



BUSINESS SUPPORT OVERVIEW & SCRUTINY COMMITTEE

30 JANUARY 2018

WORK PROGRAMME

Report from: Perry Holmes, Chief Legal Officer

Author: Michael Turner, Democratic Services Officer

Summary

This report advises Members of the current work programme and allows them to adjust it in the light of latest priorities, issues and circumstances. It gives Members the opportunity to shape and direct the Committee's activities over the year.

1.0 Budget and Policy Framework

1.1 Under Chapter 4 – Rules, paragraph 21.1 (xv) General terms of reference, each overview and scrutiny committee has the responsibility for setting its own work programme.

2.0 Background

2.1 Appendix 1 to this report sets out the existing work programme for this Committee. One of the Committee's' functions is to provide guidance and leadership on the development and co-ordination of the scrutiny function for all Overview and Scrutiny Committees. Appendix 2 sets out the work programmes for the other Overview and Scrutiny Committees.

3.0 Agenda Planning Meeting

3.1 Members will be aware that Overview and Scrutiny Committees hold agenda planning meetings on a regular basis. These give officers guidance on information Members wish them to provide when scrutinising an issue.

3.2 An agenda planning meeting was held on 8 January. The Chairman, Vice-Chairman and the Opposition Spokespersons were in attendance and were updated on the Committee's current work programme and advised of the reports to be submitted to this meeting. Members recommended that the following items be added to the work programme:

a) Consultation on proposals for changes to Gaming Machines and Social Responsibility Measures – Government response

3.2.1 On 31 October, the Government published a [consultation](#) that covered proposals relating to:

- Maximum stakes and prizes for all categories of gaming machines permitted under the Gambling Act 2005;
- Social responsibility measures for the industry as a whole to minimise the risk of gambling-related harm, including on gambling advertising, online gambling, gaming machines and research, education and treatment.

3.2.2 After consultation with Members, officers submitted a response to the consultation.

3.2.3 The consultation will close on 23 January 2018, following which the Government will consider its final proposals. Members have asked that a report come to the Committee setting out the Government's response.

b) Rochester Community Governance Review

3.2.4 Council on 25 January will consider the outcome of the Community Governance Review into the establishment of Rochester Town Council. Noting that such reviews happen infrequently, Members considered it would be useful for the Committee to review the process.

c) House of Commons Communities and Local Government Committee: Publication of report into effectiveness of local overview and scrutiny committees

3.2.5 At the April 2017 meeting of the Committee it was reported that the Communities and Local Government Committee had begun an inquiry into whether overview and scrutiny arrangements in England were working effectively and whether local communities were able to contribute to and monitor the work of their councils.

3.2.6 Following consultation with Members, officers submitted a [response](#) on behalf of the Council to the questions raised by the Select Committee.

3.2.7 The final [report](#) of the CLG Committee has now been published. The report contains a number of recommendations and officers will produce a report for the Committee which sets out comments on each of the recommendations in due course, coinciding with the timing of any Government response to the findings of the CLG Committee.

d) Update on Medway Norse

3.2.8 The Committee received an update on Medway Norse at its last meeting. Ian Price, Managing Director of Medway Norse, was unable to attend that meeting. As Ian will be leaving his position as Managing Director on 31

January, he has asked to come to the 30 January meeting to give a final update on Medway Norse. Members at the agenda planning meeting welcomed this request.

4.0 Forward Plan

4.1 The Forward Plan of forthcoming Cabinet decisions is published on the Council's website at:

<https://democracy.medway.gov.uk/mgListPlanItems.aspx?PlanId=299&RP=115>

4.2 Set out below is a list of items featuring on the current Forward Plan that fall within the terms of reference of the Business Support Overview and Scrutiny Committee. The Committee is asked to identify any items it wishes to consider as pre-decision scrutiny (where dates permit) other than those already programmed in Appendix 1.

Title of Decision	Anticipated Decision Date
<p>Recruitment Freeze</p> <p>This report will bring forward vacant posts for Members' approval.</p>	<p>6 February, 6 March 10 April and 15 May 2018</p>
<p>Provisional Local Government Settlement</p> <p>This report will provide Cabinet with details of the provisional local government settlement announced by Government, as part of the budget setting process.</p>	<p>16 January 2018</p>
<p>Capital and Revenue Budget Monitoring 2017/2018 - Quarter 3</p> <p>This report will set out the latest monitoring position.</p>	<p>6 February 2018</p> <p><i>(on work programme for April mtg)</i></p>
<p>Council Plan Refresh</p> <p>This report will set out an annual review of the Council Plan 2016/17 – 2020/21, including the consideration of any comments from the Business Support Overview and Scrutiny Committee (30 January 2018), prior to final consideration at Council on 22 February 2018.</p>	<p>6 February 2018</p> <p><i>(on work programme for January mtg)</i></p>
<p>Housing Revenue Account Capital and Revenue Budgets 2018/2019</p> <p>This report will present the Housing Revenue Account (HRA) capital and revenue budgets for 2018/19 and provides details of proposed rent and service charges</p>	<p>6 February 2018</p> <p><i>(on work programme for January mtg)</i></p>

