

**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
Attendance of the Portfolio Holder for Finance and Deputy Leader	Executive accountability		To hold the Portfolio Holder for Finance and Deputy Leader to account.	3 February 2009
Housing revenue account	Performance management	Derrick Singleton	Quarterly reports.	3 February 2009
Council Plan	Policy Development	Stephanie Goad	To consider the proposed Council Plan.	3 February 2009
Capital Budget Monitoring	Budget Scrutiny	Mick Hayward	To report on the latest monitoring position.	3 February 2009
Revenue Budget Monitoring	Budget Scrutiny	Mick Hayward	To report on the latest monitoring position.	3 February 2009
Draft Capital and Revenue Budgets 2009/10	Budget Scrutiny	Mick Hayward	To consider the Capital and Budget Proposals 2009/10 insofar as how they affect this committee.	3 February 2009
Draft Capital and Revenue Budgets	Budget Scrutiny	Mick Hayward	To consider the comments and recommendations of all overview and scrutiny committees on the initial budget plans.	3 February 2009
Critical Success Factors	Performance management	Stephanie Goad	To review the third quarter critical success factors.	3 February 2009
Housing Revenue Account budget report for 2009/2010	Budget Scrutiny	Andy McNally-Johnson/Derrick Singleton	This report details how the HRA revenue and capital budgets have been drafted for 2009/2010. To explain the business objectives and to inform Members as to the revised rent levels for 2009/10.	3 February 2009

Item	Work type	Responsible officer	Objectives	Timescale
Attendance of the Leader	Executive accountability	Richard Hicks	To hold the Leader to account	17 March 2009
Revisions to the Corporate Enforcement Policy	Policy development	Peter Tonge	This report recommends revisions to the Corporate Enforcement Policy.	17 March 2009
Six-monthly review of Key Business Risks	Policy development	Joy Kirby	To review the Council's Corporate Business Risk Register.	17 March 2009
LSP outcomes and targets	Policy development	Stephanie Goad	Report on future scrutiny of LSP outcomes and targets.	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

Forthcoming meetings:

3 February 2009, 17 March 2009

Items considered at previous meetings:

9 December 2008

- Attendance of the Portfolio Holder for Community Services
- Capital Programme 2009/2010 and beyond
- Revenue Budget 2009/2010
- Capital budget monitoring
- Revenue budget monitoring
- Operation of the Housing Maintenance Contract
- Prudential borrowing programme
- Six-monthly Performance report
- Six month review of the Strategic Housing Improvement Plan

16 October 2008

- Attendance of the Portfolio Holder for Customer First and Corporate Services
- Capital budget monitoring
- Revenue budget monitoring
- Six-monthly review of key business risks

4 September 2008

- Member's Item: Local Government Ombudsman's Annual Letter 2008
- Resource Strategy
- Council Plan and Annual Report
- Critical success factors
- Housing Improvement Plan
- Housing Maintenance Contract

17 July 2008

- Audit Commission report on Strategic Housing
- Capital Budget Monitoring (2008/09)
- Housing Revenue Account Capital Programme
- Local Area Agreements update and next steps
- Performance Plan indicators (2007/08)
- Revenue Budget Monitoring (2008/09)

12 May 2008

- Local Area Agreements (LAA)