

**Business Support  
Overview and Scrutiny Committee  
Rolling Work Programme**

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

**30 March 2021**

Council Plan Performance Monitoring Report and Risk Register Review Quarter 3 2020/21	Council Performance Monitoring	Chief Finance Officer	To scrutinise the Council Plan monitoring and corporate risk register reports for Quarter 3.
Capital and Revenue Budget Monitoring – Round 3	Budget monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 3.
The Pentagon Centre	Information Item	Chief Legal Officer	To consider an information report.

**Date to be determined**

Universal Credit and Welfare Reforms – Annual Progress Report	Information Item	Chief Finance Officer	To consider a progress report regarding Universal Credit and welfare reforms.
Voluntary Sector Task Group – 6 month review	Information Report	Scott Elliott	To consider progress on recommendations approved by Cabinet.
Adult Education Business Plan	Pre-decision scrutiny	Assistant Director Community and Culture	To consider the business plan prior to its approval.
Complaints handling	Information item	Chief Finance Officer	To consider the way in which the Council handles and learns from complaints.
Strengthening of Overview and Scrutiny Arrangements	Information item	Chief Legal Officer	To consider proposals to strengthen Overview and Scrutiny arrangements in Medway in response to the new statutory guidance on overview and scrutiny in

			local authorities published in May 2019.
Housing Enforcement and Licensing Policy 2020	Information item	Head of Housing	To review how the policy is being monitored.

## **Work completed in 2020/21**

### **2 July 2020**

- Petitions
- Medway Norse Update
- Housing Enforcement and Licensing Policy 2020
- Member's Item - Selective Licensing
- Revenue and Capital Budget Outturn 2019/20
- Voluntary Sector Task Group
- Work programme

### **20 August 2020**

- Covid-19 recovery
- Attendance of the Leader of the Council
- Council Plan Performance 2019/20 - Quarter 4
- Remote meetings
- Work programme

### **22 October 2020**

- Attendance of the Portfolio Holder for Business Management
- Council Plan Performance 2020/21 - Quarter 1
- Capital Budget Monitoring Round 1 2020/21
- Revenue Budget Monitoring Round 1 2020/21
- Covid-19 recovery
- Petitions
- Work programme

### **26 November 2020**

- Attendance of the Portfolio Holder for Resources
- Council Plan Performance 2020/21 - Quarter 2
- Capital Budget Monitoring Round 2 2020/21
- Revenue Budget Monitoring Round 2 2020/21
- Draft Capital and Revenue Budgets 2021/22
- Procurement Strategy
- Staff Survey on working from home
- Working Group on memorials, historic markers and monuments

- Covid-19 Recovery – Phase 2
- Work programme

## **28 January 2021**

- Establishment of a Medway Community Lottery
- Attendance of the Deputy Leader and Portfolio Holder for Housing and Community Services
- Medway Norse Update
- Housing Revenue Account Capital and Revenue Budgets 2021/22
- Draft Capital and Revenue Budget 2021/2022 and report back from O&S Committees
- Council Plan Refresh 2021/22 and Medway Council Strategy
- Risk Management, Business Continuity and Emergency Planning
- Risk Strategy and Risk Plan
- Voluntary Sector Task Group
- Work Programme