

**From:** Benjamin Watts, General Counsel

**To:** Growth, Economic Development and Communities Cabinet Committee  
– 7 March 2019

**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 Growth, Economic Development and Communities Cabinet Committee.

**Recommendation:** The Growth, Economic Development and Communities Cabinet Committee is asked to consider and agree its Work Programme for 2019/20.

## **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 2019 - 2020**

- 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 Growth, Economic Development and Communities Cabinet Committee is asked to consider and agree its Work Programme for 2019/20.

**6. Background Documents:** None

### **7. Contact details**

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**GROWTH, ECONOMIC DEVELOPMENT AND COMMUNITIES CABINET COMMITTEE  
WORK PROGRAMME 2019/20**

(Members agreed that the number of jobs being created through the work being undertaken in the reports presented to the Cabinet Committee should appear at the top of each report where appropriate)

| Item                                    | Cabinet Committee to receive item |
|---|-----------------------------------|
| Portfolio Dashboard                     | At each meeting                   |
| Final Draft Budget                      | Annually (January)                |
| Annual Equality and Diversity Report    | Annually (June/July)              |
| Risk Register – Strategic Risk Register | Annually (March)                  |
| Work Programme                          | At each meeting                   |
| Programme of Visits to Districts        | At each meeting                   |
| Regional Growth Fund Monitoring         | Bi-annual reporting               |

| 9 May 2019 |   |              |                  |                            |
|------------|---|--------------|------------------|----------------------------|
| No.        | Item  | Key Decision | Date added to WP | Additional Comments        |
| 1          | Intro/ Web announcement (Standing Item)                                   | NO           |                  |                            |
| 2          | Apologies and Subs (Standing Item)  | NO           |                  |                            |
| 3          | Declaration of Interest (Standing Item)                                   | NO           |                  |                            |
| 4          | Minutes (Standing Item)   | NO           |                  |                            |
| 5          | Verbal Update (Standing Item)   | NO           |                  |                            |
| 6          | Performance Dashboard (Standing Item)                                     | NO           |                  |                            |
| 7          | RGF Monitoring Report   | NO           |                  |                            |
| 8          | Energy and Low Emission Strategy  | NO           |                  |                            |
| 9          | Acting as a S106 enforcement body on behalf of local planning authorities | YES          |                  | Deferred from March to May |
| 10         | Work Programme (Standing Item)  | NO           |                  |                            |

| 26 June 2019 |  |              |                  |  |
|--------------|--|--------------|------------------|--|
| No.          | Item   | Key Decision | Date added to WP | Additional Comments  |
| 1            | Intro/ Web announcement (Standing Item)        | NO           |                  |  |
| 2            | Apologies and Subs (Standing Item)             | NO           |                  |  |
| 3            | Declaration of Interest (Standing Item)        | NO           |                  |  |
| 4            | Minutes (Standing Item)                        | NO           |                  |  |
| 5            | Verbal Update (Standing Item)                  | NO           |                  |  |
| 6            | Performance Dashboard (Standing Item)          | NO           |                  |  |
| 7            | Annual Equality and Diversity Report           | NO           |                  |  |
| 8            | District Visits Programme 2019 (Standing Item) | NO           |                  | Deferred from March and May due to postponed Ashford Visit |
| 9            | Work Programme (Standing Item)                 | NO           |                  |  |

| 13 September 2019 |  |              |                  |                     |
|-------------------|--|--------------|------------------|---------------------|
| No.               | Item   | Key Decision | Date added to WP | Additional Comments |
| 1                 | Intro/ Web announcement (Standing Item)        | NO           |                  |                     |
| 2                 | Apologies and Subs (Standing Item)             | NO           |                  |                     |
| 3                 | Declaration of Interest (Standing Item)        | NO           |                  |                     |
| 4                 | Minutes (Standing Item)                        | NO           |                  |                     |
| 5                 | Verbal Update (Standing Item)                  | NO           |                  |                     |
| 6                 | Performance Dashboard (Standing Item)          | NO           |                  |                     |
| 7                 | District Visits Programme 2019 (Standing Item) | NO           |                  |                     |
| 8                 | Work Programme (Standing Item)                 | NO           |                  |                     |

