

From: Benjamin Watts, General Counsel

To: Environment and Transport Cabinet Committee on 28th November 2018

Subject: Work Programme 2019 -2020

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 2018-2019.

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 2018/19

- 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

Report Author:
Georgina Little
Democratic Services Officer
03000 414043
Georgina.little@kent.gov.uk

Lead Officer:
Benjamin Watts
General Counsel
03000 410466
benjamin.watts@kent.gov.uk

Environment and Transport Cabinet Committee - WORK PROGRAMME 2018
Updated – 29.10.2018

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

Thursday 17 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)			
	17/00084 – A247 Sutton Road, Maidstone at its junction with Willington street			Deferred from Nov to Jan
	18/00037 - M2 Junction 5	Yes		Deferred from July to Sept Deferred from Sept to Nov Deferred from Nov to Jan
	17/00135 - Pitch Allocation Policy for Gypsy and Traveller Service Charge	Yes	16/01/2018	Deferred from Jan to March Deferred from March to May Deferred from May to July Deferred from July to September Deferred from Sept to November Deferred from November to January
	Kent County Council's Approach to Understanding Organised Crime Group management - Position Statement		16/02/2018	Deferred from March to May Deferred from May to July (05/04/18) Deferred from July to September Deferred from September to November May be deferred from Nov to Jan (TBC)

				after15/10/18)
	Charging for Waste	17/10/2018		Deferred from November to Jan 2019
	Thanet Parkway			Deferred from September to November Deferred from November to January
	Incentive Fund Asset Management Report		05/10/2018	Possibly defer to March 2019 (TBC)
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

Tuesday 19 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)			
	Work Programme (Standing Item)			
	EXEMPT			
	Contract Management (Standing Item)			

Items for Consideration that have not yet been allocated to a meeting

Minerals and Waste Local Plan (requested at the E&T CC on 15 May 2018)

A factual report on the progress of the Manston Airport Development Consent Order (requested at the E&T CC on 20 September 2018)

A progress report on the railroad ferry service into Ramsgate (requested at the E&T CC on 20 September 2018)