

**Business Support  
Overview and Scrutiny Committee**

Work Programme

(as agreed by the Committee on 28 November 2019)

(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>2 APRIL 2020</b>			
Attendance of the Leader of the Council	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.
Complaints handling	Information item	Assistant Director – Transformation	To consider the way in which the Council handles and learns from complaints.
Housing Enforcement and Licensing Policy	Pre-decision scrutiny	Head of Housing	To scrutinise the policy before consideration by Cabinet.
<b>JULY 2020</b>			
The risk environment	Information item	Chief Finance Officer/ Assistant Director Physical and Cultural Regeneration	To consider the wider risk environment facing the Council, including the differences between the Corporate Risk Register, business continuity and emergency planning.
<b>DATE TO BE DETERMINED</b>			

## **Work completed in 2019/20**

### **4 July 2019**

- Council sponsorship of Gillingham F.C.
- Scrutiny of Risk and Commercialisation
- Update on Medway Norse
- Capacity of the Voluntary Sector in Medway
- New Statutory Guidance on Overview and Scrutiny in Local and Combined Authorities
- Petitions
- Work programme

### **22 August 2019**

- Voluntary and Community Sector
- Medway Commercial Group - Six Monthly Report
- Medway Council Strategy
- Capital Budget Monitoring - Round 1 2019/20
- Revenue Budget Monitoring - Round 1 2019/20
- Council Plan Performance Monitoring Report - Quarter 4 End of Year
- Draft Allocations Policy 2019
- Work Programme

### **24 October 2019**

- Attendance of the Portfolio Holder for Business Management
- Draft Homelessness and Rough Sleeper Strategy 2019-2024
- Council Plan Performance Monitoring Report and Risk Register Review Quarter 1 2019/20
- Risk Strategy Annual Review
- Work programme
- Medway Development Company

### **28 November 2019**

- Attendance of the Portfolio Holder for Resources
- Council Plan Monitoring and Risk Register review – Quarter 2
- Capital and Revenue Budget Monitoring – Round 2
- Draft Capital and Revenue Budgets 2020/2021
- Procurement Strategy (Annual report)
- Work programme
- Medway Commercial Group – Progress report