

FORWARD PLAN OF KEY DECISIONS
(covering the period 1 March 2023 to 30 June 2023 at a minimum)

The Council's Forward Plan of Key Decisions sets out decisions that the Cabinet, Investment Board or an individual member of the Cabinet intends to take over (at least) the following four months, beginning with the first day of the month following publication of the plan. The plan will be updated and re-published each month and copies can be obtained from Fenland Hall, County Road, March, Cambs, PE15 8NQ - telephone March (01354) 622452.

Members of the public are entitled to obtain copies of the documents that will be relied upon when the decision is taken unless they are exempt within the meaning of the Local Government Acts. These documents will be published, wherever possible, on the Council's website (www.fenland.gov.uk) a number of days before the decision is due to be taken. Paper copies will be made available for inspection and purchase via the address and telephone number set out above

Please note that the decision dates are indicative and occasionally subject to change. Please contact Amy Brown, Head of Legal and Governance, on the above direct line if you wish to check the decision date for a particular item.

What is a Key Decision?

A Key Decision means an Executive decision (i.e. one taken by the Cabinet or an individual member of the Cabinet) which is likely to

- result in the authority incurring expenditure which is, or the making of savings which are, in excess of £100,000 either on its own or in partnership with other organisations; or
- be significant in terms of its effects on communities living or working in an area of the District comprising two or more wards.

The full definition of a Key Decision can be found in the Council's Constitution, which can be found on the Council's website.

Part 2 – Notice of Intention to take Decisions in Private

Whilst the majority of the business listed in this Pan will be open to the public to attend, there will be some business to be considered that contains, for example, confidential, commercially sensitive or personal information. In these circumstances, the meeting may be held in private and on the rare occasion this applies, notice will be given within Part 2 of this document.

For further information regarding the content and purpose of the Forward Plan and the associated decision-making process, please contact Amy Brown, Head of Legal and Governance, on 01354 622452 or abrown@fenland.gov.uk

PART 1 – FORWARD PLAN OF KEY DECISIONS

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
Proposed Operating Model - linked to Accommodation Review - KEY/13FEB23/01	Cabinet	16 Mar 2023		All relevant internal and external stakeholders.	Anna Goodall, Assistant Director agoodall@fenland.gov.uk	Report to Cabinet 16 March 2023

PART 1 - PREVIOUSLY ADVERTISED KEY DECISIONS

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
Acceptance of funding from Government for Changing Places work - March (1 disabled toilet) and Wisbech (2 disabled toilets) - (Value £160,000) - KEY/24MAR22/01	Portfolio Holder for Economic Growth				Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk	
Acceptance of £142,800 Grant Funding from Cambridgeshire & Peterborough Integrated Care System and approval of proposed expenditure - KEY/22JUN22/01	Portfolio Holder for Health		All Wards	All relevant internal and external stakeholders	Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk	N/A

<p>Extension to Variation of CNC Building Control Agreement - KEY/07JUN22/01 Recommendation to approve proposed extension of CNC Building Control Agreement to March 2023</p>	<p>Portfolio Holder</p>		<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>CNC Participating Authorities Agreement CNC Deed of Variation and Extension</p>
<p>Land Transfer – Wisbech and Chatteris - KEY/04AUG22/06 &07 Recommendation to consider options for the land transfer</p>				<p>All relevant internal and external stakeholders</p>		<p>Report to Cabinet 12 December 2022 Land valuation, legal and financial agreements and documentation.</p>
<p>March Market Place – construction - KEY/07DEC22/03 FDC to enter into a contract with Milestone to deliver the March Future High Street Fund Market place improvement works</p>	<p>Portfolio Holder for Social Mobility & Heritage</p>	<p>Before 31 Dec 2022</p>	<p>March Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Cabinet decision of January 2022</p>

