

Work Programme
Children and Young People Overview and Scrutiny Committee

Policy framework documents – Children and Young People’s Plan and Youth Justice Plan

Item	Work Type	Responsible officer	Objectives
18 September 2014			
Attendance of Portfolio Holder for Children’s Services (Lead Member)	Holding to account		To hold the Portfolio Holder for Children’s Services (Lead Member to account on performance against his portfolio
New Ofsted single framework	Other	Director of Children and Adult Services	To receive a report detailing Ofsted’s new single framework for the inspection of services for children in need of help and protection, children looked after and care leavers
Care Leavers	Service Review	Assistant Director Children's Social Care	To update the Committee on issues relating to children leaving care
Private Fostering	Service Review	Assistant Director Children's Social Care	To update the Committee on issues relating to the provision of private fostering
Short Breaks Review	Pre decision scrutiny	Assistant Director Partnership Commissioning	Options and recommendations regarding the future delivery of overnight breaks in Medway
Review of the School Organisation Plan 2011-16	Pre-decision scrutiny	Director of Children and Adult Services	To scrutinise the draft updated School Organisation Plan prior to Cabinet decision
Q1 Council Plan Performance Monitoring performance 2014/15	Performance Reviews	Director of Children and Adults	To scrutinise performance against the relevant targets for Council Plan monitoring 2014/15
Children at Risk of Sexual Exploitation <i>(date to be confirmed)</i>	Service Review	MSCB Independent Chair/ Assistant Director Children's Social Care	To update the Committee on action being undertaken to tackle child sexual exploitation

9 December 2014			
Attendance of the Portfolio Holder for Educational Improvement	Holding to account		To hold the Portfolio Holder for Educational Improvement to account on performance against her portfolio
Provisional Educational Outcomes: Looked After Children	Performance Review	Assistant Director Children's Social Care/Assistant Director Inclusion and Development	To consider the provisional educational outcomes for Looked After Children
Role of the Virtual School for Looked After Children	Service Review	Assistant Director Children's Social Care/Assistant Director Inclusion and Development	To consider the role of the virtual school for Looked After Children
Proposed capital and revenue draft budgets 2015/16	Pre-decision scrutiny	Chief Finance Officer	To consider and scrutiny the proposed capital and revenue budgets for 2015/16
Expansion and Relocation of Rivermead Special School	Community Issues	Director of Children and Adult Services	Note: item is subject to Cabinet decision on 15 July 2014 To advise on the outcomes of consultation
Q2 Council Plan Performance Monitoring performance 2014/15	Performance Review	Director of Children and Adult Services	To scrutinise performance against the relevant targets for Council Plan monitoring 2014/15
Provisional test and examination results	Performance Review	Assistant Director, Inclusion and Improvement	To consider the provisional test and examination results for 2013 and progress made against the recommendations of the Key Stage 2 Task Group review
14 January 2015			
Attendance of the Portfolio Holder for Adult Services	Holding to account		To hold the Portfolio Holder for Adult Services to account on performance against his portfolio in relation to the Independent Safeguarding and Review Services
Medway Safeguarding Children Board	Holding to Account	MSCB Independent Chair	To consider and scrutinise the activity of the MSCB and its Business Plan
School Admission Arrangements 2016	Pre-decision scrutiny	Student Services Manager	To scrutinise the proposed admission arrangements for 2016
School Nursing	Other	Director for Public Health	To provide the Committee with an update on the School Nursing Service, at their request.

Medway Action for Families	Service Review	Director of Children and Adult Services	To provide a progress report on Medway's Action for Families programme
25 March 2015			
Q3 Council Plan Performance Monitoring performance 2014/15	Performance Review	Director of Children and Adult Services	To scrutinise performance against the relevant targets for Council Plan monitoring 2014/15

Items for Future Meetings (Dates to be confirmed):

- CAMHS update (within 6-9 months from 15 July meeting)
- Task Group: supporting Medway's care leavers to have a stable and productive adult life being positive active citizens
- Youth Justice Plan

Forthcoming meetings:

