alex Miscandlon - Vice Chairman
Councillor Gavin Booth
Councillor David Connor
Councillor Mike Cornwell (until August 2022)
Councillor Steve Count (until July 2022)
Councillor Anne Hay
Councillor Michael Humphrey
Councillor Mark Purser
Councillor Robert Skoulding
Councillor David Topgood
Councillor Bob Wicks
Councillor Fred Yeulett

3 INTRODUCTION

What is Overview and Scrutiny?

- 3.1 The Local Government Act 2000 requires Councils to have a committee with the power to review or scrutinise decisions or actions affecting the authority's area or residents. Scrutiny is an essential part of ensuring that local government remains effective and accountable. Scrutiny ensures that executives are held accountable for their decisions, that their decision-making process is clear and accessible to the public and that there are opportunities for the public and their representatives to influence and improve Council policies.
- 3.2 The power to scrutinise was further expanded by the Police and Justice Act 2006, which provided powers to scrutinise the work of Crime and Disorder Reduction Partnerships, known locally as the Safer Fenland Partnership.
- 3.3 The Local Government and Public Involvement in Health Act 2007 provides more powers to local government to scrutinise other partner organisations. It also brings in other provisions that affect how scrutiny committees work, including powers over the creation of joint committees.
- 3.4 More recently, The Localism Act 2011 consolidated the wide range of scrutiny legislation into a single place, largely unamended from previous legislation. This aims to increase local accountability and transparency of public services as well as enhancing the involvement of local service users.
- 3.5 All Overview and Scrutiny meetings are held in public session and attendance and involvement of the public is actively encouraged either via questions or suggestions for our work programme.

Main responsibilities of Overview and Scrutiny

3.6 The role of Overview and Scrutiny has five broad functions:

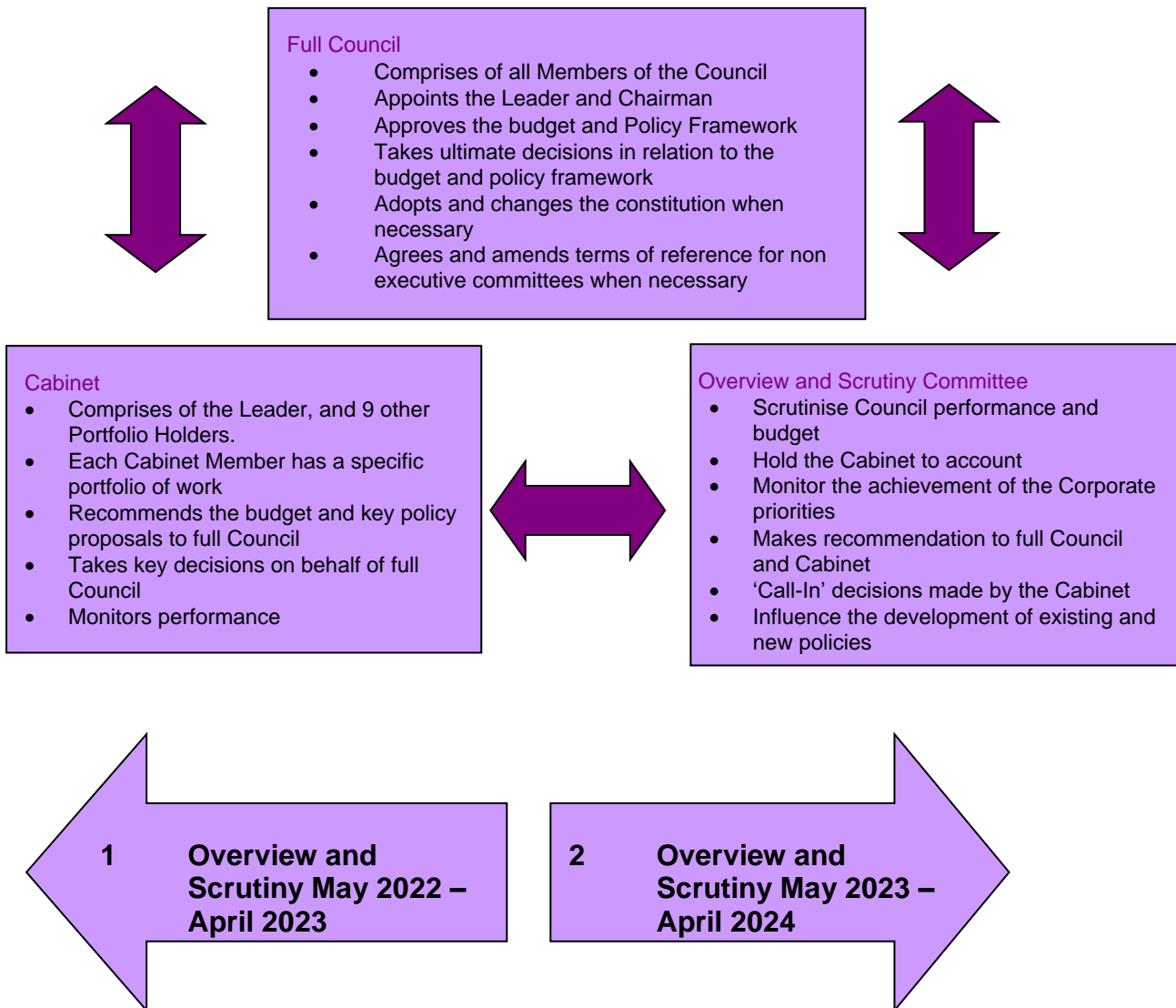
- Holding the Council's Executive and its statutory partners to account in the public interest. This enables more transparent and effective decision making.
- Supporting the development of effective policies and initiatives which have a beneficial impact on the community through policy overview and development.
- Contributing to continuous improvement in the delivery of the Council's corporate priorities.
- Having a positive impact on the work and outcomes of external agencies and providers of public services.
- Aiding Councillors in engaging with their communities and undertaking the role of community representatives and leaders.

