



BUSINESS SUPPORT OVERVIEW AND SCRUTINY COMMITTEE

7 JULY 2022

WORK PROGRAMME

Report from: Wayne Hemingway, Head of Democratic Services

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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 Each Overview and Scrutiny Committee has the responsibility for setting its own work programme (Chapter 4 – Rules, paragraph 21.1 (xv) General terms of reference).
2. Background
 - 2.1 The Committee's work programme for the 2022/23 municipal year is attached at Appendix 1. 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 16 June attended by the Chairman, Vice-Chairman and Opposition Spokesperson.
 - 3.2 At the meeting, the outcome of the Committee's meeting of 10 May on the call-in of two of the Cabinet decisions relating to a proposed development in Queen Street was raised. The Head of Democratic Services advised that the Assistant Director, Legal and Governance was preparing a report responding to the Committee's recommendations, for Cabinet's consideration on 26 July.

The report would also respond to the recommendation of the Children and Young People Overview and Scrutiny Committee on 8 June supporting the Business Support Overview and Scrutiny Committee's recommendations to Cabinet on the call-in.

3.3 During a discussion on the Forward Plan of forthcoming Cabinet decisions, the impact of converting sites, such as the former Debenhams' site, to residential use on business rates was raised and would be dealt with by way of a Members' briefing note.

4. Forward Plan

4.1 The latest Forward Plan of Cabinet decisions was published on 27 June 2022.

<https://democracy.medway.gov.uk/mgConvert2PDF.aspx?ID=435&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
<p>Medway Development Company Ltd - Private Rented Sector Proposal</p> <p>This report will set out details of a suggested amendment to the MDC Limited Business Plan, with a proposal to deliver one of the five apartment buildings at the Chatham Waterfront scheme to provide homes for rent to customers in the private market.</p>	26 July 2022
<p>Reference from Business Overview and Scrutiny Committee</p> <p>This report will ask the Cabinet to consider recommendations made by the Business Support Overview and Scrutiny Committee on 10 May 2022. These recommendations were made by the Committee following consideration of a Call-In of two previous Cabinet decisions taken at the meeting of the Cabinet held on 5 April 2022 which related to the progress of a proposed development on a car park site in Queen Street, Chatham. At a meeting held on 8 June 2022, the Children and Young People Overview and Scrutiny Committee agreed to support the recommendations that had been made by the Business Support Overview and Scrutiny Committee.</p>	26 July 2022

Title of Decision	Anticipated Decision Date
<p>Treasury Management Outturn 26 Jul 2022</p> <p>This report will provide an overview of treasury management activity for 2021/22. This report will be considered by the Audit Committee.</p>	<p>26 July 2022</p>
<p>Capital Budget Monitoring Round 1 2022/2023</p> <p>This report will set out the latest monitoring position.</p>	<p>23 August 2022</p> <p>(On the BSO&S work programme for 25 August).</p>
<p>Council Plan Performance Monitoring and Risk Register Review Quarter 1 2022/2023</p> <p>This report will provide details of Quarter 1 performance for 2022/23 against the priorities set out in the Council Plan and will bring forward the latest risk management review.</p>	<p>23 August 2022</p> <p>(On the BSO&S work programme for 25 August).</p>
<p>Revenue Budget Monitoring Round 1 2022/2023</p> <p>This report will set out the latest monitoring position.</p>	<p>23 August 2022</p> <p>(On the BSO&S work programme for 25 August).</p>
<p>Council Plan and Strategy Refresh - 2023/24</p> <p>This report will provide details of the Council Strategy and Council Plan for 2023/24. This report will be considered by the Business Support Overview and Scrutiny Committee on 25 August 2022. The Council Strategy and Council Plan will be referred to Full Council for consideration and decision on 6 October 2022.</p>	<p>20 September 2022</p> <p>(On the BSO&S work programme for 25 August).</p>
<p>Financial Outlook 2023/2024</p> <p>This report will set out the financial pressures projected by the Council's services alongside projections of the Council's income streams insofar as they impact the 2023/24 budget.</p>	<p>20 September 2022</p>
<p>Treasury Management Mid-Year Review</p> <p>This report will set out the mid-year review of the Treasury Management Strategy, in accordance with the Chartered</p>	<p>20 September 2022</p>

Title of Decision	Anticipated Decision Date
Institute of Public Finance Accountancy (CIPFA) Code of Practice.	
<p>Kyndi - Six Monthly Report and Business Plan Progress Update</p> <p>This report will set out details of performance for the latest monitoring period for Kyndi Ltd.</p>	18 October 2022
<p>Capital Budget Monitoring Round 2 - 2022/23</p> <p>This report will set out the latest monitoring position.</p>	<p>15 November 2022</p> <p>(On the BSO&S work programme for 24 November).</p>
<p>Capital Strategy 2023-24</p> <p>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.</p>	15 November 2022
<p>Council Plan Performance Monitoring and Risk Register Review Quarter 2 2022/23</p> <p>This report will provide details of Quarter 2 performance for 2022/23 against the priorities set out in the Council Plan and will bring forward the latest risk management review.</p>	<p>15 November 2022</p> <p>(On the BSO&S work programme for 24 November).</p>
<p>Draft Capital and Revenue Budgets 2023/24</p> <p>This report will provide details of the initial budget proposals for 2023/24 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 26 January 2023 and the Committee will send any comments and recommendations to Cabinet on 7 February 2023 for consideration alongside the budget proposals. Full Council will be asked to consider and approve the final budget proposals on 23 February 2023.</p>	<p>15 November 2022</p> <p>(On the BSO&S work programme for 24 November).</p>

Title of Decision	Anticipated Decision Date
Revenue Budget Monitoring Round 2 - 2022/23 This report will set out the latest monitoring position.	15 November 2022 (On the BSO&S work programme for 24 November).

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

- 5.1 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 (Constitution, Chapter 4 – Rules – paragraph 22.2 (xxiii)).
- 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.
- 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 at Appendix 1;
 - b) note the work programmes of the other overview and scrutiny committees at Appendix 2;

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Appendices:

Appendix 1 - Business Support O&S work programme

Appendix 2 - Other O&S Committees' work programmes

Background papers:

None