



Business Support and Digital Overview and Scrutiny Committee 24 October 2024 Work Programme

Report from: Wayne Hemingway, Head of Democratic Services
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Summary

This report advises Members of the work programme for 2024/25 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. Recommendations

- 1.1. The Committee is asked to agree the provisional work programme at Appendix 1 to the report.
- 1.2. The Committee is asked to note the work programmes of the other Overview and Scrutiny Committees at Appendix 2 to the report.

2. Budget and Policy Framework

- 2.1. 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).

3. Background

- 3.1. The Committee's provisional work programme for the 2024/25 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 other Overview and Scrutiny Committees.

4. Agenda Planning Meeting

- 4.1. Members will be aware that Overview and Scrutiny Committees hold agenda planning meetings on a regular basis. An agenda planning meeting took

place on 3 October 2024 attended by the Chairperson and Opposition Spokesperson.

4.2. At the meeting the following amendments to the work programme were proposed:

4.2.1. A request was received by Democratic Services for a Member's item from Cllr Anang relating to the Council's response to changes in the Winter Fuel Payment, it was agreed this would be considered at the October meeting of the Committee.

4.2.2. A petitioner had contacted Democratic Services to exercise their right to request a review of the action undertaken by the Council in relation to a recent petition. The pre-agenda meeting agreed this would be considered at the October meeting of the Committee.

5. Forward Plan

5.1. The latest [Forward Plan](#) of Cabinet decisions was published on 23 September 2024.

5.2. The items that are relevant to the Business Support and Digital 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>Treasury Management Monitoring - Quarter 1 2024/25 This report will set out the latest monitoring position.</p> <p>Audit Committee will consider this report on behalf of the Business Support and Digital Overview and Scrutiny Committee</p>	29 October 2024
<p>Capital Budget Monitoring - Quarter 2 2024/25 This report will set out the latest monitoring position.</p> <p>This report is scheduled to be considered by the Committee on 28 November 2024.</p>	19 November 2024
<p>Revenue Budget Monitoring - Quarter 2 2024/25 This report will set out the latest monitoring position.</p> <p>This report is scheduled to be considered by the Committee on 28 November 2024.</p>	19 November 2024
<p>Council Plan Performance Monitoring and Risk Register Review - Quarters 1 and 2 2024/25 This report will provide details of performance for the first half of 2024/25 against the priorities set out in the One Medway Council Plan and will bring forward the latest risk management review.</p>	19 November 2024

This report is scheduled to be considered by the Committee on 28 November 2024.	
Draft Capital and Revenue Budgets 2025/26 Proposals This report will provide details of the initial budget proposals for 2025/26 prior to consideration by the Council's Overview and Scrutiny Committees This report is scheduled to be considered by the Committee on 28 November 2024.	19 November 2024
Capital Strategy 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.	19 November 2024
Treasury Management Monitoring – Mid Year 2024/25 This report will set out the latest monitoring position. Audit Committee will consider this report on behalf of the Business Support and Digital Overview and Scrutiny Committee	17 December 2024

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

- 6.1. 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)).
- 6.2. 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.
- 6.3. Appendix 2 to this report sets out the current work programmes of the other three Overview and Scrutiny committees.

7. Financial and legal implications

- 7.1. There are no financial implications arising from this report.

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Appendices:

Appendix 1 - Business Support and Digital O&S work programme
Appendix 2 - Other O&S Committees' work programmes

Background papers:

None