Overview	Scrutiny
Advising on the development of policies.	Ensuring that the Council's policies have been effectively implemented by the Cabinet.
Recommending how the Council's corporate priorities can be delivered.	Helping to monitor and drive improvements within the Council's corporate priorities.
Bringing a wider perspective to problem solving.	Holding decision makers to account
Examining broader issues affecting local communities.	Ensuring all service providers within a local community are providing 'value for money'

Appointing Members onto Overview and Scrutiny

3.7 During 2022-2023, following a recommendation by the Leader of the Council, it was the responsibility of the full Council to appoint an Overview and Scrutiny Panel at their annual meeting in May. The Overview and Scrutiny Panel consisted of twelve members drawn from the political groups in the same proportion as they are represented on the Council as a whole.

Relationship between Overview and Scrutiny, Cabinet and Full Council



4 A BACKWARD LOOK TO 2022 - 2023

What the Overview and Scrutiny Panel achieved in 2022/2023

External advisors/partners

- 4.1 The panel looked at an array of different topic areas; most could be dealt with by drawing on the knowledge and expertise of Fenland District Council Councillors and Officers. However, sometimes there is a need to call in external advisors to help the panel with their knowledge and to provide a different vantage point.
- 4.2 As will be explained later, a greater emphasis has been placed on Local Authority scrutiny, of and with partner agencies. Fenland's Overview and Scrutiny Panel is already undertaking this partnership working in a positive spirit, demonstrating its collaborative approach. The table below highlights the external partners the Overview and Scrutiny Panel have already engaged with, when undertaking the scrutiny function during 2022/23:

Agenda item	External Advisor/Partner	Organisation
Public Health	Jyoti Atri Val Thomas	Public Health
Clarion Review	Sally Greetham Yvonne Ogden Dan Read John Ferman	Clarion Housing
Wisbech Rail Update	Tim Bellamy	Cambridgeshire and Peterborough Authority Combined
CPCA Growth Service and Impact on Economic Development in Fenland	Fliss Miller Jonathan Finley Rebecca Bekkenutte Richard Cuda Martin Johnson Gareth Preece Steve Clarke Nigel Parkinson Ed Colman	Cambridgeshire and Peterborough Authority Combined

- 4.3 As well as working with individual partners, the panel have also scrutinised other elements of partnership working through each of the respective corporate priority areas. The panel will continue with this successful approach during 2023/24.

How the work of Overview and Scrutiny is linked to the Council's corporate priorities

- 4.4 Fenland District Council's Business Plan is the vision for the future of Fenland, clearly setting out a series of priorities that will be the focus of the organisation for the next twelve-month period. To ensure these priorities are correct, deliver on targets and achieve outcomes, the Overview and Scrutiny work programme reflects the Council's priorities to ensure robust scrutiny in meaningful priority areas is achieved.
- 4.5 The table below illustrates how agenda items link in with Fenland's priorities:

C – Communities
 Env – Environment
 E – Economy
 QO – Quality Organisation

Topic/Issue	C	Env	E	QO
Progress against corporate priority: Communities				
Draft Overview and Scrutiny Annual Report 2021-22				
Public Health Presentation				
Local Government Ombudsman – Annual Review of Complaints				

