

Business Support and Digital Overview and Scrutiny Committee Work Programme

(Policy framework documents: Council Plan, Sustainable Communities Strategy and Gambling Policy Statement)

March 2026

Attendance of the Leader of Medway Council	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.
Council Plan Performance Monitoring Report and Risk Register Review Quarter 3 2025/26	Council Performance Monitoring	Chief Operating Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 3 2025/26.
Capital and Revenue Budget Monitoring Round 3 2025/26	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 3 2025/26.
Hackney Carriage and Private Hire Policy	Pre decision Scrutiny	Licensing Manager	To scrutinise proposals for amendment to the Hackney Carriage and Private Hire Policy
Petitions Scheme Review	Pre Decision Scrutiny	Head of Democratic Services	To review the Council's Petition Scheme.

To be determined

Audit of the Medway Commercial Group (Kyndi)	Information item	Chief Operating Officer	To review the audit of MCG.
Decision making processes/document retention	Information item	Assistant Director of Legal and Governance	The Committee be informed of the processes and practices relating to the retention of records used to inform decisions taken under the Employee Delegation Scheme.
How the Council's equality policy, and accessibility of the same ensures equal access to all Council services for the diverse members of our community (internally and externally).	Information item	Chief Organisational Culture Officer	The Committee be informed how the Council ensures equal access to all Council services.
Procurement Strategy (Annual report)	Information Item	AD Legal and Governance	To consider an annual update on the implementation of the Procurement Strategy.

Items considered by Committee in 2025-26

June

- Taxi Tariff Review Policy
- Complaints and Compliments
- CIPFA Audit Assurance Report
- Performance Monitoring Report and Risk Register Review Quarter 4 and end of year 2024/25
- Capital and Revenue Budget Monitoring Outturn 2024/25
- Annual review of the Council's Petitions Scheme

August

- Medway 2.0
- Procurement Strategy 2025-2030
- Revenue Budget Monitoring – Round 1 2025/26
- Capital Budget Monitoring – Round 1 2025/26

October 2025

- Call in – Local Government Reform

October 2025

- Attendance of Portfolio Holder for Community Safety, Highways & Enforcement
- Universal Credit and Welfare Reforms – Annual
- Progress Report
- Counter Fraud Strategy
- Council Plan Performance Monitoring Report and Risk Register Review Quarter 1 2025/26

November 2025

- Attendance of Portfolio Holder for Climate Change and Strategic Regeneration
- Council Plan Performance Monitoring Report and Risk Register Review Quarter 2 2025/26
- Capital and Revenue Budget Monitoring – Round 2 2025/26
- Draft Capital and Revenue Budget 2026/2027