

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

(Policy framework documents: Council Plan, Sustainable Communities Strategy and Gambling Policy Statement)

Item	Work type	Responsible Officer	Objectives
22 AUGUST 2019			
Capital and Revenue Budget Monitoring – Quarter 1 2019/20	Budget monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Quarter 1.
Council Plan Performance Monitoring 2018/19 - Quarter 4	Council Performance Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring report for Quarter 4.
24 OCTOBER 2019			
Attendance of the Portfolio Holder for Business Management <i>(To be confirmed)</i>	Holding to Account	Councillor Turpin	To hold the Portfolio Holder for Business Management to account on performance against his portfolio.
Council Plan Performance Monitoring and review of Corporate Risk Register – Quarter 1	Council Performance Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 1.
Annual Review of the Risk Management Strategy	Council Performance Monitoring	Chief Finance Officer	To scrutinise the annual review of the Council's Risk Management Strategy.
28 NOVEMBER 2019			
Attendance of the Portfolio Holder for Resources <i>(To be confirmed)</i>	Holding to Account	Councillor Gulvin	To hold the Portfolio Holder for Resources to account on performance against his portfolio.

Item	Work type	Responsible Officer	Objectives
Council Plan Performance Monitoring and review of Corporate Risk Register – Quarter 2	Council Performance Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 2.
Capital and Revenue Budget Monitoring – Quarter 2	Budget monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Quarter 2.
Draft Capital and Revenue Budget 2020/2021	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft revenue and capital budgets 2020/2021.
Procurement Strategy (Annual report)	Information item	Chief Legal Officer	To consider an annual update on the implementation of the Procurement Strategy.
30 JANUARY 2020			
Attendance of the Deputy Leader and Portfolio Holder for Community Services (<i>To be confirmed</i>)	Holding to Account	Councillor Doe	To hold the Deputy Leader to account on performance against his portfolio.
Council Plan Refresh 2020/2021	Council Performance Monitoring	Chief Finance Officer	To scrutinise the proposed refreshed targets and projects.
Draft Capital and Revenue Budget 2020/2021	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft revenue and capital budgets 2020/2021
Draft Capital and Revenue Budget Proposals 2020/21 (Report back from other Overview and Scrutiny Committees)	Pre-decision scrutiny	Chief Finance Officer	To consider comments and recommendations of all Overview and Scrutiny Committees on the initial budget plan for 2020/21 proposed by Cabinet.
Housing Revenue Account - Capital and Revenue Budgets 2020/2021	Pre-decision scrutiny	Chief Finance Officer/Head of Strategic Housing	To scrutinise the HRA capital and revenue budgets for 2020/21, including proposed rent and service charge Levels.

Item	Work type	Responsible Officer	Objectives
Update on Medway Norse	Information item	Chief Finance Officer	To scrutinise the quarterly update on the Council's joint venture with Medway Norse.
2 APRIL 2020			
Attendance of the Leader of the Council (<i>To be confirmed</i>)	Holding to Account	Councillor Jarrett	To hold the Leader to account on performance against his portfolio.
Council Plan Performance Monitoring and review of Corporate Risk Register – Quarter 3	Council Performance Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 3.
Capital and Revenue Budget Monitoring – Quarter 3	Budget monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Quarter 3.
Universal Credit and Welfare Reforms – Annual Progress Report	Information item	Chief Finance Officer	To consider a progress report regarding Universal Credit and welfare reforms.
DATE TO BE DETERMINED			
Multi agency response to issues of community concern (TBC)	Member's item		To consider the issue of securing a multi-agency response to issues of community concern so that residents receive timely answers.