

**Work Programme  
Business Support Overview and Scrutiny Committee**

**Policy framework documents: Council Plan, Sustainable Community Strategy and  
Gambling Policy Statement**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
Council Plan monitoring 2012/2013 – quarter 3	Performance reviews	Chris White, Research and Review Team	To consider the quarter three Council Plan monitoring report for 2012/2013	3 April 2013
Capital budget monitoring 2012/2013 – quarter 3	Budget monitoring	Mick Hayward, Chief Finance Officer	This report presents the capital budget monitoring to December 2012	3 April 2013
Portfolio Holder for Finance	Holding to account		To question the portfolio holder on performance against council targets in his portfolio as they relate to this Committee.	3 April 2013
Programme of in-depth reviews for 2013/2014	Other	Julie Keith, Head of Democratic Services	To consider and agree a programme of in-depth reviews for the period July 2013 – December 2014	3 April 2013
Revenue budget monitoring 2012/2013 – quarter 3	Budget monitoring	Mick Hayward, Chief Finance Officer	This report presents the revenue budget monitoring to December 2012	3 April 2013
Six month review of Corporate Risk Register	Pre-decision scrutiny	Joy Kirby, Business Quality Assurance Manager	To consider the six month update of the Corporate Risk Register	3 April 2013
Six month review of Fair Access to Credit task group report	Policy development	Gavin Stedman, Commercial Services Manager	To consider a six month update of the agreed recommendations from the task group review	3 April 2013

Item	Work type	Responsible officer	Objectives	Timescale
Update on discussions with Gambling Commission	Other	Perry Holmes, Assistant Director Legal and Corporate Services	The committee requested an update on the discussions held with the Gambling Commission following a decision made at a previous meeting on 6 December 2012	June 2013
Council Plan year end 2012/2013	Performance reviews	Chris White, Research and Review Team	To consider the year end Council Plan report for 2012/2013	Summer 2013
Electronic access to committee papers	Other	Stephanie Goad, Assistant Director Communications, Performance and Partnerships	The committee requested on 6 December 2012 that officers report the business case for electronic access to committee papers	To be confirmed
List of Assets of Community Value	Other		A report was requested on 21 June on the Community Asset List	To be confirmed

**Forthcoming meetings:**

2013: 3 April

**Work completed in 2012/13:**21 June 2012

- Member's item: disposal of King Street car park, Rochester
- Localism Act 2011
- Council Plan – year end report 2011/2012

8 August 2012

- Attendance of Portfolio Holder for Housing and Community Services
- Attendance of Portfolio Holder for Corporate Services
- Report from in-depth task group on "Fair Access to Credit"
- Council Plan monitoring 2012/2013 – Quarter 1
- Revenue budget monitoring 2012/2013 – Quarter 1
- Capital budget monitoring 2012/2013 – Quarter 1

25 September 2012

- Annual review of Risk Management Strategy and six month review of the Council's Corporate Business Risk Register
- Localising support for Council Tax
- Medium Term Financial Plan 2013-2016

6 December 2012

- Draft budget proposals for 2013/2014
- Council Plan monitoring 2012/2013 – quarter 2
- Capital budget monitoring 2012/2013 – quarter 2
- Portfolio Holder for Community Safety and Customer Contact
- Revenue budget monitoring 2012/2013 – quarter 2
- Treasury Management Strategy – mid year report 2012/2013
- Review of the Overview and Scrutiny function in Medway and e-petitions
- Outcome of consultation on updated Gambling Statement of Policy

7 February 2013

- Draft budget proposals for 2013/2014 – responses from other Overview and Scrutiny Committees
- Draft Council Plan 2013 – 2016
- Attendance of the Leader for Democracy and Governance
- Treasury Management Strategy 2013/2014
- Update on Member training course of Health and Safety