From: Peter Sass, Head of Democratic Services

To: Policy and Resources Cabinet Committee –1 July 2015

Subject: Work Programme 2015

Classification: Unrestricted

Past Pathway of Paper: None

### Future Pathway of Paper: Standard item

**Summary**: This report gives details of the proposed work programme for the Policy and Resources Cabinet Committee

**Recommendation**: The Policy and Resources Cabinet Committee is asked to consider and agree its work programme for 2015.

### 1. Introduction

- 1.1 The proposed Work Programme has been compiled from items on the Forthcoming Executive Decision List; from actions arising from previous meetings, and from topics identified at agenda setting meetings, held 6 weeks before each Cabinet Committee meeting in accordance with the Constitution and attended by the Chairman, Vice-Chairman and group spokesmen.
- 1.2 Whilst the Chairman, in consultation with the Cabinet Members, is responsible for the final selection of items for the agenda, this item gives all Members of the Cabinet Committee the opportunity to suggest amendments and additional agenda items where appropriate.

### 2. Terms of Reference

- 2.1 At its meeting held on 27 March 2014, the County Council agreed the following terms of reference for the Policy and Resources Cabinet Committee "To be responsible for those functions that fall within the Strategic and Corporate Services Directorate".
- 2.2 Further terms of reference can be found in the Constitution at Appendix 2 Part 4 paragraph 21 and these should also inform the suggestions made by Members for appropriate matters for consideration.

### 3. Work Programme 2015

3.1 An agenda setting meeting was held on 20 May 2015 at which items for this meeting's agenda were agreed. The Cabinet Committee is requested to consider and note the items within the proposed Work Programme, set out in appendix A to this report, and to suggest any additional topics that they wish to considered for inclusion on the agenda of future meetings.

3.3 When selecting future items the Cabinet Committee should give consideration to the contents of performance monitoring reports. Any 'for information' or briefing items will be sent to Members of the Cabinet Committee separately to the agenda or separate member briefings will be arranged where appropriate.

# 4. Conclusion

- 4.1 It is important for the Cabinet Committee process that the Committee takes ownership of its work programme to help the Cabinet Members to deliver informed and considered decisions. A regular report will be submitted to each meeting of the Cabinet Committee to give updates on requested topics and to seek suggestions for future items to be considered. This does not preclude Members making requests to the Chairman or the Democratic Services Officer between meetings for consideration.
- **5. Recommendation:** The Policy and Resources Cabinet Committee is asked to consider and agree its work programme for 2015.
- 6. Background Documents None.

7.

Contact details Report Author: Ann Hunter Principal Democratic Services Officer 01622 694703 ann.hunter@kent.gov.uk

Lead Officer: Peter Sass Head of Democratic Services 01622 694002 peter.sass@kent.gov.uk

## WORK PROGRAMME –2015 Policy and Resources Cabinet Committee

29 July 2015         A- Committee Business       • Work programme         B - Key or Significant Decisions for Recommendation       • Legal Services Procurement         C - Performance Monitoring       •         D - Other Items for comment/ recommendation       •         10 September 2015       •         A - Committee Business       •         B - Key or Significant Decisions for Recommendation or Endorsement       • Back Office Procurement • Customer Services Policy (including consultation results and feedback prior to decision) • Voluntary and Community Sector Policy – results of consultation or blater meetings to allow for detailed consideration of the proposed decision relating to Back Office Procurement)       • Performance Dashboards • Financial Monitoring • Vork programme • Spending Review/Emergency Budget for 2016/17 • Partnership Register • Update on delivery of Managed Print Services contract (G-montity updated or quested at P&R Cabinet Committee Business         D - Other Items for comment/ recommendation       • Work programme • Spending Review/Emergency Budget for 2016/17 • Partnership Register • Update on delivery of Managed Print Services contract (G-montity updated or quested at P&R Cabinet Committee Business • Work programme B - Key or Significant Decisions for Recommendation or Endorsement C - Performance Monitoring • Performance Dashboards • Financial Monitoring • Performance Dashboards • Financial Monitoring • Performance Dashboards • Financial Monitoring • Annual Equalities Report • Lessons learned from review of the consultation and engagement and equalities considerations within the key decision-making process	Agenda Section	Items
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