

**POLICY AND RESOURCES CABINET COMMITTEE**

**Wednesday, 22nd April, 2015**

**10.00 am**

**Darent Room, Sessions House, County Hall, Maidstone**







## AGENDA

### POLICY AND RESOURCES CABINET COMMITTEE

**Wednesday, 22 April 2015, at 10.00 am**  
**Darent Room, Sessions House, County**  
**Hall, Maidstone**

Ask for: **Ann Hunter**  
Telephone: **03000 416287**

*Tea/Coffee will be available 15 minutes before the start of the meeting*

#### **Membership (14)**

Conservative (8): Mr A J King, MBE (Chairman), Miss S J Carey, Mr N J D Chard,  
Mr J A Davies, Mr R L H Long, TD, Mr S C Manion,  
Mr L B Ridings, MBE and Mrs P A V Stockell

UKIP (3) Mr J Elenor, Mr C P D Hoare and Mr R A Latchford, OBE

Labour (2) Mr D Smyth and Mr N S Thandi

Liberal Democrat (1): Mrs T Dean, MBE

#### **Webcasting Notice**

Please note: this meeting may be filmed for the live or subsequent broadcast via the Council's internet site or by any member of the public or press present. The Chairman will confirm if all or part of the meeting is to be filmed by the Council.

By entering into this room you are consenting to being filmed. If you do not wish to have your image captured please let the Clerk know immediately

#### **UNRESTRICTED ITEMS**

*(During these items the meeting is likely to be open to the public)*

#### **A - Committee Business**

A1 Introduction/Webcast announcement

- A2 Apologies and Substitutes  
To receive apologies for absence and notification of any substitutes present
- A3 Declarations of Interest by Members in items on the Agenda  
To receive any declarations of interest made by Members in relation to any matter on the agenda. Members are reminded to specify the agenda item number to which it refers and the nature of the interest being declared.
- A4 Minutes of the meeting held on 16 January 2015 (Pages 7 - 14)  
To consider and approve the minutes as a correct record.
- A5 Work Programme (Pages 15 - 18)  
To consider and agree the work programme for 2015

**B - Key or significant Cabinet Member Decision(s) for recommendation or endorsement**

- B1 Renewal Of Microsoft Enterprise Agreements (Pages 19 - 22)  
To consider and endorse or make recommendations to the Cabinet Member for Corporate and Democratic Services on the proposed decision to delegate to the Director of Infrastructure, the renewal of the Microsoft Enterprise Agreements, including the necessary contractual negotiations and enter into any subsequent necessary legal agreements

**C - Monitoring of Performance**

- C1 Performance Dashboard (Pages 23 - 36)  
To receive a report showing progress made against targets set for Key Performance Indicators
- C2 Financial Monitoring 2014-2015 (Pages 37 - 40)  
To receive a report setting out the third quarter's full budget monitoring report for 2014-15 reported to Cabinet on 23 March 2015 and short update for current monitoring position to be reported to Cabinet on 27 April 2015
- C3 Transformation Update - Verbal Update  
To receive a verbal update from the Director of Transformation and Commercial Services

**D - Other items for comment/recommendation to the Leader/Cabinet Member/Cabinet or officers**

- D1 Strategic and Corporate Services Directorate Business Plan (2015-2016) (Pages 41 - 118)  
To receive a report that outlines the draft Strategic and Corporate Services Directorate Business Plan (2015-16) for consideration and comment prior to publication online in May 2015

- D2 Risk Management - Strategic Risk Register (Pages 119 - 146)  
To receive a report that presents the strategic risks relating to the Strategic and Corporate Services Directorate, in addition to the risks featuring on the corporate risk register for which a Strategic and Corporate Services' Director is the designated 'Risk Owner'. The paper also explains the management process for review of key risks
- D3 Commercial Services Update (Pages 147 - 152)  
To receive a report outlining the changes to the governance and management structure of Commercial Services and its performance
- D4 Total Facilities Management - Contract Monitoring (Pages 153 - 158)  
To receive a report from the Cabinet Member for Corporate and Democratic Services on the Contract Management of the Total Facilities Management (TFM) Solution following the signing of the Mid Kent Contract with Amey, the West Kent Contract with Skanska, and the recent East Kent Contract with Kier
- D5 Legal Services' Evolution Efficiency Enterprise Update for Quarter 3 - 2014/15 (Pages 159 - 162)  
To receive a report that provides a further update on the extensive work continuing within Legal Services, as the *Evolution, Efficiency, Enterprise* project moves towards the end of its third and final year
- D6 Update on the Kent and Medway Armed Forces Community Covenant (Pages 163 - 184)  
To receive a report that provides an update on Community Covenant activity since the last report to the Committee in January 2014, including the implications for Kent of the Government's strategic changes to the armed forces and examples of initiatives undertaken to date

### **EXEMPT ITEMS**

*(At the time of preparing the agenda there were no exempt items. During any such items which may arise the meeting is likely NOT to be open to the public)*

Peter Sass  
Head of Democratic Services  
(01622) 694002

**Tuesday, 14 April 2015**