

BUSINESS SUPPORT OVERVIEW AND SCRUTINY COMMITTEE

19 AUGUST 2021

WORK PROGRAMME

Report from: Bhupinder Gill, Assistant Director, Legal and Governance

Author: Stephen Platt, 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 and provides an opportunity to shape and direct the Committee's activities over the year.

1. 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. Background
 - 2.1 Appendix 1 to this report sets out the current work programme for this Committee for the 2021/22 municipal year. 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. 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. An agenda planning meeting took place on 28 July attended by the Chairman, Vice-Chairman and Opposition Spokesperson.
 - 3.2 It was noted that a briefing note on Digital Access that had previously been requested by the Committee, had recently been circulated to Committee members and another, on the Medway College of Social Care, would be circulated shortly.

3.3 The work programme is attached at Appendix 1.

4. Forward Plan

4.1 The latest Forward Plan of Cabinet decisions was published on 26 July 2021.

<https://democracy.medway.gov.uk/mgConvert2PDF.aspx?ID=407&T=4>

4.2 The items that are relevant to the Business Support O&S Committee are set out below so that Members have an opportunity to identify any further items they wish to consider as pre-decision scrutiny (where dates permit) other than those already programmed.

Title of Decision	Anticipated Decision Date
Capital Budget Monitoring Round 1 2021/2022 This report will set out the latest monitoring position.	24 August 2021 (on the work programme for 21 October)
Council Plan Performance Monitoring and Risk Register Review - Quarter 1 2021/2022 This report will provide details of end of Quarter 1 performance for 2021/22 against priorities set out in the Council Plan and will bring forward the latest risk management review.	24 August 2021 (on the work programme for 21 October)
Kyndi – 6 monthly report This report will provide details of performance for the latest monitoring period for Kyndi Ltd, formerly Medway Commercial Group Ltd.	24 August 2021
Revenue Budget Monitoring Round 1 2021/2022 This report will set out the latest monitoring position.	24 August 2021 (on the work programme for 21 October)
Capital Strategy 2022/23 This report will seek approval of the Capital Strategy, which will set out how the Council determines its priorities for capital investment and the process for formulating the capital programme.	21 September 2021

Title of Decision	Anticipated Decision Date
<p>Covid-19 Recovery</p> <p>This report provides a further update on the Council's response to the COVID-19 (Coronavirus) global pandemic, following a previous report to the Cabinet (30 March 2021).</p>	<p>21 September 2021</p> <p>(on the work programme for 19 August 2021)</p>
<p>Medium Term Financial Strategy 2022/23</p> <p>This report will provide details of the Medium-Term Financial Strategy.</p>	<p>21 September 2021</p>
<p>Medway Development Company-Six Monthly Report</p> <p>This report will set out details of performance for the latest monitoring period for Medway Development Company Ltd.</p>	<p>21 September 2021</p>
<p>Medway Norse Update (Quarterly Report)</p> <p>This report will provide details of a review of the performance of the Joint Venture from the perspective of the Council client since the last report (June 2021). It will be accompanied by an update on the Joint Venture's achievements and financial performance prepared by the Partnership Director.</p>	<p>21 September 2021</p> <p>(on the work programme for 27 January)</p>
<p>Statement of Gambling Policy Review</p> <p>This report will set out the Council's Statement of Gambling Policy. The Cabinet will be requested to recommend the Policy to full Council, on 7 October 2021, for adoption.</p>	<p>21 September 2021</p> <p>(on the work programme for 19 August)</p>
<p>2022/23 Capital and Revenue Budgets</p> <p>This report will provide details of the initial budget proposals for 2022/23 prior to consideration by the Council's Overview and Scrutiny Committees. The outcome of consideration by the four Overview and Scrutiny Committees will be considered by the Business Support Overview and Scrutiny Committee on 27 January 2022 and the Committee will send any comments and recommendations to Cabinet on 8 February 2022 for consideration alongside the budget proposals. Full</p>	<p>16 November 2021</p>

Title of Decision	Anticipated Decision Date
Council will be asked to consider and approve the final budget proposals on 17 February 2022.	
Capital Budget Monitoring 2021/22 - Round 2 This report will set out the latest monitoring position.	16 November 2021 (on the work programme for 25 November)
Council Plan Performance Monitoring Report and Risk Register Review 2021/22 - Quarter 2 This report will provide details of Quarter 2 performance for 2021/22 against the priorities set out in the Council Plan and will bring forward the latest risk management review.	16 November 2021 (on the work programme for 25 November)
Revenue Budget Monitoring 2021/22 - Round 2 This report will set out the latest monitoring position.	16 November 2021 (on the work programme for 25 November)

5. 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. Financial and legal implications

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

7. Recommendations

7.1 Members are asked to:

- a) agree the Committee's work programme (Appendix 1); and
- b) note the work programmes of the other overview and scrutiny committees (Appendix 2).

Lead officer contact:

Stephen Platt, Democratic Services Officer

Telephone: 01634 332011 Email: stephen.platt@medway.gov.uk

Appendices:

Appendix 1 - Business Support O&S work programme

Appendix 2 - Other O&S Committees' work programmes

Background papers:

None