<p>Recommendation to approve the one-year extension of the current contract for the provision of temporary agency workers via the procurement MSTAR3 framework. - KEY/20DEC22/02</p>	<p>Portfolio Holder for Finance</p>	<p>Before 31 Dec 2022</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Peter Catchpole, Corporate Director and Chief Finance Officer petercatchpole@fenland.gov.uk</p>	
<p>Replacement/Refurbishment of Waldersea Sidings Sewage Treatment Works - KEY/09DEC22/01 To approve the contract to undertake the detailed design and construction works for above Council owned, managed and operated asset.</p>	<p>Portfolio Holder for Economic Growth</p>	<p>20 Jan 2023</p>	<p>Elm & Christchurch</p>	<p>All relevant internal and external stakeholders.</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	<p>Returned Tender Submission (Returned Schedule of Prices is exempt as commercially sensitive data)</p>
<p>Energy Supply Contract 2024-2028 - KEY/27JAN23/01 Recommendation to renew energy supply contract with ESPO choosing from the options identified.</p>	<p>Cabinet</p>	<p>20 Feb 2023</p>	<p>All Wards</p>	<p>N/A</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	

<p>UK Shared Prosperity Fund (SPF) - KEY/20JAN23/01 To determine the final legal, financial and governance arrangements in relation to the administration of Fenland District Council's UKSPF allocation to include approval of the associated processes, decision making structures and grant funding agreements.</p>	<p>Cabinet</p>	<p>20 Feb 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Simon Jackson, Economic Growth Manager sjackson@fenland.gov.uk</p>	<p>Report to Cabinet 20 February 2023</p>
<p>Budget & Mid Term Financial Strategy 2023/24 - NONKEY/17JAN23/02</p>	<p>Council</p>	<p>20 Feb 2023</p>	<p>All Wards</p>			<p>Report to Council 20 February 2023</p>
<p>Business Plan 2023/24 - NONKEY/17JAN23/01</p>	<p>Council</p>	<p>20 Feb 2023</p>	<p>All Wards</p>			<p>Report to Full Council 20 February 2023</p>

<p>Local Authority Housing Fund - KEY/23JAN23/01</p> <p>Recommendation:</p> <ul style="list-style-type: none"> -To receive LA Housing Fund grant to purchase 9 properties for the purpose of housing for refugees. -To enter in the MOU with DLHUC for receiving the grant -Match fund the residual funding element for the 9 properties from either PWLB, Capital programme or S106 funding. <p>Delegated to IB members to approve.</p>	<p>Cabinet</p>	<p>20 Feb 2023</p>	<p>All Wards</p>		<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>Report to Cabinet 20 February 2023</p>
<p>Whittlesey – Growing Fenland Market town Funding from CPCA - KEY/07DEC22/04</p> <p>FDC to decide to accept Market Towns Funding from CPCA</p>	<p>Cabinet</p>	<p>20 Feb 2023</p>	<p>Whittlesey Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Cabinet Report and CPCA Board papers of 30 November 2022</p>

Public Spaces Protection Order - KEY/12JAN23/01 Recommendation to gate a passage in Wisbech as part of the implementation of the Safer Streets 4 community safety project	Cabinet	20 Feb 2023	Medworth (Wisbech)	All relevant internal and external stakeholders	Dan Horn, Assistant Director dhorn@fenland.gov.uk	Report to Cabinet 20 February 2023 Safer Streets 4 submission
Whittlesey – Growing Fenland Market town Funding from CPCA - KEY/07DEC22/06 Approval to appoint contractors to deliver additional solar PV for the Manor Leisure Centre	Cabinet	20 Feb 2023	Whittlesey Wards	All relevant internal and external stakeholders.	Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk	Cabinet Report of January 2023 Cabinet Decision notice of January Cabinet Report and CPCA Board papers of 30 November 2022 Solar pv Business Case
Whittlesey – Growing Fenland Market town Funding from CPCA - KEY/07DEC22/05 Decision to appoint consultants to deliver Strategic Outline Business Case re Whittlesey Relief Road	Portfolio Holder for Social Mobility & Heritage	Before 28 Feb 2023	Whittlesey Wards	All relevant internal and external stakeholders.	Wendy Otter, Transport Development Manager, Simon Machen, Interim Corporate Director smachen@fenland.gov.uk wotter@fenland.gov.uk	Initial Relief Road assessment report Cabinet Report of January 2023 Cabinet Decision notice of January 2023 Cabinet Report and CPCA Board papers of 30 November 2022

