

From: Benjamin Watts, General Counsel

To: Environment and Transport Cabinet Committee on 31 January 2018

Subject: Work Programme 2018

Classification: Unrestricted

Past and Future Pathway of Paper: Standard agenda item

Summary: This report gives details of the proposed work programme for the Environment and Transport Cabinet Committee.

Recommendation: The Environment and Transport Cabinet Committee is asked to consider and agree its Work Programme for 2018.

1. Introduction

- 1.1 The proposed Work Programme, appended to the report, has been compiled from items in the Future Executive Decision List and from actions identified during the meetings and at agenda setting meetings, in accordance with the Constitution.
- 1.2 Whilst the Chairman, in consultation with the Cabinet Members, is responsible for the programme's fine tuning, this item gives all Members of this Cabinet Committee the opportunity to suggest amendments and additional agenda items where appropriate.

2. Work Programme 2018

- 2.1 The proposed Work Programme has been compiled from items in the Future Executive Decision List and from actions arising and from topics, within the remit of the functions of this Cabinet Committee, identified at the agenda setting meetings [Agenda setting meetings are held 6 weeks before a Cabinet Committee meeting, in accordance with the Constitution].
- 2.2 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 to be considered at future meetings, where appropriate.
- 2.3 The schedule of commissioning activity which falls within the remit of this Cabinet Committee will be included in the Work Programme and considered at future agenda setting meetings to support more effective forward agenda planning and allow Members to have oversight of significant services delivery decisions in advance.
- 2.4 When selecting future items, the Cabinet Committee should give consideration to the contents of performance monitoring reports. Any 'for information' items

will be sent to Members of the Cabinet Committee separately to the agenda and will not be discussed at the Cabinet Committee meetings.

- 2.5 In addition to the formal work programme, the Cabinet Member for Economic Development, the Chairman of the Cabinet Committee and other interested Members are intending to visit all district councils over the next two years starting with Dover, Dartford, Swale and Thanet.

3. Conclusion

- 3.1 It is vital for the Cabinet Committee process that the Committee takes ownership of its work programme to deliver informed and considered decisions. A regular report will be submitted to each meeting of the Cabinet Committee to give updates of 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 Environment and Transport Cabinet Committee is asked to consider and agree its Work Programme for 2018.

6. Background Documents: None

7. Contact details

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Environment and Transport Cabinet Committee - WORK PROGRAMME 2018

Item	Cabinet Committee to receive item
Portfolio Dashboard	At each meeting
Budget Consultation	Annually (November/December)
Final Draft Budget	Annually (January)
Annual Equality and Diversity Report	Annually (September)
Risk Register – Strategic Risk Register	Annually (March)
Winter Service Policy	Annually (September)
Directorate Business Plan	Annually (March)
Work Programme	At each meeting

Wednesday 31 January 2018				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
6	Kent Environment Strategy			Deferred from Nov to Jan
7	Country Parks Strategy Consultation	Key		Deferred from Nov to Jan
N/A	Maidstone Integrated Transport – Sutton Road/ Willington Street			Deferred from Nov to Jan Removed from Jan meeting – 19/01/2018
8	KCC response to the Department for Transport's 'Shaping the Future of England's Strategic Roads' consultation on Highways England's 'Strategic Road Network Initial Report'			
9	Approach to Highways Asset Management	Key		New to agenda
10	Agreement to manage and deliver the National Driver Offender Retraining Schemes for the Kent Police Driver Diversionary Partnership key decision	Key		New to agenda
11	Re-procurement of the Urban Grass, shrubs and hedges contract	Key		New to agenda
12	Planning, Highways, Transport and Waste Fees and Charges	Key		
13	2018/19 Medium Term Financial Plan			
14	2018/19 Financial Monitoring			
15	Work Programme (Standing Item)			

Tuesday 20 March 2018				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
6	Performance Dashboard			
7	Growth and Infrastructure Framework (17/00137)	Key	19/01/2018	Deferred from Jan to March
8	Public Rights of Way Access Improvement Plan			Deferred from Nov to Jan - agenda setting on 12/10/17. Then deferred from Jan to March - agenda setting on 05/12/2017.
9	DFT Major Road Consultation			
10	Pitch Allocation Policy for Gypsy and Traveller Service Change	Key	16/01/2018	Deferred from Jan to March
11	Tunbridge and Malling Transport Strategy			
12	HWRC Policy Changes			
13	Bus Services			
14	Risk Register			
15	Business Plan			
16	Work Programme (Standing Item)			

Tuesday 15 May 2018				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Work Programme (Standing Item)			

Friday 13 July 2018				
No.	Item	Key Decision	Date added to WP	Additional Comments
1	Intro/ Web announcement (Standing Item)			
2	Apologies and Subs (Standing Item)			
3	Declaration of Interest (Standing Item)			
4	Minutes (Standing Item)			
5	Verbal Update (Standing Item)			
	Work Programme (Standing Item)			

