



Business Support and Digital Overview and Scrutiny Committee

27 November 2025

Work Programme

Report from: Wayne Hemingway, Head of Democratic Services

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Summary

This report advises Members of the 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. 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 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 6 November 2025 attended by the Chairperson and Vice Chairperson.

4.2. At the meeting the following amendment to the work programme was proposed:

4.2.1. To consider proposed amendments to the petition scheme in January 2026, prior to consideration by Cabinet and Council.

5. **Forward Plan**

5.1. The latest Forward Plan of Cabinet decisions was published on 10 November 2025.

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
Counter Fraud and Corruption Strategy 2025 This report will ask the Cabinet to recommend the proposed Counter Fraud and Corruption Strategy to Full Council for approval.	16 December 2025
Previously considered by the Committee	
Treasury Management Mid-Year Review 2025 / 2026 This report will set out the mid-year review of the Treasury Management Strategy, in accordance with the Chartered Institute of Public Finance Accountancy (CIPFA) Code of Practice. The report will be considered by the Audit Committee on behalf of this Committee	16 December 2025
Provisional Local Government Finance Settlement 2026/27 This report will provide details of the Provisional Local Government Finance Settlement 2026/27.	13 January 2025
Annual Review of the Risk Management Strategy 2026/27 This report will provide details of the annual review of the Council's Risk Management Strategy and Plan.	10 February 2025
Scheduled to be considered by the Committee in January 2026	
Capital Budget Monitoring - Round 3 2025 / 2026 This report will set out the latest monitoring position.	10 February 2025
Scheduled to be considered by the Committee in March 2026	
Revenue Budget Monitoring - Round 3 2025 / 2026 This report will set out the latest monitoring position.	10 February 2025

Scheduled to be considered by the Committee in March 2026	
Council Tax Discretionary Policies This report will ask the Cabinet to recommend to Full Council agreement of discretionary Council Tax policies in relation to Corporate Debt, Care Leavers, Hardship and End of Life.	10 February 2025
Council Tax Reduction Scheme This report will seek the Cabinet's views on the Council Tax Reduction Scheme for 2026/2027 prior to final consideration and approval at Full Council on 26 February 2026.	10 February 2025
One Medway Council Plan 2026/27 Refresh This report will provide details of a refresh of the Key Performance Indicators for the One Medway Council Plan for 2026/27. This report will be initially considered by the Business Support and Digital Overview and Scrutiny Committee. The Council Plan will be referred to Full Council for consideration and decision on 26 February 2026.	10 February 2025
Scheduled to be considered by the Committee in January 2026	
One Medway Council Plan Performance Monitoring and Risk Register Review - Quarter 3 2025/26 This report will provide details of performance for Quarter 3 2025/26 against the priorities set out in the One Medway Council Plan and will bring forward the latest risk management review.	10 February 2025
Scheduled to be considered by the Committee in March 2026	
One Medway Financial Improvement and Transformation (FIT) Plan Monitoring - Round 3 This report will provide the Cabinet with an update on the development and implementation of the One Medway Financial Improvement and Transformation Plan.	10 February 2025
Proposed Capital and Revenue Budgets 2026 / 2027 This report will set out the proposals for the 2026/27 capital and revenue budgets, including the comments of the Overview and Scrutiny Committees.	10 February 2025
Scheduled to be considered by the Committee in January 2026	
Treasury Management Strategy 2026 / 2027 This report will provide details of the Treasury Management Strategy 2026/27. The report will be considered by the Audit Committee on behalf of this Committee.	10 February 2025

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. **Informal Meeting of Overview and Scrutiny Chairpersons, Vice Chairpersons and Opposition Spokespersons**

- 7.1. Informal meetings of Overview and Scrutiny Chairpersons, Vice Chairpersons and Opposition Spokespersons take place on a six-monthly basis, with the next meeting of the group scheduled to take place on Tuesday 14 April 2025, on MS Teams. In addition, all Members of Overview and Scrutiny have received an invitation to a finance briefing scheduled to be held at 6pm on Tuesday 25 November 2025 on MS Teams.

8. **Financial, legal and risk management implications**

- 8.1. There are no financial, legal or risk management 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