<p>Leisure Centres – additional Solar PV -KEY/07DEC22/07 Approval of contractor to fit additional solar PV to leisure centres</p>	<p>Portfolio Holder for Health</p>	<p>Before 28 Feb 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Solar pv Business Case Cabinet decision of November 2022 Cabinet Decision notice of 2022</p>
<p>Procurement of Wisbech Park Play Area Improvements - KEY/09DEC22/02 Decision to proceed with successful tenderer</p>	<p>Portfolio Holder for Environment</p>	<p>February 2023</p>	<p>Wisbech Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Cabinet Report and Procurement Documents</p>

<p>Fleet Tyre Supply, Fit and Maintenance Contract - KEY/26JAN23/01</p> <p>The Portfolio Holder for Environmental Services is requested to approve the appointment of Central Tyres Ltd via the Eastern Shires Purchasing Organisation (ESPO) framework 222 – Tyres and Related Services, as the tyre and related services supplier and mobile tyre fitter, to Fenland District Council.</p> <p>The current contract expires on 31 March 2023 and Central Tyres Ltd being a local employer of mobile tyre fitting staff are fully equipped to ensure consistent high quality, reliable and cost-effective service delivery.</p> <p>The total estimated cost of this contract is expected to be in the region of £110,000 over the two year contract term; which includes potential for a two year extension.</p>	<p>Portfolio Holder for Environment</p>	<p>6 Mar 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Mark Mathews, Head of Environmental Services mmathews@fenland.gov.uk</p>	<p>None</p>
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Recap Dry Recycling Tender, bulking, transportation, sorting and sale of dry recycling materials - KEY/10FEB23/01	Cabinet	16 Mar 2023	All Wards	All relevant internal and external stakeholders	Mark Mathews, Head of Environmental Services, Carol Pilson, Corporate Director and Monitoring Officer mmathews@fenland.gov.uk , cpilson@fenland.gov.uk	Report to Cabinet 16 March 2023
Fenland Transport Strategy - KEY/06JAN23/01 Ask Cabinet to note the public consultation feedback, the changes to the draft strategy and to adopt the latest version.	Cabinet	16 Mar 2023	All Wards	All relevant internal and external stakeholders.	Wendy Otter, Transport Development Manager wotter@fenland.gov.uk	Cabinet report for 16 May 2023 including the draft final Fenland Transport Strategy document. Cabinet Report of May 2022 supporting the draft strategy for public consultation

<p>Procurement of Cleaning Services - KEY/21DEC22/02</p> <p>Following a full tendering exercise under the Public Contract Regulations (2015) on our behalf and in collaboration with Cambridgeshire County Council, Fenland District Council wishes to award a contract to Atalian Servest for 3 years with a possible 1 year extension. Contract to start on 1st April 2023.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	<p>Returned Tender Submission</p> <p>However, Returned Schedule of Prices should be EXEMPT as this is commercially sensitive data.</p>
<p>Freedom Leisure - Energy Crisis Support 2023/24 - KEY/09DEC22/03</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Cabinet report of November 2022 Energy data from Freedom Leisure Cabinet Report</p>

<p>Renewal of Idox Software Application Support and Maintenance - KEY/09FEB23/01 Recommendation to approve contract renewal for a 3-year period under Crown Commercial Service direct award.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>		<p>All relevant internal and external stakeholders</p>	<p>Peter Catchpole, Corporate Director and Chief Finance Officer petercatchpole@fenland.gov.uk</p>	<p>Report to Cabinet 16 March 2023</p>
<p>Award of Gas Supply Contract KEY/04AUG22/04 Recommendation to award gas supply contract via ESPO for the period April 2023 to March 2027.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>		<p>All relevant internal and external stakeholders</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	<p>Procurement and tender information.</p>
<p>Wisbech Park – pavilion construction contract - KEY/07DEC22/01 Recommendation to approve FDC to enter a contract to build the Wisbech Park Pavilion</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>Wisbech Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Report to Cabinet</p>