18 September 2014
 9 December 2014
 14 January 2015
 25 March 2015

CYP O&S Committee Work Completed in 2013/14:

4 June 2013

- Update on the Fostering Service
- Review of School Organisation Plan 2011-16
- Medway Action for Families
- Improving performance at Key Stage 2

16 July 2013

- Review of overnight short breaks
- Petition – sure start nursery and pre-school facilities at Magpie Hall Road and Luton High Street
- Update on Health Visiting Service
- Children's Social Care Complaints and Compliments Annual Report 2012/13
- End of year performance 2012/13

26 September 2013

- Medway Safeguarding Children Board Annual Report 2012 and Business Plan 2013/14
- Ofsted Inspection of Local Authority arrangements for the protection of children – update report
- Ofsted Inspection of Looked After Children services
- Management action relating to the forecast overspend within the Children's Social Care Division
- Special Educational Needs and Disabilities Pathfinder Programme
- 2013/14 Quarter 1 Performance Monitoring

10 December 2013

- Annual Public Health Report 2012/13: The Health of School Aged Children
- Test and Examination Results
- Children Not in Education
- Youth Justice Plan

- Outcomes of consultation for the proposed prescribed alterations at Brompton Westbrook Primary School
- Proposed Capital and Revenue Draft Budgets 2014/15
- Q2 Council Plan Monitoring

14 January 2014

- Medway Safeguarding Children Board update 2013/14
- Update on School Nursing
- School Admission Arrangements 2015
- Youth Service Provision
- Early Help Strategy

25 March 2014

- Portfolio Holder for Educational Improvement in attendance
- Portfolio Holder for Adult Services in attendance
- Update on progress against the Ofsted inspection action plan
- Adoption services
- Sufficiency Strategy
- Consultation for the expansion and relocation of Abbey Court School
- Q3 – Council Plan Monitoring 2013/14

15 July 2014

- CAMHS
- Children's Social Care Complaints and Compliments Annual Report 2013/14
- Medway Safeguarding Children Board
- The local authority's approach to personal budgets and direct payments
- Q4 Council Plan Performance Monitoring performance 2013/14

Work Programme
Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objectives
19 AUGUST 2014			
Acute mental health inpatient bed update	Community issue	Dr Green, Chief Clinical Officer NHS Medway CCG/Angela McNab, Chief Executive KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Consultation on changes to the dermatology service	Community issue	Carole Eastwood, NHS Medway CCG	To determine whether the changes constitute a substantial variation or development
Attendance of – Medway NHS Foundation Trust	Community issue	Margaret Blackwell, Director of Transformation, Medway NHS Foundation Trust/Steve Hams, Chief Nurse	To scrutinise progress with improvements at the Trust
Mental Health Services in Medway Task Group – review of recommendations	Policy development	Barbara Peacock, Director of Children and Adults / Dr Barnett, Director of Public Health / partners	Six month review of recommendations
Attendance of Portfolio Holder – Adult Services	Holding to account	Councillor Brake	
Quarter 4 performance report	Performance review	Anthony Lewis, Corporate Performance and Intelligence Manager	To consider and comment on the Quarter 4 performance
30 SEPTEMBER 2014			
Acute mental health inpatient bed update	Community issue	Dr Green, NHS Medway CCG/Angela McNab, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Dementia services to meet future needs	Service information	David Quirke-Thornton	To consider an update report on the changes to dementia support services
Progress re adult mental health social work over next three years	Other	David Quirke-Thornton	To scrutinise progress on the service
Quarter 1 performance report	Performance review	Anthony Lewis	To consider and comment on the Quarter 1 performance

