

## POLICY & RESOURCES CABINET COMMITTEE - WORK PROGRAMME 2021/22

<b>9 November 2021</b> * <i>this date is planned to stay the same</i>		
<ul style="list-style-type: none"> <li>Work Programme 2022</li> </ul>		
<ul style="list-style-type: none"> <li>Facilities Management Procurement Update</li> </ul>	Agreed at P&R CC on 29 July 2020 by Rebecca Spore. <i>Likely to be a key decision</i> (James Sanderson and Karen Ripley)	
<ul style="list-style-type: none"> <li>Covid Finance update – <i>at 13 July mtg request for more detailed listing of underspend/carry forward to allow comparison with previous years, and ongoing monitoring of impact of covid on KCC schools' finances</i></li> </ul>	Standing item to every meeting (Zena Cooke and Dave Shipton)	
<ul style="list-style-type: none"> <li>Civil Society Strategy</li> </ul>	Lydia Jackson / Sarah Nichols	Added 19 July 2021
<ul style="list-style-type: none"> <li>Digital Inclusion and Capability</li> </ul>	Sam Lain-Rose/David Whittle – to set out work going on around digital inclusion and capabilities and seek the committee's direction on the emerging strategy for this.	Added 13 July 2021 Moved from September agenda at the advice of Zena Cooke as it needs to go to CMM first.
<ul style="list-style-type: none"> <li>Annual Equality and Diversity Report</li> </ul>	Annual – standing item	Moved from September meeting
<ul style="list-style-type: none"> <li>Construction Partnership Framework – For Decision <i>incl update on framework requested at 13 July mtg</i></li> </ul>		Moved from September meeting
<ul style="list-style-type: none"> <li>Decision No. TBC – Proposed freehold acquisition of the school land (Simon Langton for Boys) how does this/does this relate to the Langton Lane decision item in July?</li> </ul>	Key Decision (Rebecca Spore)	Moved from September meeting
<ul style="list-style-type: none"> <li>Kent Connects Update</li> </ul>	Phil Murphy	Moved from September meeting
<b>21 January 2022</b> * <i>meeting dates are currently being reviewed – any revised dates will be confirmed as soon as possible</i>		

<ul style="list-style-type: none"> <li>Budget and Medium-Term Financial Plan</li> </ul>	Annual (Zena Cooke and Dave Shipton)	
<ul style="list-style-type: none"> <li>Covid Finance update – <i>at 13 July mtg request for more detailed listing of underspend/carry forward to allow comparison with previous years, and ongoing monitoring of impact of covid on KCC schools' finances</i></li> </ul>	Standing item to every meeting (Zena Cooke and Dave Shipton)	
<ul style="list-style-type: none"> <li>Strategic and Corporate Service Directorate Performance Dashboard - <i>at 13 July mtg request for future reports to incl a reason for any targets which have been lowered.</i></li> </ul>	Every other meeting (Rachel Kennard)	
<ul style="list-style-type: none"> <li>Update on SHQ Following discussion on 13 July, and before a key decision is made by cabinet in Jan/ Feb 22. <i>place high up agenda this time.</i></li> </ul>		Moved from September meeting
<ul style="list-style-type: none"> <li>Work Programme 2022</li> </ul>		
<b>23 March 2022 *</b>		
<ul style="list-style-type: none"> <li>Covid Finance update – <i>at 13 July mtg request for more detailed listing of underspend/carry forward to allow comparison with previous years, and ongoing monitoring of impact of covid on KCC schools' finances</i></li> </ul>	Standing item to every meeting (Zena Cooke and Dave Shipton)	
<ul style="list-style-type: none"> <li>Risk Management (Incl RAG ratings)</li> </ul>	Annual - Mark Scrivener	
<ul style="list-style-type: none"> <li>Contract Management Review Group update (Exempt)</li> </ul>	Bi-annual – standing item (Michael Bridger)	
<ul style="list-style-type: none"> <li>Work Programme 2022</li> </ul>		
<b>10 June 2022 *</b>		
<ul style="list-style-type: none"> <li>Strategic and Corporate Service Directorate Performance Dashboard - <i>at 13 July mtg request for future reports to incl a reason for any targets which have been lowered.</i></li> </ul>	Every other meeting (Rachel Kennard)	
<ul style="list-style-type: none"> <li>Covid Finance update – <i>at 13 July mtg request for more detailed listing of underspend/carry forward to allow comparison with previous years, and ongoing monitoring of impact of covid on KCC schools' finances</i></li> </ul>	Standing item to every meeting (Zena Cooke and Dave Shipton)	
<ul style="list-style-type: none"> <li>Work Programme 2022</li> </ul>		

**PATTERN OF REGULAR ITEMS** (this is the pattern in a 'normal' year – 2020/21 is different due to covid-19)

<b>JANUARY</b>	<b>Annual</b>	Draft Revenue and Capital Budget and Medium-Term Financial Plan	Zena Cooke Dave Shipton
	<b>Annual</b>	Implementation of the Armed Forces Covenant in Kent	Debra Exall
	<b>Six-monthly</b>	Total Facilities Management	Rebecca Spore
	<b>Quarterly</b> <b>TBC</b>	Covid Finance (as long as is needed) and then regular MTFP update – <i>will not need in Jan as well as Budget item?</i>	Zena Cooke Dave Shipton
	<b>Every other meeting</b>	Strategic and Corporate Service Directorate Performance Dashboard	David Whittle Rachel Kennard
<b>MARCH</b>	<b>Annual</b>	Risk Management (Including RAG ratings)	David Whittle Mark Scrivener
	<b>Annual</b>	Cyber Security	<i>Rebecca Spore?</i>
	<b>Six-monthly</b>	Contract Management Review Group update	Clare Maynard Michael Bridger
<b>MAY</b>	<b>Quarterly</b> <b>TBC</b>	Covid Finance (as long as is needed) and then regular MTFP update	Zena Cooke Dave Shipton
	<b>Every other meeting</b>	Strategic and Corporate Service Directorate Performance Dashboard	David Whittle Rachel Kennard
<b>JULY</b>			
<b>SEPTEMBER</b>	<b>Annual</b>	Annual Equality and Diversity Report	David Whittle
	<b>Six-monthly</b>	Contract Management Review Group update	Clare Maynard Michael Bridger

	<b>Six-monthly</b>	Total Facilities Management	Rebecca Spore
	<b>Quarterly</b> <b>TBC</b>	Covid Finance (as long as is needed) and then regular MTFP update	Zena Cooke Dave Shipton
	<b>Every other meeting</b>	Strategic and Corporate Service Directorate Performance Dashboard	David Whittle Rachel Kennard
<b>DECEMBER</b>			