| 28 November 2019 |  |              |                  |                     |
|------------------|--|--------------|------------------|---------------------|
| No.              | Item   | Key Decision | Date added to WP | Additional Comments |
| 1                | Intro/ Web announcement (Standing Item)        | NO           |                  |                     |
| 2                | Apologies and Subs (Standing Item)             | NO           |                  |                     |
| 3                | Declaration of Interest (Standing Item)        | NO           |                  |                     |
| 4                | Minutes (Standing Item)                        | NO           |                  |                     |
| 5                | Verbal Update (Standing Item)                  | NO           |                  |                     |
| 6                | Performance Dashboard (Standing Item)          | NO           |                  |                     |
| 7                | District Visits Programme 2019 (Standing Item) | NO           |                  |                     |
| 8                | Work Programme (Standing Item)                 | NO           |                  |                     |

| 17 January 2020 |  |              |                  |                     |
|-----------------|--|--------------|------------------|---------------------|
| No.             | Item   | Key Decision | Date added to WP | Additional Comments |
| 1               | Intro/ Web announcement (Standing Item)        | NO           |                  |                     |
| 2               | Apologies and Subs (Standing Item)             | NO           |                  |                     |
| 3               | Declaration of Interest (Standing Item)        | NO           |                  |                     |
| 4               | Minutes (Standing Item)                        | NO           |                  |                     |
| 5               | Verbal Update (Standing Item)                  | NO           |                  |                     |
| 6               | Performance Dashboard (Standing Item)          | NO           |                  |                     |
| 7               | District Visits Programme 2019 (Standing Item) | NO           |                  |                     |
| 8               | Work Programme (Standing Item)                 | NO           |                  |                     |

| 10 March 2020 |  |              |                  |                     |
|---------------|--|--------------|------------------|---------------------|
| No.           | Item   | Key Decision | Date added to WP | Additional Comments |
| 1             | Intro/ Web announcement (Standing Item)        | NO           |                  |                     |
| 2             | Apologies and Subs (Standing Item)             | NO           |                  |                     |
| 3             | Declaration of Interest (Standing Item)        | NO           |                  |                     |
| 4             | Minutes (Standing Item)                        | NO           |                  |                     |
| 5             | Verbal Update (Standing Item)                  | NO           |                  |                     |
| 6             | Performance Dashboard (Standing Item)          | NO           |                  |                     |
| 7             | District Visits Programme 2019 (Standing Item) | NO           |                  |                     |
| 8             | Work Programme (Standing Item)                 | NO           |                  |                     |

| 8 May 2020 |  |              |                  |                     |
|------------|--|--------------|------------------|---------------------|
| No.        | Item   | Key Decision | Date added to WP | Additional Comments |
| 1          | Intro/ Web announcement (Standing Item)        | NO           |                  |                     |
| 2          | Apologies and Subs (Standing Item)             | NO           |                  |                     |
| 3          | Declaration of Interest (Standing Item)        | NO           |                  |                     |
| 4          | Minutes (Standing Item)                        | NO           |                  |                     |
| 5          | Verbal Update (Standing Item)                  | NO           |                  |                     |
| 6          | Performance Dashboard (Standing Item)          | NO           |                  |                     |
| 7          | District Visits Programme 2019 (Standing Item) |              |                  |                     |
| 8          | Work Programme (Standing Item)                 | NO           |                  |                     |

| Items for Consideration that have not yet been allocated to a meeting |  |
|---|--|
| 18/00048 - Turner Contemporary (TBC)                                  |  |
|   | Otterpool Garden Town  |
|   | Theme Park project on Swanscombe Peninsula – regular updates<br>(The London Resort Company Holdings (LRCH) regeneration project) |
|   | Ebbsfleet Development Corporation  |
|   | 18/00048 – Turner Contemporary   |
|   | 17/00047 Faversham Creek Swing Bridge  |
|   | Enterprise and Productivity Strategy (on-going)  |
|   | Apprenticeships and update on the Carillion Apprenticeship adoption grant  |
|   | South East Local Enterprise Partnership (SELEP's) Strategic economic plan  |