Item	Work type	Responsible officer	Objectives
11 DECEMBER 2014			
Acute mental health inpatient bed update	Community issue	Dr Green, NHS Medway CCG/Angela McNab, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Annual Public Health Report	Annual report	Dr Barnett, Director of Public Health	To consider the Director of Public Health's Annual Report
Quarter 2 performance report	Performance review	Anthony Lewis	To consider and comment on the Quarter 2 performance
Health Inequalities Review – six month update	Policy development	Dr Barnett/Rosie Gunstone	Six month review of recommendations
31 MARCH 2015			
Acute mental health inpatient bed update	Community issue	Dr Green, NHS Medway CCG/Angela McNab, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Quarter 3	Performance review	Anthony Lewis	To consider and comment on the Quarter 3 performance
DATE TO BE DETERMINED			
Mortality figures from Medway Maritime Hospital	Community issues	To be agreed	To scrutinise progress by the independent working group set up to consider mortality figures for the hospital. (*every six months from 28/01/2014)
CQC Report on Medway Maritime Hospital	Community issues		
Further information on public access defibrillators	Community issues	Geraint Davies SECamb	To receive further feasibility study on Public Access Defibrillators

Note: Six monthly updates were requested by means of briefing notes on the action plans from the Mortality Working Group – starting July 2013 (next update to be dealt with at the Member briefing scheduled for early New Year) and *subsequently to coincide with attendance by Chief Executive of Hospital. Local Welfare Provision in Medway

Dates of future meetings:

2014: 8 April

Items yet to be programmed:

- (request for joint meeting with Children and Young People's Overview and Scrutiny Committee to be arranged to consider transition for adolescents with mental health problems and young people with disabilities 0-25 year age group).
- The Chief Executive and Chairman of Medway NHS Foundation Trust will be invited to attend 19 August 2014 – a special meeting may be required if they are unable to attend.
- NHS England, Kent and Medway – to be invited to discuss primary care arrangements – on a date to be agreed

Work completed in 2014/2015:

8 April 2014

- Acute mental health inpatient bed update
- Quarter 3 performance report
- Health and Wellbeing Board
- Update on patient transport
- Health inequalities report

24 June 2014

- Petitions
- Acute Mental Health Inpatient Beds Review Update
- Update on report of the Mid Staffordshire NHS Foundation Trust Public Inquiry: Implications for Medway Council
- Support for carers
- Quality of care and value for money – adult social care in Medway
- Adult social care – Annual Complaints and Compliments Report – April 2013 to March 2014
- Work programme

Work Programme
Regeneration, Community and Culture Overview and Scrutiny Committee

Policy framework documents: Community Safety Plan, Local Transport Plan and plans and other strategies which together comprise the Development Plan

<u>Item</u>	Work type	Responsible officer	Objectives
26 JUNE 2014			
Scrutiny of the Community Safety Partnership	Holding to account	Various	Annual scrutiny of the Community Safety Partnership
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions
Rochester Riverside Masterplan	Policy Development	Kate Greenway, Rochester Riverside Project Manager	To consider proposals for the Rochester Riverside Masterplan
Update: De-cluttering Streets Task Group, Strood Pilot	Community Issues	Andy McGrath, Assistant Director, Front Line Services	Report on updating members with the progress and the impact of the pilot scheme in Strood
Update on Guide to Developer Contributions	Policy Development	Stephen Gaimster, Assistant Director, Housing and Regeneration	To review consultation responses to proposed revisions to the Guide to Developer Contributions
Local Flood Risk Management Strategy	Policy development	Priscilla Mumby, Flood Drainage and Special Projects Officer	To consider proposals for the Local Flood Risk management Strategy prior to submission to Cabinet on 15 July 2014
21 AUGUST 2014			
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions
Attendance by the Portfolio Holder for Front Line Services	Holding to account		The Portfolio Holder will be invited to report on work carried out in his portfolio in the remit of this committee, and answer any questions
Member's Item – Councillor Osborne's request for a item on wi-fi access across Medway	Community Issues	Moira Bragg – Head of ICT and Janet Elliott - Category Lead Place and Projects	A response to a request for information from Councillor Osborne

