

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

Item	Work type	Responsible officer	Objectives	Timescale
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:

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