Topic/Issue	C	Env	E	QO
Annual meeting with the Leader, Deputy Leader and Chief Executive				
Clarion Review				
Wisbech Rail Update				
Draft Business Plan 2023-2024				
Budget Report				
Fees and Charges 2023/24				
CPCA Growth Service and Impact on Economic Development in Fenland				
Progress against Corporate Priority - Economy				
Progress against Corporate Priority – Transformation and Communication				

5 Specific reviews undertaken in 2022- 2023

- 5.1 A cross-party Task and Finish Group was formed to review the current Corporate Performance Indicators to ensure that they enhance the Council's corporate priorities and are both measurable and achievable in nature.
- 5.2 The Task and Finish Group consisted of Councillors Booth, Connor and Miscandlon, with Councillors Hay and Wicks as substitutes. The Task and Finish Group met on four occasions and has reviewed the priorities of Environment, Economy and Quality Organisation but due to a combination of factors was unable to complete the review.
- 5.3 The Task and Finish Group still needs to review the Communities priority. Once this has been completed, a further meeting will be required to recap and review the previous discussion in relation to the other priorities.
- 5.4 The Task and Finish Group will continue during 2023-2024 with replacement members being appointed for those councillors who are no longer members of the Overview and Scrutiny Panel.
- 5.5 The Task and Finish Group will report its suggestions to the Overview and Scrutiny Panel at its meeting on 16 October 2023 to ensure that any resultant recommendations can be incorporated into the draft Business Plan for 2024/25.

6 Overview and Scrutiny Call – In

- 6.1 The Overview and Scrutiny Panel have the opportunity to scrutinise Executive decisions that have been made, but not implemented through the 'call-in' mechanism.

- 6.2 In accordance with the Council's constitution, decisions of the Executive or a Portfolio Holder decision are published within 3 working days. There is then a further 5 working day period prior to the implementation of the decision in which Members are able to call in the decision. If the necessary number of Members, either the Chairman or Vice Chairman of any panel, or any 3 members of the Overview and Scrutiny Panel or any 10 Members of the Council, ask for a decision to be called in for scrutiny, the Overview and Scrutiny Panel has to meet within 15 working days to consider the issue. Whilst this process takes its course, the decision taking process is suspended. If no call-in occurs, the decision is adopted.
- 6.3 If, having considered the decision, the Panel remains concerned about it, then it may refer it back to the decision-making person or body for reconsideration, setting out in writing the nature of its concerns or, in exceptional circumstances, refer the matter to full Council. If referred back, the decision maker shall then reconsider the matter within a further 10 working days and amend the decision or not, before adopting a final decision. If however the Panel decides not to refer the matter back, no further action is taken and the decision can take effect.
- 6.4 The call-in procedure does not apply where the decision being made by the Executive is deemed to be urgent i.e. where any delay likely to be caused by the call-in process would seriously prejudice the Council's or the public's interests. This should be clearly stated in the record of the decision. The Chairman of the Overview and Scrutiny Panel or in his/her absence the Chairman of the Council must agree that the decision proposed is reasonable in all the circumstances and to it being treated as a matter of urgency. Decisions taken as a matter of urgency must be reported to the next available meeting of the Overview and Scrutiny Panel together with the reasons for the urgency.
- 6.5 Because of the nature of the call-in procedure, it is generally recognised as a mechanism of last resort. Indeed Government guidance states that it would clearly be detrimental to efficient decision making if every individual decision of the Executive were called in for overview and scrutiny as a matter of course.
- 6.6 The call-in procedure is therefore utilised when other means of influencing decision making have failed. Fenland District Council did not utilise the call-in procedure at all during 2022/23. There were also no decisions taken by the Executive where the matter was deemed urgent during 2022/23.

7 A FORWARD LOOK TO 2023/2024

Fenland's Priorities

- 7.2 In Fenland's Business Plan 2023-2024 the Council's corporate priorities remain:
- Communities
 - Economy
 - Environment
 - Quality Organisation

- 7.3 It is important that the work of Overview and Scrutiny complements these priorities to ensure services are being delivered to highest quality and any scrutiny work adds value. In addition the current Business Plan outlines the fact that Cabinet members have selected a number of projects to contribute towards the 'Council for the Future' agenda. These projects have a variety of aims; from tackling areas of particular need within the district, to transforming services and the wider organisation sustainably to be fit for the future. The Overview and Scrutiny work programme will also be informed by the Council for the Future agenda.

What the Overview and Scrutiny Panel will achieve in 2023-2024

Strategic Priorities

- 7.4 We will aim to raise the profile of the Council's Overview and Scrutiny work by better communicating our successes. The Overview and Scrutiny Panel will continue to articulate recommendations associated with the work plan and monitor how effectively the recommendations have been received and endorsed by the associated decision-making bodies.

