

**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
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 School Effectiveness and Inclusion	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 School Effectiveness and Inclusion	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 School Effectiveness and Inclusion	To consider the provisional test and examination results for 2013 and progress made against the recommendations of the Key Stage 2 Task Group review

Item	Work Type	Responsible officer	Objectives
Youth Justice Plan	Policy Development	Assistant Director School Effectiveness and Inclusion/Youth Offending Team Manager	To consider the revised Youth Justice Plan
Scrutiny Review Task Group – Support for Care Leavers	Policy Development	Assistant Director Children's Social Care/Democratic Services Officer	
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)
- Early Help Service, including Common Assessment Frameworks
- Local Offer (Short Breaks Review)
- Medway Children's Action Network

Forthcoming meetings:

9 December 2014

14 January 2015

25 March 2015

CYP O&S Committee Work Completed in 2014/15:

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

18 September 2014

- Attendance of the Portfolio Holder Children's Services (lead member)
- Short Breaks Review
- Update on Private Fostering
- New Ofsted Single Framework
- Review of the School Organisation Plan (2011-2016)
- Council Plan Performance Monitoring 2014-2015

Work Programme
Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objective(s)
30 SEPTEMBER 2014			
Acute mental health inpatient bed update	Community issue	Chief Clinical Officer NHS Medway CCG/Chief Executive, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Medway NHS Foundation Trust	Community issue	Acting Chief Executive Medway NHS Foundation Trust/Chairman of the Trust and a representative from Monitor	To scrutinise progress on the action plan following the CQC inspection of Medway NHS Foundation Trust, to discuss with the new Chairman her vision for the Trust and to put questions to Monitor
Dementia services to meet future needs	Service information	Deputy Director, Children and Adult Services	To consider an update report on the changes to dementia support services
Quarter 1 performance report	Performance review	Corporate Performance and Intelligence Manager	To consider and comment on the Quarter 1 performance
Gateway 4 report outsourcing of Linked Service Centres Nelson Court and Robert Bean Lodge	Community Issues	Head of Category Management (People)	Item requested by Councillor Purdy
De-commissioning of health trainer service	Community Issues	Head of Health Improvement	To consider if the de-commissioning of the health trainer service constitutes a substantial variation.
Emergency and Urgent Care Review and Redesign	Community Issues	Chief Operating Officer, NHS Medway CCG	To determine whether the proposed changes constitute a substantial variation or development

<u>Item</u>	<u>Work type</u>	<u>Responsible officer</u>	<u>Objective(s)</u>
11 DECEMBER 2014			
Progress re adult mental health social work over next three years	Other	Deputy Director, Children and Adult Services	To scrutinise progress on the service
Acute mental health inpatient bed update	Community issue	Chief Clinical Officer, NHS Medway CCG/Chief Executive, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Proposed capital and revenue budget 2015-2016	Budget and Policy Framework	Senior Accountant	To consider and scrutinise the proposed capital and revenue budgets 2015-2016
Annual Public Health Report	Annual report	Director of Public Health	To consider the Director of Public Health's Annual Report
Quarter 2 performance report	Performance review	Corporate Performance and Intelligence Manager	To consider and comment on the Quarter 2 performance
Health Inequalities Review – six month update	Policy development	Director of Public Health/Democratic Services Officer	Six month review of recommendations
Gateway 3 contract award residential and nursing care for working age adults	Community issue	Head of Category Management (People)	Requested by Councillor Purdy
Gateway 3 contract award: supported living services for adults	Community issue	Head of Category Management (People)	Requested by Councillor Purdy
27 JANUARY 2015			
Acute mental health inpatient bed update	Community issue	Chief Clinical Officer NHS Medway CCG/Chief Executive, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)

