

**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
Attendance of the Portfolio Holder for Community Services	Executive accountability	Richard Hicks (Libraries) Deborah Upton (Housing)	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
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
Scrutiny of Business Support budgets	Budget scrutiny	Mick Hayward	This report presents the Cabinet's draft Capital and Revenue Budgets from 2009/2010 relating to this Committee.	10 December 2009
Tenants Incentive Scheme	Policy development	Deborah Upton	This report informs Members of the proposed new Tenants Incentive Scheme.	10 December 2009
Annual Equalities Report	Policy development	Abi Cooper	To consider the Council's Annual Equalities Report.	2 February 2010

Item	Work type	Responsible officer	Objectives	Timescale
Attendance of the Portfolio Holder for Finance and Deputy Leader	Executive accountability	Mick Hayward	Holding the executive to account.	2 February 2010
Capital Budget monitoring	Budget scrutiny	Peter Bown	This report presents the Capital 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
LAA performance monitoring	Performance monitoring	Yvonne Wilson, LSP Manager	To consider an update report on LAA performance.	2 February 2010
Revenue Budget monitoring	Budget scrutiny	Kevin Woolmer	This report presents the Revenue Budget monitoring to November 2009.	2 February 2010
Attendance of the Leader	Executive accountability	Richard Hicks	Holding the executive to account.	16 March 2010
Attendance of the Portfolio Holder for Customer First and Corporate Services	Executive accountability	Richard Hicks	Holding the executive to account.	16 March 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
Six-monthly review of Risk Register	Performance monitoring	Joy Kirby	To review the Council's Risk Register.	16 March 2009
Sustainable Community Strategy	Policy development	John Woodside	This report presents the Sustainable Community Strategy.	16 March 2010
LSP outcomes and targets	Policy development	Stephanie Goad	Report on future scrutiny of LSP outcomes and targets.	To be agreed

Item	Work type	Responsible officer	Objectives	Timescale
Review of Temporary Accommodation Review	Scrutiny	Deborah Upton, Assistant Director Housing and Corporate Services	To review the implementation of the recommendations.	To be agreed

Forthcoming meetings:

10 December 2009, 2 February 2010, 16 March 2010

Items considered at previous meetings:15 October 2009

- Council's Medium Term Financial Strategy and Council Plan
- Petition summary
- Report of Task Group on Support for People in Temporary Accommodation
- Capital budget monitoring
- Revenue budget monitoring
- Review of Risk Management Strategy

18 August 2009

- Council plan monitoring (CPM) – 1st quarter
- Capital Budget monitoring
- Revenue Budget monitoring
- LAA Performance
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2 July 2009

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