

## POLICY AND RESOURCES CABINET COMMITTEE - WORK PROGRAMME 2023-24

<b>4 July 2023 – 2 pm – agenda setting 18 May at 3.00 pm (online)</b>		
• <b>Contract Management Review Group update</b>	Clare Maynard Chris Wimhurst	<i>Regular item</i>
• <b>Property Accommodation Strategy - Strategic Headquarters</b>	Rebecca Spore James Sanderson Karen Frearson Simon Dodd	<i>Decision report Moved from March</i>
• <b>Regular Medium Term Financial Plan (MTFP) update including update on Budget Consultation</b>	Zena Cooke Dave Shipton	<i>Regular item – every other meeting</i>
• <b>Proposals regarding the Afghan Resettlement and United Kingdom Resettlement Schemes</b>	David Whittle David Cockburn Michael Thomas-Sam Chris Grosskopf	<i>Key decision</i>
• <b>Enterprise Business Capability</b>	Lisa Gannon	<i>Key decision</i>
• <b>Commissioning of legal services, incl full costings report on changes</b>	Ben Watts	<i>Requested at 23 November mtg Moved from March</i>
• <b>Work Programme 2023</b>		
<b>19 September 2023 – 10am agenda setting 2 October at 2.00pm (online)</b>		
• <b>Contract Management Review Group update</b>	Clare Maynard Chris Wimhurst	<i>Six-monthly item</i>
• <b>Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department</b>	David Whittle Rachel Kennard	<i>Regular item</i>
• <b>Work Programme 2023</b>		

<b>22 November 2023 – 2 pm - agenda setting 2 October at 2.00pm (online)</b>		
• Annual Equality and Diversity Report (in 2022 moved to January)	David Whittle	Annual item
• Facilities Management update	Rebecca Spore	Six-monthly item
• Regular Medium Term Financial Plan (MTFP) update	Zena Cooke Dave Shipton	Regular item
• Kent Public Service Network (KPSN)	Lisa Gannon Stuart Cockett	<i>Regular item Moved from March</i>
• Disposal of Former Rosemary Centre, High Road, Dartford, DA2 7DP	Rebecca Spore Karen Frearson Hugh D'Alton	<i>Key Decision Moved from March</i>
• Work Programme 2023		
<b>17 January 2024 – 10am agenda setting 27 November at 3.00pm (online)</b>		
• Draft Revenue and Capital Budget and Medium-Term Financial Plan	Zena Cooke Dave Shipton	Annual item
• Implementation of the Armed Forces Covenant in Kent	Tim Woolmer	Annual item
• Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Rachel Kennard	Regular item
• Work Programme 2023		
<b>13 March 2024 – 10am agenda setting 29 January at 2.00pm (online)</b>		
• Update on Asset Management Plan	Karen Frearson Mark Cheverton	<i>Moved to 2024 due to new Facilities Management arrangements. (frequency thereafter to be confirmed)</i>
• Risk Management (Including RAG ratings)	David Whittle	Annual item

	Mark Scrivener	
• <b>Cyber Security</b>	Lisa Gannon	<i>Annual item</i>
• <b>Contract Management Review Group update</b>	Clare Maynard Chris Wimhurst	<i>Six-monthly item</i>
• <b>Regular Medium Term Financial Plan (MTFP) update</b>	Zena Cooke Dave Shipton	<i>Regular item</i>
• <b>Facilities Management update (bi-annual)</b>	Rebecca Spore	<i>Regular item</i>
• <b>Work Programme 2023</b>		
<b>15 May 2024 – 10am – agenda setting 20 March at 2.00 pm (online)</b>		
• <b>Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department</b>	David Whittle Rachel Kennard	<i>Regular item</i>
• <b>Kent Partnerships Update - Kent Estates Partnership (KEP) and Kent Connects</b>	Rebecca Spore Phil Murphy Julie Johnson	<i>Regular item</i>
• <b>Facilities Management update (bi-annual)</b>	Rebecca Spore	<i>Regular item</i>
• <b>Work Programme 2023</b>		
<b>10 July 2024 – 2pm – agenda setting 22 May at 11.00am (online)</b>		
• <b>Regular Medium Term Financial Plan (MTFP) update</b>	Zena Cooke	<i>Regular item</i>
• <b>Work Programme 2023</b>		

## PATTERN OF REGULAR ITEMS

<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	Tim Woolmer
	<b>Every other meeting</b>	Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Rachel Kennard
<b>MARCH</b>	<b>Annual</b>	Risk Management (Including RAG ratings)	David Whittle Mark Scrivener
	<b>Annual</b>	Cyber Security	Lisa Gannon
	<b>Six-monthly</b>	Contract Management Review Group update	Clare Maynard Chris Wimhurst
	<b>Every other meeting</b>	Regular Medium Term Financial Plan (MTFP) update	Zena Cooke Dave Shipton
<b>MAY</b>	<b>Annual</b>	Kent Partnerships Update - Kent Estates Partnership (KEP) and Kent Connects	Rebecca Spore Phil Murphy Julie Johnson
	<b>Six-monthly</b>	Facilities Management update	Rebecca Spore
	<b>Every other meeting</b>	Performance Dashboard for the Chief Executive's Department and Deputy Chief Executive's Department	David Whittle Rachel Kennard
<b>JULY</b>	<b>Every other meeting</b>	Regular Medium Term Financial Plan (MTFP) update	Zena Cooke Dave Shipton
<b>SEPTEMBER</b>	<b>Six-monthly</b>	Contract Management Review Group update	Clare Maynard Chris Wimhurst
	<b>Every other</b>	Performance Dashboard for the Chief Executive's Department and	David Whittle

	<b>meeting</b>	Deputy Chief Executive's Department	Rachel Kennard
<b>NOVEMBER/ DECEMBER</b>	<b>Annual</b>	Annual Equality and Diversity Report (in 2022 moved to January)	David Whittle
	<b>Six-monthly</b>	Facilities Management update	Rebecca Spore
	<b>Every other meeting</b>	Regular Medium Term Financial Plan (MTFP) update	Zena Cooke Dave Shipton