



BUSINESS SUPPORT OVERVIEW AND SCRUTINY COMMITTEE

20 OCTOBER 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 19 September attended by the Chairman, Vice-Chairman and Opposition Spokesperson.
 - 3.2 It was noted that a request for a Member's item relating to the Medway Norse contract had been received from Councillor Osborne. Members will recall that at the last meeting, it was agreed that the Committee should in future receive an annual strategic report on Medway Norse, starting from 26 January 2023. Councillor Osborne has agreed that his Member's item can be considered

alongside the strategic report, and it is proposed that they be combined into a single report. The report title shall include reference to the Member's item, and the Member's item request as submitted will be set out within the body of the covering report so that it is fully considered by Committee members as part of their discussion.

3.3 The agenda planning meeting also discussed the suggestion made at the last Committee meeting that Members have sight of risk registers that sit below the Council's strategic risk register. It was agreed that, in the first instance this should be any directorate level risk registers and officers are currently actioning this request.

4. Forward Plan

4.1 The latest Forward Plan of Cabinet decisions was published on 10 October 2022.

<https://democracy.medway.gov.uk/mgConvert2PDF.aspx?ID=443&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>Council Strategy Refresh - 2023/24</p> <p>This report will provide details of the Council Strategy for 2023/24. This report was considered by the Business Support Overview and Scrutiny Committee on 25 August 2022. The Council Strategy will be referred to the next meeting of Full Council for consideration and decision.</p>	18 October 2022
<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>	18 October 2022
<p>Treasury Management Outturn</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>	18 October 2022

Title of Decision	Anticipated Decision Date
<p>Covert Surveillance Policy</p> <p>This report will ask the Cabinet to agree changes to the Council's Covert Surveillance Policy.</p>	18 October 2022
<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>	15 November 2022 (On the BSO&S work programme for 24 November).
<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>	15 November 2022 (On the BSO&S work programme for 24 November).
<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>	15 November 2022 (On the BSO&S work programme for 24 November).

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).
Medway Norse - Six Month Report 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 (July 2022). It will be accompanied by an update on the Joint Venture's achievements and financial performance prepared by the Partnership Director.	10 January 2023 (Annual strategic report on the BSO&S work programme for 26 January).

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 implications arising from this report. Should the proposal for Regeneration, Culture and Environment Overview and Scrutiny Committee to received update reports on Medway Norse be agreed, this would be subject to a change in the Committee's terms of reference within the Council's Constitution.

7. Recommendations

- 7.1 Members are asked to:
- a) agree the Committee's work programme at Appendix 1; and

- 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