

Work Programme
Business Support Overview and Scrutiny Committee

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

| Item | Work type | Responsible officer | Objectives | Timescale |
|---|------------------------|--|--|------------------|
| Council plan monitoring (CPM) – 1 st quarter | Policy development | Abi Cooper, Research and Review Manager | To scrutinise the performance against targets in the Council Plan, for the first quarter. | 18 August 2009 |
| Capital Budget monitoring | Budget scrutiny | Peter Bown | This report presents the Capital Budget monitoring to May 2009. | 18 August 2009 |
| Revenue Budget monitoring | Budget scrutiny | Kevin Woolmer | This report presents the Revenue Budget monitoring to May 2009. | 18 August 2009 |
| LAA Performance | Performance Management | Yvonne Wilson | To receive an update report on the performance targets against LAA targets. | 18 August 2009 |
| Council's Medium Term Financial Strategy and Council Plan | Budget scrutiny | Mick Hayward/ Stephanie Goad | This report considers the Council's Medium Term Financial Strategy and the Council Plan outline. | 15 October 2009 |
| Capital Budget monitoring | Budget scrutiny | Peter Bown | This report presents the Capital Budget monitoring to July 2009. | 15 October 2009 |
| Revenue Budget monitoring | Budget scrutiny | Kevin Woolmer | This report presents the Revenue Budget monitoring to July 2009. | 15 October 2009 |
| Review of Risk Management Strategy | Policy development | Joy Kirby | This report reviews the Risk Management Strategy. | 15 October 2009 |

| Item | Work type | Responsible officer | Objectives | Timescale |
|--|--------------------------|--|--|------------------|
| Council plan monitoring (CPM) – 2nd quarter | Policy development | Abi Cooper, Research and Review Manager | To scrutinise the performance against targets in the Council Plan, for the second quarter. | 10 December 2009 |
| Capital Budget monitoring | Budget scrutiny | Peter Bown | This report presents the Capital Budget monitoring to September 2009. | 10 December 2009 |
| Revenue Budget monitoring | Budget scrutiny | Kevin Woolmer | This report presents the Revenue Budget monitoring to September 2009. | 10 December 2009 |
| Attendance of the Portfolio Holder for Community Services | Executive accountability | Richard Hicks (Libraries) Deborah Upton (Housing) | Holding the executive to account. | 10 December 2009 |
| Attendance of the Portfolio Holder for Customer First and Corporate Services | Executive accountability | Stephanie Goad | Holding the executive to account. | 10 December 2009 |
| Capital and Revenue Budget Initial Proposals | Budget scrutiny | Mick Hayward/ Stephanie Goad | To consider the initial budget proposals prior to consideration by all Overview and Scrutiny Committees. | 10 December 2009 |
| Capital Budget monitoring | Budget scrutiny | Peter Bown | This report presents the Capital Budget monitoring to November 2009. | 2 February 2010 |
| Revenue Budget monitoring | Budget scrutiny | Kevin Woolmer | This report presents the Revenue Budget monitoring to November 2009. | 2 February 2010 |
| Final Budget Proposals/Council Plan | Budget scrutiny | Mick Hayward/ Stephanie Goad | To consider the reports back from all Overview and Scrutiny committees on the Budget Proposals and Council Plan. | 2 February 2010 |

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|--|--------------------------|---|---|-----------------|
| Annual Equalities Report | Policy development | Abi Cooper | To consider the Council's Annual Equalities Report. | 2 February 2010 |
| Attendance of the Portfolio Holder for Finance and Deputy Leader | Executive accountability | Mick Hayward | Holding the executive to account. | 2 February 2010 |
| Council plan monitoring (CPM) – 3rd quarter | Policy development | Abi Cooper, Research and Review Manager | To scrutinise the performance against targets in the Council Plan, for the third quarter. | 16 March 2010 |
| Attendance of the Leader | Executive accountability | Richard Hicks | Holding the executive to account. | 16 March 2010 |
| LSP outcomes and targets | Policy development | Stephanie Goad | Report on future scrutiny of LSP outcomes and targets. | To be agreed |
| Revisions to the Corporate Enforcement Policy | Policy development | John Smith | This report recommends revisions to the Corporate Enforcement Policy. | To be agreed |

Forthcoming meetings:

18 August 2009, 15 October 2009, 10 December 2009, 2 February 2010, 16 March 2010

Items considered at previous meetings:2 July 2009

- Annual Report 2008/9
- Housing Revenue Account Capital Programme
- Constitutional changes
- Call-in Sustainable Communities Act 2007