

From: Peter Oakford, Deputy Leader and Cabinet Member for Finance, Corporate and Traded Services
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To: Policy and Resources Cabinet Committee – 11 September 2020

Subject: **Decisions Summary Report – For Information**

Classification: Unrestricted

Previous Pathway of Paper: N/A

Future Pathway of Paper: None

Electoral Division: All

Summary: This information report summarises the decisions taken by the Cabinet Member for Finance, Corporate and Traded Services during the temporary suspension of Cabinet Committee meetings during the COVID19 pandemic.

Recommendation(s): The Policy & Resources Cabinet Committee is asked to **NOTE** the report.

1. Introduction

- 1.1 In the absence of Cabinet Committees, revised arrangements were put in place for taking key decisions remotely.
- 1.2 To ensure Members were engaged with decision-making, the new arrangements included a Pre-PROD (Proposed Record of Decision) stage in addition to existing decision-making stages.
- 1.3 Following publication of the Forthcoming Executive Decisions summary on the KCC website, under the Pre-PROD stage, a confidential draft decision report and PROD was emailed to relevant Cabinet Committee members asking for comments and questions. Any feedback would be shared with the Cabinet Member for consideration.
- 1.4 The final draft decision report and PROD was then published on the KCC website and emailed to relevant Cabinet Committee members asking again for comments and questions to be shared with the Cabinet Member for consideration before the Record of Decision was published. Once published, the decision was subject to a call-in period of five working days before it could be implemented. This is in-line with the decision-making procedures as set out in the KCC Constitution.

1.5 In April, the government passed emergency legislation which allowed local authorities to hold virtual meetings. After testing technology to ensure the meetings could run smoothly, Cabinet Committee briefings were organised for June. The Adult Social Care Cabinet Committee briefing was held on 5 June 2020 when a summary of decisions taken or in progress was reported.

2. Decision Summary

2.1 Following further consideration of the governance and meeting arrangements by the Monitoring Officer, formal Cabinet Committee meetings have resumed from 1 July 2020.

2.2 In the period that the Cabinet Committee was suspended the following decisions have been taken:

20/00019 - Dartford Youth Centre Decision was taken on 30 June 2020
20/00035 - The emergency purchase of bulk personal protective equipment (PPE) Decision was taken on 1 April 2020
20/00048 - COVID 19 Rent Management Decision was taken on 4 May 2020
20/00050 - Continued bulk purchase of Personal Protective Equipment (PPE) Decision was taken on 29 April 2020
20/00054 - Extension of TFM contract Decision was taken on 30 June 2020
20/00055 - Disposal of land south of Four Elms, Sevenoaks Decision was taken on 8 July 2020
20/00056 - Capital Construction Programme - Delay costs to projects as a result of COVID-19 Decision was taken on 1 June 2020
20/00057 - Microsoft 365 licensing agreement (s) contract award Decision was taken on 24 June 2020

3. Recommendation

3.1 Recommendation: The Policy & Resources Cabinet Committee is asked to **NOTE** the report.

4. Background Documents

20/00019 - Dartford Youth Centre

<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2363>

20/00035 - The emergency purchase of bulk Personal Protective Equipment (PPE)
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2332>

20/00050 - Continued bulk purchase of Personal Protective Equipment (PPE)
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2342>

20/00048 - COVID19 - Rent Management Policy
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2343>

20/00054 - Extension of TFM contract
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2362>

20/00055 - Disposal of Land South of Four Elms Sevenoaks
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2365>

20/00056 - Capital Construction Programme - Delay costs to projects as a result of COVID-19
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2352>

20/00057 - Microsoft 365 licensing agreement (s) contract award
<https://democracy.kent.gov.uk/ieDecisionDetails.aspx?ID=2361>

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