

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

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

Item	Work type	Responsible officer	Objectives
2 FEBRUARY 2016			
Council Plan Review	Performance Reviews	Assistant Director Communications Performance & Partnerships Corporate Performance & Intelligence Manager	The report will set out the proposed refreshed targets and projects prior to consideration by Cabinet and full Council
Draft revenue and capital budgets 2016/2017	Budget and Policy Framework	Chief Finance Officer	To scrutinise the draft revenue and capital budgets 2016/2017
Draft revenue and capital budgets 2016/2017 (report back from Overview and Scrutiny Committee)	Budget and Policy Framework	Chief Finance Officer	Comments and recommendations of all OSCs on the initial budget plan for 2016/17 Proposed by Cabinet.
Housing Revenue Account – Revenue and Capital Budgets 2016/17 and Business Plan	Budget and Policy Framework	Chief Finance Officer/Head of Housing Management	This report presents the HRA capital and revenue budgets for 2016/17 and provides details of proposed rent and service charge levels for 2016/17.

Appendix 1

Item	Work type	Responsible officer	Objectives
Welfare Reform – Six monthly Update	Policy Development	Chief Finance Officer	Agreed by the Committee at its meeting on 26 August 2014 and also six monthly reviews thereafter.
Deputy Leader and Portfolio Holder for Housing and Community Services in attendance	Holding to account	Councillor Doe	To hold the Deputy Leader and Portfolio Holder for Housing and Community Services to account on performance against his portfolio.
Report from Housing Task Group	Policy Development	Assistant Director Legal & Corporate Services	To consider the draft report from the Housing Task Group
Portfolio Holder for Business Management	Holding to account	Councillor Turpin	To hold the Portfolio Holder for Business Management to account on performance against his portfolio
14 APRIL 2016			
Council Plan Performance Monitoring Quarter 3 2015/16	Performance Reviews	Assistant Director Communications Performance & Partnerships Corporate Performance & Intelligence Manager	To scrutinise the Council Plan monitoring report for quarter 3.
Capital and Revenue Budget Monitoring Round 3	Performance Reviews	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 3
6 Monthly Review of the Council's Corporate Risk Register	Other	Director Regeneration Community & Culture	To scrutinise the 6 monthly review of the Council's Corporate Risk Register.

Appendix 1

Item	Work type	Responsible officer	Objectives
Leader of the Council in attendance	Holding to account	Councillor Jarrett	To hold the Leader to account on performance against his portfolio
Portfolio Holder for Resources in attendance	Holding to account	Councillor Gulvin	To hold the Portfolio Holder for Resources to account on performance against his portfolio
DATE TO BE DETERMINED			
Government Consultation on changes to rules for cremations	Other	Director Regeneration Community & Culture	To consider and comment on a Government consultation

Work completed in 2015/16:

25 June 2015:

- Update on Joint Venture with NORSE Quarter 3 2014/15
- Procurement Strategy
- Topics for In Depth Scrutiny Reviews – Priorities and Timetable

13 August 2015:

- Welfare Reform – Six monthly Update
- Council Plan Performance Monitoring Quarter 4 2014/15
- Medway Adult Learning OFSTED Report

8 October 2015:

- Annual Review of the Risk Management Strategy and Six
- Monthly Review of the Council's Corporate Business Risk Register
- Council Plan Quarter 1 2015/16 Performance Monitoring
- Gambling Act 2005 – Review of Council Statement of Gambling Policy
- Procurement Strategy
- Draft Medium Term Financial Plan 2015/2020
- Capital Budget Monitoring 2015/16 - Quarter 1
- Revenue Budget Monitoring 2015/16 - Quarter 1
- Localising Support for Council Tax