

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

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

Item	Work type	Responsible officer	Objectives	Timescale
Local Area Agreements (LAA)	Performance management	Stephanie Goad	To consider the LAA submission for Medway.	12 May 2008
Capital Budget Monitoring	Budget scrutiny	Peter Bown	To report on the latest monitoring position.	4 September 2008
Revenue Budget Monitoring	Budget scrutiny	Kevin Woolmer	To report on the latest monitoring position.	4 September 2008
Police report on Licensing Statement	Performance management	Pete Tonge		At the time of producing the Licensing Manager's reports.
English Heritage sites/castles	Performance management	Simon Curtis	Requested on 16 October. Officers requested to investigate ways of funding the English Heritage sites including the castle setting out options and consequences. Item previously added to the Community Services work programme - addressing options for the long term conservation and management of Rochester Castle.	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

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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:

Items considered at previous meetings:

27 March 2008

- Developer contribution and strategy
- Portfolio Holder in attendance (The Leader – Councillor Rodney Chambers)
- Staff sickness

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

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