

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

**Policy framework documents: Performance Plan, Community Plan and  
Licensing Policy Statement**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>	<b>Timescale</b>
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).  (To include the developer contributions guide and related Member item. Deferred from 29 November 2006?)	27 March 2007
Portfolio Holder in attendance (The Leader - Councillor Rodney Chambers)	Executive accountability	Rosie Gunstone, Overview and Scrutiny Co-ordinator	To question the Leader on performance in his portfolio.	27 March 2008
Staff sickness	Performance management	Tricia Palmer	A report setting out management action with regard to improving and monitoring staff sickness.	27 March 2008
Performance Plan	Policy development	Abi Cooper, Senior Research and Review Officer	To consider the Performance Plan prior to consideration.	19 May 2008
Police report on Licensing Statement	Performance management	Pete Tonge		At the time of producing the Licensing Manager's reports.

Item	Work type	Responsible officer	Objectives	Timescale
English Heritage sites/castles	Performance management	Richard Hicks-	<p>Requested on 16 October.</p> <p>Officers requested to investigate ways of funding the English Heritage sites including the castle setting out options and consequences.</p> <p>Item previously added to the Community Services work programme - addressing options for the long term conservation and management of Rochester Castle.</p>	To be agreed
New Civic HQ Task Group	Scrutiny	Rosie Gunstone	To monitor progress and spend on the move to Gun Wharf.	To be agreed
Report of Energy Conservation Task Group	Scrutiny	Rosie Gunstone	To investigate practical ways to reduce the Council's energy consumption and report back.	To be agreed
Social housing - cross leasing	Policy development	Mick Hayward	Report requested at 4 June 2007 meeting to explore potential for cross leasing/transfer of assets to resolve the issue of appropriation of social housing.	To be agreed
LSP outcomes and targets	Policy development	Stephanie Goad	Report on future scrutiny of LSP outcomes and targets.	To be agreed

**Forthcoming meetings:**

27 March 2008

**Items considered at previous meetings:**

7 February 2008

- Capital budget monitoring - to consider the capital monitoring report for the year based on actual income and expenditure to November 2007
- Critical success factors
- Draft capital and revenue budgets 2008/2009
- Local Area Agreements/Local Strategic Partnership
- Portfolio Holder in attendance (Councillor Janice Bamber)
- Revenue budget monitoring

3 January 2008

- Portfolio Holder in attendance (Councillor Jarrett)
- Draft capital and revenue budgets 2008/2009

29 November 2007

- Budget issues – Tour de France
- Capital and revenue budget monitoring
- Draft capital and revenue budgets 2008/2009

16 October 2007

- Building repair and maintenance fund and rationalisation and disposal of properties
- Call-in - Civic HQ furniture
- Capital and revenue budget monitoring
- Licensing Policy Statement

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6 September 2007

- Critical success factors
- Medium Term Financial Plan
- Strood Riverside - land compensation claim

4 June 2007

- Disposal of land and variation of release of restrictive covenant
- Performance plan
- Work programme review