<p>levels for 2018/19, including the comments of the Business Support Overview and Scrutiny Committee, which is scheduled to consider this matter on 30 January 2018. The Cabinet's recommendations on this report will be referred to Council on 22 February 2018 for final approval.</p>	
<p>Revenue and Capital Budgets 2018/2019</p> <p>This report will set out the proposals for the 2018/2019 capital and revenue budgets, including the comments of the Overview and Scrutiny Committees. The Cabinet will be asked to make recommendations to Council on 22 February 2018 for final consideration and approval.</p>	<p>6 February 2018</p> <p><i>(on work programme for January mtg)</i></p>
<p>Treasury Management Strategy 2018/2019</p> <p>This report will provide details of the Treasury Management Strategy 2018/2019, following initial consideration by the Audit Committee on 9 January 2018. The Cabinet will be asked to make a recommendation to Council on 22 February 2018 for final consideration and approval.</p>	<p>6 February 2018</p>
<p>Capital Loan to an Academy School New</p> <p>This report will seek approval for a loan on commercial terms to an academy school within Medway. The loan is to be used to create additional school places from September 2018.</p>	<p>6 February 2018</p>
<p>Medway Council and Gravesham Borough Council, HR Shared Service New</p> <p>This report will ask Cabinet to recommend to Full Council on 22 February 2018 the proposal for a HR Shared Service with Gravesham Borough Council and also the acceptance of the delegation from Gravesham Borough Council of its HR function to Medway Council.</p>	<p>6 February 2018</p>
<p>Council Plan Performance Monitoring Report Quarter 3 2017/2018</p> <p>This report will set out performance monitoring for the third quarter of 2017/2018.</p>	<p>6 March 2018</p> <p><i>(on work programme for April mtg)</i></p>
<p>Medway Commercial Group Ltd 2017/2018 Six Monthly Report New</p> <p>This report will set out details of performance for the latest monitoring period for Medway Commercial Group Ltd.</p>	<p>10 April 2018</p>

<p>Medway Norse Six Monthly Report <i>New</i></p> <p>This report will present the latest monitoring information regarding the performance of Medway Norse.</p>	<p>15 May 2018 <i>(on work programme for April mtg)</i></p>
<p>Six Monthly Review of the Council's Corporate Business Risk Register <i>New</i></p> <p>This report will bring forward the latest risk management review.</p>	<p>15 May 2018 <i>(on work programme for April mtg)</i></p>

5.0 The Co-ordinating Role of the Business Support Overview and Scrutiny Committee

5.1 Under Medway's Constitution, Chapter 4 – Rules – paragraph 22.2 (xxiii) this Committee has the overall responsibility *'to provide guidance and leadership on the development and co-ordination of the scrutiny function for all overview and scrutiny committees, including guidance on priorities for scrutiny activities'*.

5.2 To assist the Committee in fulfilling this role, it has been agreed that a regular overview of business discussed by the other overview and scrutiny committees should be presented at these meetings. Whilst each overview and scrutiny committee is able to determine its own work programme, this Committee may wish to comment on common themes and the balance of business being covered by each Committee. The work of overview and scrutiny committees can include:

- items raised by Members
- work on matters referred for review by the Council
- pre-decision scrutiny of items on the Cabinet's Forward Plan selected by the Committee for discussion
- policy review and development
- pre-budget scrutiny
- consideration of petitions
- consideration of called-in Cabinet decisions.

5.3 Appendix 2 to this report sets out the current work programmes of the other three overview and scrutiny committees.

6.0 Financial and legal implications

6.1 There are no financial or legal implications arising from this report.

7.0 Recommendations

7.1 The Committee is asked to:

- (a) note and identify items for inclusion in the work programme (Appendix 1);
- (b) agree the proposed changes to the work programme set out in paragraph 3 above, and:
- (c) note the work programmes of all overview and scrutiny committees (set out in Appendix 2 to this report).

Lead officer contact:

Michael Turner, Democratic Services Officer

Telephone: 01634 332817 Email: michael.turner@medway.gov.uk

Appendices

Appendix 1 - Business Support O&S work programme

Appendix 2 - Other O&S Committee work programmes

Background papers: None.