

**Appendix 1****Work Programme  
Business Support Overview and Scrutiny Committee****Policy framework documents: Council Plan, Sustainable Communities  
Strategy and Gambling Policy Statement**

<b>Item</b>	<b>Work type</b>	<b>Responsible Officer</b>	<b>Objectives</b>
<b>12 APRIL 2018</b>			
Attendance of the Leader of the Council	Portfolio Holder - Holding to account	Councillor Jarrett	To hold the Leader to account on performance against his portfolio
Attendance of the Portfolio Holder for Resources	Portfolio Holder - Holding to account	Councillor Gulvin	To hold the Portfolio Holder for Resources to account on performance against his portfolio
Council Plan Quarter 3 Performance Monitoring	Council Performance and Budget Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring report for quarter 3.
Capital and Revenue Budget Monitoring Round 3	Council Performance and Budget Monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 3.
6 Monthly Review of the Council's Corporate Risk Register	Council Performance and Budget Monitoring	Chief Finance Officer	To scrutinise the 6 monthly review of the Council's Corporate Risk Register.

<b>Item</b>	<b>Work type</b>	<b>Responsible Officer</b>	<b>Objectives</b>
Universal Credit and Welfare Reforms – Six Monthly Progress Report	Information item	Chief Finance Officer	To consider a progress report regarding Universal Credit and welfare reforms, including the work of the Welfare Reform Officers Working Group.
Update on Medway Norse	Information item	Chief Legal Officer	To scrutinise the quarterly update on the Council's joint venture with Medway Norse.
<b>DATE TO BE DETERMINED</b>			
Corporate Peer Challenge of the Council.	Information item	Chief Executive	To consider the outcome of the Peer Review.
Capacity of the Voluntary Sector in Medway	Information item	Director Children and Adults/Deputy Chief Executive and Director of Regeneration, Culture, Environment and Transformation	To discuss the scope for further scrutiny of the voluntary sector, including the option of (and format for) any direct dialogue by Overview and Scrutiny with representatives of the voluntary sector in Medway.

## **Work completed in 2017/18**

### **13 April 2017**

- Petitions
- Attendance of the Leader of the Council
- Attendance of the Portfolio Holder for Resources
- 6 Monthly Review of the Council's Corporate Business Risk Register
- Council Plan Quarter 3 2016/17 Performance Monitoring Report
- Revenue Budget Monitoring 2016/17 - Quarter 3
- Capital Monitoring 2016/17 - Quarter 3
- Universal Credit and Welfare Reforms Six Monthly Progress Report
- Work Programme

## **6 July 2017**

- Update on Medway Norse
- Outcome of Public Consultation on the Proposed Closure of Thomas Aveling Public Library
- Procurement Strategy
- Homelessness Prevention Strategy 2017-19
- Various Land Disposals
- Council Plan Performance Monitoring Report End of Year: Quarter 4: 2016/17
- Work Programme

## **26 October 2017**

- Universal Credit and Welfare Reforms - Six Monthly Progress Report
- Building Security at Council Offices
- Major Incident Response Update
- 6 Monthly Review of the Council's Corporate Business Risk Register and Annual Review of the Strategic Risk Framework
- Revenue Budget Monitoring 2017/18 - Quarter 1
- Capital Budget Monitoring 2017/18 - Quarter 1
- Work Programme

## **30 November 2017**

- Attendance of Portfolio Holder for Business Management
- Update on Medway Norse
- Council Plan Performance Monitoring Quarter 2 2017/18
- Capital and Revenue Budget Monitoring 2017/18 – Quarter 2
- Draft Capital and Revenue Budget 2018/2019
- Procurement Strategy
- Housing Strategy Annual Review
- Topics for In-Depth Scrutiny Reviews – 2018/19