

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

**Policy framework documents: Performance Plan and Community Plan**

| <b>Item</b>                           | <b>Work type</b>                 | <b>Responsible officer</b>       | <b>Objectives</b>  | <b>Timescale</b> |
|---------------------------------------|----------------------------------|----------------------------------|--|------------------|
| Capital and revenue budget monitoring | Budget                           | Kevin Woolmer/<br>Peter Bown     | To monitor the capital and revenue budget.   | Sent by letter   |
| Capital and revenue budget monitoring | Budget                           | Kevin Woolmer/<br>Peter Bown     | To monitor the capital and revenue budget.   | 7 February 2007  |
| Cllr Janice Bamber in attendance      | Holding the executive to account |                                  | To question the portfolio holder on performance against council targets in her portfolio as they relate to this Committee. | 7 February 2007  |
| Critical success factors              | Performance management           | Martin Sullivan                  | To review the third quarter critical success factors.  | 7 February 2007  |
| Draft capital and revenue budgets     | Budget                           | Mick Hayward                     | To consider the O&S responses and recommend budget to Cabinet.   | 7 February 2007  |
| Cllr Mason in attendance              | Holding the executive to account |                                  | To question on performance against council targets in his portfolio as they relate to this Committee.                      | 8 March 2007     |
| Customer First                        | Performance management           | Richard Hicks/<br>Martin Garlick | Update report.   | 8 March 2007     |

| Item   | Work type              | Responsible officer | Objectives   | Timescale    |
|--|------------------------|---------------------|--|--------------|
| Developer contribution and strategy                  | Performance management | Stephen Gaimster    | To consider annually where section 106 agreements have been spent, including details of deadlines and milestones. (Briefing note simultaneously to all Members of the Council – minute 895 refers).<br><br>(To include the developer contributions guide and related Member item. Deferred from 29 November 2006?) | 8 March 2007 |
| Properties for potential rationalisation or disposal | Pre-decision scrutiny  | Nick Anthony        | Members requested to scrutinise the list of potential rationalisation or disposal of properties prior to any decisions being taken on them.  | 8 March 2007 |
| Building repair and maintenance fund                 | Performance management | Nick Anthony        | To consider the building repair and maintenance fund.  | May 2007     |

**Future meeting dates:**

7 February 2007, 8 March 2007

**Work considered during 2006/2007:**23 May 2006

- Community Plan and local area agreements
- Performance Plan
- Risk strategy – key risks
- Rochester Riverside disposal strategy

27 July 2006

- Building repair and maintenance
- Capital and revenue budget monitoring
- Customer First
- Petition - energy saving projects (handed in by Councillor Chishti)

31 August 2006

- Critical success factors
- Medium Term Financial Plan

5 October 2006

- Capital and revenue budget monitoring
- Community Plan
- Cllr Jarrett in attendance
- Community Plan and local area agreements

29 November 2006

- Building repair and maintenance fund
- Capital and revenue budget 2007/2008
- Corporate enforcement policy

3 January 2007

- Critical success factors/six month performance plans
- Draft capital and revenue budgets