Work Programme

- 7.5 The Overview and Scrutiny work programme is a detailed programme that indicates the topics that the Overview and Scrutiny Panel will scrutinise. The work programme will be developed early in the new Council year setting out what the key areas of focus will be. Topics already identified for inclusion include:

- Progress on Corporate Priorities
- Road Safety Partnership
- Commercial Investment Strategy and Investment Board Update
- Overview and Scrutiny Annual Report
- Anglian Water
- Meeting with the Cambridgeshire and Peterborough Combined Authority Mayor

There will also be the continuation of the Task and Finish Group to review the Council's current Performance Indicators.

8 CONTACTS

- 8.1 Work of the Overview and Scrutiny Panel is enhanced by the involvement of Fenland residents, service users, our partners and local businesses as they bring an alternative perspective whilst also providing external challenge. If, therefore, you would like further details about any of the work mentioned in this report, or on how residents and partner organisations can contribute to the work of Overview and Scrutiny within Fenland we would very much welcome your input, please contact:

Linda Albon - Member Services Officer

lalbon@fenland.gov.uk

Amy Brown – Assistant Director

amybrown@fenland.gov.uk

This page is intentionally left blank

UPDATE ON PREVIOUS ACTIONS

REF	Date Requested	Question	Target Date
COMPLETED ACTONS			
Ongoing Actions Completed Since the O&S Meeting of 26 June 2023			
1.	26 06 23	Councillor Gerstner requested members be provided with a flowchart from ARP setting out their approach to enforcement.	Complete
		Member Services circulated via email on 27/06/23 the ARP flowchart to members of the O&S Panel explaining the Billing, Recovery and Enforcement Procedure.	
2.	26 06 23	Inspector Andy Morris stated he would share his direct contact details with members of the O&S Panel.	Complete
		Member Services circulated Inspector Morris's details via email on 28/06/23: MORRIS, Andrew 1855 Andrew.Morris@camb.police.uk	
ONGOING ACTIONS			
2.	05 12 22	Councillor Booth raised a query relating to 65 dwellings due to be built at Gaul Road that did not proceed. Response below: On 22 July 2021 a Full planning application was received for 65 dwellings on the site at York Lodge Gaul Rd March. The applicant was the developer not Clarion. Prior to the application being made no pre-application advice was sought from the District Council. However there had been two previous applications (both having some involvement by the developer), one withdrawn and one refused for reasons that included surface water drainage and lack of suitable access to the wider site and a flawed Transport Assessment. Officers are not aware of any preapplication advice sought from the County Council as Highway Authority or as Lead Local Flood Authority. Update At the meeting of 27/02/23 Councillor Booth raised his concern that information received from the Planning Team and Clarion was conflicting and he asked why the Planning Team update said there had not been a pre-application discussion when Clarion were insistent that they had been involved in pre-application discussions. Councillor Mason said that the item had been marked as complete but agreed that further investigation was needed for clarification. Nick Harding said he would	Ongoing

		<p>provide an answer by the end of the meeting.</p> <p>At the meeting on 26/06/23 Councillor Booth stated that he still believes there to be a disconnect between what Clarion and Planning are saying. He is still waiting for a response from Nick Harding.</p>	
1.	07.02.22	<p>Request to invite the Mayor of Cambridgeshire and Peterborough Combined Authority to attend a future meeting of O&S to discuss the levelling-up agenda for Fenland.</p> <p>Mayor Johnson was due to attend a meeting of the O&S Panel on 5 December 2022 but is now on a 3-month leave of absence. Arrangements were made for Cllr Anna Smith to attend instead but notification was received on 24 November that this was no longer possible due to other mayoral commitments. Future attendance to be arranged.</p> <p>Update 27 02 23: Cllr Smith is unavailable for O&S on 27 February 2023, but Member Services have been in discussion with the mayor’s office and a calendar appointment has been sent to Mayor Johnson in the anticipation that he would be able to attend, however his office has now declined that meeting and a meeting will need to be arranged in the new municipal year.</p> <p>UPDATE 26 06 23: New municipal year has commenced, with a new administration and the Mayor’s office will now be contacted again with a view to securing a visit from Mayor Johnson as soon as possible.</p> <p>UPDATE 19 09 23: Member Services contacted the Mayoral office on 26.06.23 to rearrange the visit of the Mayor. A response was received 18/07/23 as follows:</p> <p><i>The Mayor isn’t attending individual council meetings however, he is happy to attend members only briefing sessions (with Senior CPCA Officers) which is very similar to a meeting he had recently with South Cambs District Council. If you would like to accept, I will look at the Mayor’s availability or alternatively, if you would like to provide some dates for us to consider that would be helpful.</i></p> <p>Amy Brown will review this response with the Chair and CMT.</p>	Under review
WATCHING BRIEF ITEMS			
		None at present	