<p>Procurement of Sewage Effluent Removal Services. - KEY/21DEC22/01 Recommendation to approve appointment of an external specialist provider to undertake the Councils sewage effluent removal services over a 3 year, plus an option to consider a 2 year extension, commencing 01 April 2023.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>All Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Mark Greenwood, Head of Property, Assets and Major Projects mgreenwood@fenland.gov.uk</p>	<p>Report to Cabinet 16 March 2023 Returned Tender Submission However, Returned Schedule of Prices should be EXEMPT as this is commercially sensitive data.</p>
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<p>Whittlesey Southern Relief Road SOBC - KEY/02FEB23/01 Ask Cabinet to confirm the Project Board and its terms of reference. To give delegated approval to the Cabinet member for Transport to award a contract following procurement, and to sign a grant agreement with CPCA to confirm the funding for the business case.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>Whittlesey Wards</p>	<p>Growing Fenland Whittlesey public consultation responses. CPCA Local Transport and Connectivity Plan consultation responses and Fenland Transport Strategy.</p>	<p>Wendy Otter, Transport Development Manager wotter@fenland.gov.uk</p>	<p>FDC Cabinet report for January 2020 adopting the Growing Fenland Whittlesey report. CPCA Board November 2022 confirming funding.</p>
<p>Extension of Home Improvement Agency contract by 1 year until 31/03/24 - KEY/07FEB23/01</p>	<p>Portfolio Holder for Housing</p>	<p>Before 31 Mar 2023</p>	<p>All Wards</p>	<p>N/A – exemption form signed with rationale for needing an additional year linked to feedback from aborted procurement process in 22/23</p>	<p>Dan Horn, Assistant Director dhorn@fenland.gov.uk</p>	<p>Procurement Exemption form</p>

<p>Acceptance of funding from Integrated Care System - KEY/17JAN23/02 Acceptance of funding from ICS to deliver fully funded project</p>	<p>Portfolio Holder for Health</p>	<p>Before 30 Apr 2023</p>	<p>Chatteris Wards; March Wards; Whittlesey Wards; Wisbech Wards</p>	<p>All relevant internal and external stakeholders.</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	
<p>Whittlesey Neighbourhood Planning Referendum - KEY/10JUN22/01 Recommendation to acknowledge the outcome of the Whittlesey Neighbourhood Planning Referendum and any potential associated impact on planning decisions in the area</p>	<p>Council</p>	<p>22 May 2023</p>	<p>Whittlesey Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Anna Goodall, Assistant Director agoodall@fenland.gov.uk</p>	<p>Reports to Cabinet and Council on 20 February 2023 Whittlesey Neighbourhood Plan</p>

PART 2 - NOTICE OF INTENTION TO TAKE DECISIONS IN PRIVATE

Decision	Decision Maker	Date of Decision (Approximate)	Wards	Who is to be Consulted and By What Means	Who to Respond to and By When	Background Documents
<p>Wisbech High Street Update (a recurring Cabinet item) - KEY/06SEP22/01 Recommendation to consider and approve options in relation to future development.</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>Wisbech Wards</p>	<p>All relevant internal and external stakeholders</p>	<p>Phil Hughes, Head of Leisure Services phughes@fenland.gov.uk</p>	<p>Previous Council Reports only at this stage.</p>
<p>Structural Concrete Repairs, Waterproofing, Surfacing and Expansion Joint Replacement Works – Wisbech Suspended Quay - KEY/20DEC22/01 Recommendation to approve the essential short-term repair works contract for the above Council owned and managed port marine asset</p>	<p>Cabinet</p>	<p>16 Mar 2023</p>	<p>Wisbech Wards</p>	<p>All relevant internal and external stakeholders to include the Port of Wisbech</p>	<p>Garry Edwards, Engineering Manager gedwards@fenland.gov.uk</p>	<p>Engineers Condition Report</p>

Procurement of Electric Sub-Station, Nene Waterfront Wisbech - KEY/10JUN22/04 Recommendation to approve the design, planning and tender of an electric sub-station to serve the Nene Waterfront development.

Investment Board

Clarkson (Wisbech)

N/A – Involves the likely disclosure of exempt information as defined in Paragraph 3 of Part 1 of Schedule 12A of the Local Government Act 1972 – information relating to the financial or business affairs of any particular person (including the authority holding the information)