<u>Item</u>	<u>Work type</u>	<u>Responsible officer</u>	<u>Objective(s)</u>
31 MARCH 2015			
Acute mental health inpatient bed update	Community issue	Chief Clinical Officer NHS Medway CCG/Chief Executive, KMPT	To scrutinise progress on the implementation plan (and every meeting until further notice)
Quarter 3	Performance review	Corporate Performance and Intelligence Manager	To consider and comment on the Quarter 3 performance
SECamb report back and update on Emergency Control Centres	Community Issue	Director of Commercial Services	To update on progress
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	Director of Corporate Affairs & Service Development SECamb	To receive further feasibility study on Public Access Defibrillators
Feedback on specification for patient transport contract	Community issue	West Kent CCG Chief Officer	To receive details of draft specification for patient transport from NHS West Kent CCG

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: 30 September 2014, 11 December 2014, 27 January 2015, 31 March 2015.

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 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

Special Meeting 6 August 2014

- Outcome of CQC inspection of Medway NHS Foundation Trust

19 August 2014

- Acute mental health inpatient bed update
- Consultation and changes to the dermatology services
- Mental Health Services in Medway Task Group - review of recommendations
- Attendance of Portfolio Holder - Adult Services
- Update on patient transport
- Quarter 4 performance report

**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
18 DECEMBER 2014			
Petitions (if any)	Community issues	Democratic Services Officers	Regular report on petitions
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	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	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	Corporate Accountant	To consider the capital and revenue budget
Community Officer Service	Policy development	Assistant Director, Front Line Services	Review of impact of any changes implemented following Better for Less review
Local Plan Annual Monitoring	Scrutiny of Performance	Head of Planning	To receive the annual monitoring report on the Local Development Framework
Member's Item – Town Centre Markets	Community issues	Assistant Director, Housing and Regeneration in conjunction with Deputy Director, Customer Contact, Leisure, Culture, Democracy and Governance	To consider a request for information relating to the Town Centre Markets

<u>Item</u>	Work type	Responsible officer	Objectives
29 JANUARY 2015			
Petitions (if any)	Community issues	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
High marginal cost of bus travel	Community issues	Assistant Director, Front Line Services	Report on how costs in Medway currently compare with other local authority areas
Local Transport Plan – Timing of bus routes and bus punctuality	Performance Review	Head of Integrated Transport	To receive a report on the timing of bus routes and bus punctuality
7 APRIL 2015			
Petitions (if any)	Community issues	Democratic Services Officers	Regular report on petitions
Council Plan Monitoring 2014/15 – Quarter 3	Scrutiny of Performance	Performance Manager	Consider performance against the Council's Key Measures of Success for the third quarter of 2014/2015
DATES TO BE DETERMINED			
Kent and Medway Growth Deal	Other	Assistant Director Housing and Regeneration	To receive a presentation on the Kent and Medway Growth Deal (requested at meeting on 10 April 2014)
Review of average journey times across Medway	Policy Development	Head of Integrated Transport	Update reviewing changes to measuring average journey times across Medway

(Annual reports and reviews considered by this committee are the Scrutiny of the Community Safety Partnership (next review due December) an annual strategic assessment of the Community Safety Plan's Action Plan (December), 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:

18 December
29 January
7 April

Work completed in 2014/15:

26 June 2014

Annual Scrutiny of the Community Safety Partnership
Flood and Water Management Act 2010 – Roles and Responsibilities and the Local Flood Risk Management Strategy
Rochester Riverside Management Plan
De-cluttering Strood High Street – Update
Update on Guide to Developer Contributions
Petitions
Work Programme

21 August 2014

Petitions
Portfolio Holder for Front Line Services held to account
2013/2014 Year End Performance Monitoring
Member's Item – Wi-fi access across Medway
Food Safety Presentation
Medway Statement of Community Involvement
Work Programme

Due to be considered on 2 October 2014

Portfolio Holder for Strategic Development and Economic Growth
2014/2015 Quarter 1 Performance Monitoring
Draft Medway Cultural Strategy 2015 – 2019
Member's Item – Protocol for communication/engagement with elected members on major transport issues
Petitions
Work Programme