

Environment and Transport Cabinet Committee - WORK PROGRAMME 2020/21

Item	Cabinet Committee to receive item
Performance Dashboard	At each meeting
Work Programme	At each meeting
Budget Consultation	Annually (November/December)
Final Draft Budget	Annually (January)
Risk Register – Strategic Risk Register	Annually (March)
Annual Equality and Diversity Report	Annually (June/July)
Winter Service Policy	Annually (September)
Bus Feedback Portal update	Quarterly (every three months)
Strategic Delivery Plan Monitoring	Bi-Annual (every six months – November & May)

31 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	Bus Feedback Portal update (Quarterly)	NO		
8	Risk Register	NO		
9	Transport for the South East (TfSE) - Transport Strategy Consultation - response from KCC	YES		
10	Proposed Adoption of the Kent Downs AONB Management Plan 2019 – 2024	YES		
11	Energy and Low Emission Strategy	NO		
12	Kent Biodiversity Strategy	NO	23/09/2019	Deferred from Jan to March
13	Gypsy and Traveller Unauthorised Encampment Strategy	NO	22/08/2019	
14	Gypsy and Traveller Service Charges and Rent Setting Policy (key decision)	YES		
15	Gypsy and Traveller Service: Pitch allocation and site management Policy (key decision)	YES		
16	Update report on a range of emergency planning work outside of Brexit preparations	NO		
17	Work Programme (Standing Item)	NO		
	EXEMPT			
18	Contract Management (Standing Item)	NO		

14 May 2020				
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 (Standing Item)			
7	Strategic Delivery Plan Monitoring (Bi-Annual)			
8	Heritage Strategy		27/09/2019	Requested by Tom Marchant
9	Work Programme (Standing Item)			
	EXEMPT			
10	Contract Management (Standing Item)			

17 July 2020				
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 (Standing Item)			
7	Bus Feedback Portal update (Quarterly)			
8	Annual Equality and Diversity Report (Annual item)			
9	Work Programme (Standing Item)			
	EXEMPT			
10	Contract Management (Standing Item)			

15 September 2020				
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 (Standing Item)			
7	Winter Service Policy			
8	Work Programme (Standing Item)			
	EXEMPT			
9	Contract Management (Standing Item)			

12 November 2020				
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 (Standing Item)			
7	Bus Feedback Portal update (Quarterly)			
8	Strategic Delivery Plan (Bi-Annual)			
9	Budget Consultation (Annual)			
10	Work Programme (Standing Item)			
	EXEMPT			
11	Contract Management (Standing Item)			

12 January 2021				
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 (Standing Item)			
7	Work Programme (Standing Item)			
	EXEMPT			
8	Contract Management (Standing Item)			

18 March 2021				
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 (Standing Item)			
7	Bus Feedback Portal update (Quarterly)			
8	Work Programme (Standing Item)			
	EXEMPT			
9	Contract Management (Standing Item)			

Items for Consideration that have not yet been allocated to a meeting	
17/00084 – A247 Sutton Road, Maidstone at its junction with Willington street	
18/00037 - M2 Junction 5	
North West Maidstone Transfer Station	Requested at E&T Cabinet Committee on 16 July 2019.
Natural Capital	
Road Crossing Patrol Policy (Decision)	
Tunbridge Wells Transport Strategy	
Transport for South East (TfSE) - endorse TfSE proposal	Joe Ratcliffe has advised that due to the Secretary of State's letter informing TfSE that they cannot apply for statutory status at this time, there will be no final proposal in September. Return of paper to Cabinet Committee will depend on Government.
Update report on the North West Maidstone Transfer Station	Requested at E&TCC on 16 July 2019
Update report on Serious Organised Crime	Requested at E&TCC on 16 July 2019
Update report on Brexit	Requested at E&TCC on 16 July 2019
Gypsy and Traveller Service Charge and Rent Setting Policy (Decision)	(TBC)
Gypsy and Traveller: Pitch Allocation and Site Management Policy (Decision)	(TBC)
ADEPT – Live Labs (update report)	Requested at E&TCC on 10 October 2019
Brexit (update report)	Requested at E&TCC on 10 October 2019