Item	Work type	Responsible officer	Objectives
Council Plan Monitoring 2013/14 – Quarter 4	Scrutiny of Performance	Anne-Marie Lawrence Lovell, Performance Manager	Consider performance against the Council's Key Measures of Success for the fourth quarter of 2013/2014
Presentation on Food Safety	Other	Andy McGrath, Assistant Director, Front Line Services	To receive a presentation on food safety (to include the number of inspections undertaken, how often catering areas are checked and whether such inspections are led by public referrals or on a rota basis)
Review of average journey times across Medway	Policy Development	Steve Hewlett, Integrated Transport	Update reviewing changes to measuring average journey times across Medway
Local Transport Plan – Timing of bus routes and bus punctuality	Performance Review	Steve Hewlett, Integrated Transport	To receive a report on the timing of bus routes and bus punctuality
Medway Statement of Community Involvement	Pre decision scrutiny	Catherine Smith – Planning Manager (Policy)	This report sets out the outcome of the consultation process
2 OCTOBER 2014			
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions
Attendance by the Portfolio Holder for Strategic Development and Economic Growth	Holding to Account		The Portfolio Holder will be invited to report on work carried out in her portfolio in the remit of this committee, and answer any questions
Council Plan Monitoring 2014/15 – Quarter 1	Scrutiny of Performance	Anne-Marie Lawrence Lovell, Performance Manager	Consider performance against the Council's Key Measures of Success for the first quarter of 2014/2015
Cultural Strategy	Pre-decision scrutiny	Richard Hicks, Deputy Director, Customer Contact, leisure, Culture, Democracy and Governance	To consider the Cultural Strategy prior to consideration by Cabinet on 28 October 2014
18 DECEMBER 2014			
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions

Item	Work type	Responsible officer	Objectives
Attendance by the Portfolio Holder for Community Safety and Customer Contact	Holding to Account		The Portfolio Holder will be invited to report on work carried out in his portfolio in the remit of this committee, and answer any questions
Council Plan Monitoring 2014/15 – Quarter 2	Scrutiny of Performance	Anne-Marie Lawrence Lovell, Performance Manager	Consider performance against the Council's Key Measures of Success for the second quarter of 2014/2015
Scrutiny of the Annual Strategic Assessment of the Community Safety Plan's Action Plan	Holding to Account	Andy McGrath, Assistant Director, Front Line Services	Annual report on Strategic Assessment of the Community Safety Plan's Action Plan plus annual scrutiny of the Community Safety Plan (to be confirmed)
Capital and Revenue Budget	Budget Monitoring	Kevin Woolmer – Corporate Accountant	To consider the capital and revenue budget
29 JANUARY 2015			
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions
Attendance by the Leader	Holding to account		The Portfolio Holder will be invited to report on work carried out in his portfolio in the remit of this committee, and answer any questions
Attendance by the Portfolio Holder for Housing and Community Services	Holding to account		The Portfolio Holder will be invited to report on work carried out in his portfolio in the remit of this committee, and answer any questions
7 APRIL 2015			
Petitions (if any)	Community issues	Lauren Wallis/Ellen Wright Democratic Services Officers	Regular report on petitions
Council Plan Monitoring 2014/15 – Quarter 3	Scrutiny of Performance	Anne-Marie Lawrence Lovell, Performance Manager	Consider performance against the Council's Key Measures of Success for the third quarter of 2014/2015
DATES TO BE DETERMINED			
High marginal cost of bus travel	Community issues	Andy McGrath, Assistant Director, Front Line Services	Report on how costs in Medway currently compare with other local authority areas

Item	Work type	Responsible officer	Objectives
Community Officer Service	Policy development	Andy McGrath, Assistant Director, Front Line Services	Review of impact of any changes implemented following Better for Less review
Kent and Medway Growth Deal	Other	Stephen Gaimster, Assistant Director Housing and Regeneration	To receive a presentation on the Kent and Medway Growth Deal (requested at meeting on 10 April 2014)

(Annual reports and reviews considered by this committee are the Scrutiny of the Community Safety Partnership (June) an annual strategic assessment of the Community Safety Plan's Action Plan (Dec), Annual Review of the Waste Contracts (January), Cultural Activities Programme (January) and Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy (date tbc). The annual South Thames Gateway Building Control Partnership Business Plan is circulated via a Briefing Note prior to consideration by the Cabinet).

Future meeting dates:

2014:

21 August
2 October
18 December
29 January
7 April