Overview and Scrutiny – Draft Work Programme 2023-2024

All Informal pre-meetings are held via Teams until further notice,
but Formal meetings will be held in the Council Chamber at Fenland Hall

Meeting Dates

<u>Agenda Despatch Due Date</u>	<u>Informal pre-meeting</u>			<u>Formal Overview & Scrutiny Meeting</u>	
	<u>Date</u>	<u>Time</u>	<u>Location</u>	<u>Date</u>	<u>Meeting</u>
6 October 2023	9 October 2023	2.00pm	Via Teams	16 October 2023	2.30pm
17 November 2023	20 November 2023	2.00pm	Via Teams	28 November 2023	2.30pm
5 January 2024	8 January 2024	2.00pm	Via Teams	15 January 2024	2.30pm
23 February 2024	27 February 2024	2.00pm	Via Teams	4 March 2024	2.30pm
5 April 2024	8 April 2024	2.00pm	Via Teams	15 April 2024	2.30pm

16 October 2023

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Annual Meeting with Leader and Chief Executive		Cllr Boden Paul Medd
	Local Government Ombudsman – Annual Review of Complaints		Cllr Tierney Peter Catchpole Dave Wright
	Progress of Corporate Priority – Environment	Environment	Cllr Mrs French Cllr Count Cllr Murphy Cllr Tierney Mark Mathews Annabel Tighe Garry Edwards Phil Hughes Dan Horn
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2023/24	All	Chairman Amy Brown

28 November 2023

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	North Cambridgeshire & Peterborough Care Partnership		John Rooke (guest presenter)
	Anglian Water	Environment	Cllr Murphy Anglian Water Contact: Rose Shisler (AW reps tbc)
	Task and Finish Group Update		Peter Catchpole Dave Wright Phil Hughes
	Matters arising – Update on previous actions	All	Amy Brown

	Future Work Programme 2023/24	All	Chairman Amy Brown

15 January 2024

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Draft Budget	Quality Organisation	Cabinet CMT
	Draft Business Plan	Quality Organisation	Cabinet CMT Dave Wright
	Fees and Charges 24/25	Quality Organisation	Councillor Boden Peter Catchpole Cabinet Mark Saunders
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2023/24	All	Chairman Amy Brown

4 March 2024

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Road Safety Partnership and Vision Zero - TBC	Communities	Cllr Wallwork Dan Horn Alan Boughen
	Progress of Corporate Priorities – Communities	Communities	Cllr Wallwork Dan Horn Phil Hughes Annabel Tighe

			Carol Pilson
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2023/24	All	Chairman Amy Brown

15 April 2024

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Update on CPCA Growth Service and impact on Economic Development in Fenland	Economy	Cllr Benney Peter Catchpole Simon Jackson Mark Greenwood Anna Goodall
	Progress in Delivering the Economy Corporate Objectives to include Planning 2023/24	Economy	Cllr Benney Cllr Seaton Cllr Laws Carol Pilson Dan Horn Anna Goodall Simon Jackson Head of Planning (tbc)
	Transformation & Communications Portfolio Holder update	Quality Organisation	Councillor Tierney Peter Catchpole David Wright
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2024/25	All	Chairman Amy Brown

New Municipal Year – Dates to be determined

TBC: June 2024

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Appointment of the Chairman and Vice-Chairman for the Municipal Year		
	Community Safety Partnership	Environment	Cllr Count Dan Horn Alan Boughen Police (tbc)
	Freedom Leisure Review	Communities	Cllr Wallwork Phil Hughes
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2023/24	All	Chairman Amy Brown

TBC July/September 2024

Time	Agenda Item	Fenland Corporate Priority	Portfolio Holder/ CMT/Officer/Guest
14.30 to 16.30 Meeting	Annual Review of Anglia Revenues Partnership	All	Cllr Mrs French Peter Catchpole Sam Anthony ARP representatives
	Commercial Investment Strategy and Investment Board Update	Economy	Cllr Boden Cllr Tierney Cllr Benney Paul Medd Peter Catchpole Dan Horn Anna Goodall Mark Saunders Adam Broadway Simon Machen
	O&S Annual Report	All	Chairman Amy Brown
	Matters arising – Update on previous actions	All	Amy Brown
	Future Work Programme 2023/24	All	Chairman Amy Brown

This page is intentionally left blank