

## Business Support and Digital Overview and Scrutiny Committee Work Programme

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

### June 2026

Item	Work type	Responsible Officer	Objectives
Annual review of the Council's Petitions Scheme	Information Item	Head of Democratic Services	To review the use of the scheme.
Climate Change Implementation Plan Update Report	Council Performance Monitoring	Head of Sport Leisure and Tourism	To review progress of implementation of the Climate Change Action Plan agreed in 2025.
Performance Monitoring Report and Risk Register Review Quarter 4 and end of year 2024/25	Council Performance Monitoring	Chief Operating Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 4 and end of year 2024/25.
Capital and Revenue Budget Monitoring Outturn 2025/26	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring Outturn 2025/26.

### August 2026

Item	Work type	Responsible Officer	Objectives
Procurement Strategy (Annual report)	Information Item	AD Legal and Governance	To consider an annual update on the implementation of the Procurement Strategy.
Council Plan Performance Monitoring Report and Risk Register Review Quarter 1 2026/27	Council Performance Monitoring	Chief Operating Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 1 2026/27.
Revenue Budget Monitoring – Round 1 2026/27	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 1 2025/26.
Capital Budget Monitoring – Round 1 2026/27	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 1 2026/27.

**October 2026**

<b>Item</b>	<b>Work type</b>	<b>Responsible Officer</b>	<b>Objectives</b>
Universal Credit and Welfare Reforms – Annual Progress Report	Information Item	Chief Operating Officer	To consider a progress report regarding Universal Credit and welfare reforms.

**November 2026**

<b>Item</b>	<b>Work type</b>	<b>Responsible Officer</b>	<b>Objectives</b>
Council Plan Performance Monitoring Report and Risk Register Review Quarter 2 2026/27	Council Performance Monitoring	Chief Operating Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 2 2026/27.
Draft Capital and Revenue Budget 2027/28	Pre-decision scrutiny	Chief Operating Officer/ Chief Finance Officer	To scrutinise the draft revenue and capital budgets 2027/2028. Also to consider comments and recommendations of all Overview and Scrutiny Committees on the initial budget plan for 2027/28 proposed by Cabinet.
Capital Budget Monitoring – Round 2 2026/27	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 2 2026/27.
Revenue Budget Monitoring – Round 2 2026/27	Budget monitoring	Chief Operating Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 2 2026/27.

**January 2027**

<b>Item</b>	<b>Work type</b>	<b>Responsible Officer</b>	<b>Objectives</b>
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Draft Capital and Revenue Budget 2027/28 including report back from other O&S Committees	Pre-decision scrutiny	Chief Operating Officer/ Chief Finance Officer	To scrutinise the draft revenue and capital budgets 2026/2027. Also to consider comments and recommendations of all Overview and Scrutiny Committees on the initial budget plan for 2026/27 proposed by Cabinet.
One Medway Council Plan 27/28 refresh	Pre decision Scrutiny	Chief Operating Officer	To consider the refresh of the One Medway Council Plan
Risk Strategy and Risk Plan 2027/28	Pre-decision scrutiny	Chief Operating Officer	To scrutinise the Risk Strategy and Risk Plan.

### March 2027

Item	Work type	Responsible Officer	Objectives
Council Plan Performance Monitoring Report and Risk Register Review Quarter 3 2026/27	Council Performance Monitoring	Chief Operating Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 3 2026/27.
Revenue Budget Monitoring Round 3 2026/27	Budget monitoring	Chief	To scrutinise the Revenue Budget Monitoring for Round 3 2026/27.
Capital Budget Monitoring Round 3 2026/27	Budget monitoring	Chief Operating Officer	To scrutinise the Capital Budget Monitoring for Round 3 2026/27.

### 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	Information item	Chief Organisational Culture Officer	The Committee be informed how the Council ensures equal access to all Council services.

services for the diverse members of our community (internally and externally).			
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