

Appendix A

**Strategic Leadership & Corporate Services Overview and Scrutiny Committee Work Programme 2013-14**

Meeting Date	Agenda Items	Details and desired outcome
4 June 2013	<ul style="list-style-type: none"> <li>• Appointment of Chairman and Vice-Chairman</li> <li>• Work programming workshop</li> <li>• Leader &amp; Cabinet Member Priorities for 2013/14 Municipal Year</li> </ul>	<ul style="list-style-type: none"> <li>• Appoint Chairman and Vice-Chairman for 2013-14</li> <li>• Ascertain work plan for the year and strategic direction for the Council &amp; Select and develop review topics focusing on achievable outcomes</li> </ul>
9 July 2013	<ul style="list-style-type: none"> <li>• Proposals for use of 2012/13 Underspend</li> <li>• Annual Performance Plan</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the proposals and make recommendations as appropriate</li> <li>• To consider the reports and make recommendations as appropriate</li> </ul>
6 August 2013	<ul style="list-style-type: none"> <li>• Commissioning and Procurement Strategy</li> <li>• 4<sup>th</sup> Quarter Complaints Reports and End of Year Review</li> <li>• Proposals for use of 2012/13 Underspend</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the strategy and agree to going forward for decision</li> <li>• To consider the report and make recommendations as appropriate</li> <li>• To consider the proposals and make recommendations as appropriate</li> </ul>
3 September 2013	<ul style="list-style-type: none"> <li>• 1<sup>st</sup> quarter performance monitoring report</li> <li>• 1<sup>st</sup> quarter Complaints monitoring report</li> <li>• Overview and Scrutiny Annual Report 2012/13</li> <li>• <b>Mid Kent Improvement Partnership (MKIP) TBC</b></li> </ul>	<ul style="list-style-type: none"> <li>• To consider the reports and make recommendations as appropriate</li> <li>• To consider the annual report making recommendations as appropriate for it to be seen by Council</li> <li>• <b>POSTPONED</b></li> </ul>
1 October 2013	<ul style="list-style-type: none"> <li>• Budget Strategy 2014/15 Onwards – revenue</li> <li>• Budget Working Group Update</li> <li>• Budget Savings Workshop (to follow meeting)</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the reports and make recommendations as appropriate</li> <li>• Workshop/Discussion</li> </ul>
5 November 2013	<ul style="list-style-type: none"> <li>• Mid Kent Improvement Partnership (MKIP)</li> </ul>	<ul style="list-style-type: none"> <li>• Presentation followed by a question and answers</li> </ul>

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		session to enable the Committee to make a recommendation to include MKIP in its future work programme
3 December 2013	<ul style="list-style-type: none"> <li>• Recommendations from the Budget Savings Workshop</li> <li>• 2<sup>nd</sup> quarter performance monitoring report (Mid-year Strategic Plan Performance Report)</li> <li>• 2<sup>nd</sup> quarter complaints monitoring report</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the reports and make recommendations as appropriate</li> </ul>
7 January 2014	<ul style="list-style-type: none"> <li>• Strategic Plan refresh</li> <li>• Corporate Improvement Plan refresh</li> <li>• Budget Strategy( Capital, Revenue and Fees and Charges)</li> <li>• Policy for the use of Bankruptcy Proceeding (POSTPONED)</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the reports and make recommendations as appropriate</li> </ul>
4 February 2014	<ul style="list-style-type: none"> <li>• Local Council Tax Support Scheme</li> <li>• MKIP Environmental Health Model</li> </ul>	<ul style="list-style-type: none"> <li>• To consider the reports and make recommendations as appropriate</li> </ul>
4 March 2014	<ul style="list-style-type: none"> <li>• 3<sup>rd</sup> quarter Complaints monitoring report</li> <li>• 3<sup>rd</sup> quarter performance monitoring report</li> <li>• Follow up on past reviews and recommendations (The Council as a Business &amp; The Capital Programme Reviews)</li> </ul>	
1 April 2014	<ul style="list-style-type: none"> <li>• Evaluations of Leader &amp; Cabinet Member Priorities for 2013/14 Municipal Year</li> <li>• Communication and Engagement Strategy</li> <li>• Residents' Survey</li> </ul>	
15 April 2014 at 10.00am	<ul style="list-style-type: none"> <li>• MKiP "Special Meeting"</li> </ul>	To consider MKiPs current programme status and next steps. MKiP Programme Manager to be invited to attend.
6 May 2014	<ul style="list-style-type: none"> <li>• MKIP Update</li> <li>• The Future of Maidstone House</li> </ul>	<ul style="list-style-type: none"> <li>• Interview with Paul Taylor</li> <li>• Interview with David Edwards</li> </ul>

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### Future Items

- **Budget Scrutiny Proposals** – 10<sup>th</sup> June 2014 (Paul Riley / Christian Scade)
- **Equalities Objectives** – 10<sup>th</sup> June 2014 (TBC by Clare Wood)
- **Use of Revenue Underspend** – 10<sup>th</sup> June 2014 (Paul Riley – Date TBC)
- **MKIP Planning Support Shared Service: Customer Improvement Work (as requested by Committee in March 2014)** - 2 Sept 2014 (Ryan O'Connell)
- **The Council as a Business – Update in Financial Terms** – 7 October 2014 (Paul Riley)
  - Scrutiny Coordinating Committee to consider (April 2014) which Overview & Scrutiny Committee should follow up the Council as a Business? Review SCRAIP responses