

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
21 July 2015			
Short Breaks – Update	Other	Assistant Director, Partnership Commissioning	To consider and scrutinise a report on the local offer and a tiered approach to support services (this was added to the work programme following discussion on the review of short breaks at 18 September 2014 meeting)
Outcome of Ofsted Inspection	Service review	Director of Children and Adults Services	To scrutinise the outcome of the recent inspection by Ofsted into the Council’s arrangements for supporting school improvement.
Recruitment in Children’s Social Care	Other	Assistant Director, Children’s Social Care/ Head of HR and Organisational Change	To consider and scrutinise a report which provides detail regarding the issues of recruitment in Children’s Social Care.
Children’s Social Care Complaints and Compliments Annual Report 2015/16	Annual Report		To consider the annual report of children’s social care complaints and compliments for 2015/16
Children and Young People Emotional Health and Wellbeing Strategy		Assistant Director, Partnership Commissioning	To update on progress
Council Plan Monitoring Q4 (2014/15)	Performance reviews	Director of Children and Adult Services	To scrutinise the end of year performance against council plan monitoring in relation to indicators that fall within the remit of this committee.
22 September 2015			
Medway Safeguarding Children Board (MSCB)	Holding to account	Independent Chair, MSCB	To consider the update report from the MSCB Independent Chair.
Council Plan Monitoring Q1 (2015/16)	Performance reviews	Director of Children and Adult Services	To scrutinise Q1 performance against council plan monitoring in relation to indicators that fall within the remit of this committee.

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</i>
8 December 2015			
Draft Capital and Revenue Budgets 2016/17	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft Capital and Revenue Budgets for 2016/17
School Admission Arrangements 2017	Pre-decision scrutiny	Student Services Manager	To scrutinise the proposed school admission arrangements for 2017
Council Plan Monitoring Q2 (2015/16)	Performance reviews	Director of Children and Adult Services	To scrutinise Q2 performance against council plan monitoring in relation to indicators that fall within the remit of this committee.
In attendance – Portfolio Holder for Children’s Services	Holding to account	Councillor O’Brien	
19 January 2016			
In attendance – Portfolio Holder for Adult Services	Holding to account	Councillor Brake	
3 March 2016			
Council Plan Monitoring Q3 (2015/16)	Performance reviews	Director of Children and Adult Services	To scrutinise Q3 performance against council plan monitoring in relation to indicators that fall within the remit of this committee.
To be determined:			
Community Children’s Nursing Service	Community Issues	Assistant Director, Partnership Commissioning	To receive a report updating Members on the planned development of a Medway and Swale Children’s Community Nursing Service.
Support for Care Leavers Task Group – progress update	Policy Development	Assistant Director, Children’s Social Care	To receive an update on the progress made against the recommendations for the Support for Care Leavers Task Group report.

Meetings in 2015/16:

21 July 2015, 22 September 2015, 8 December 2015, 19 January 2016 and 3 March 2016.

Items identified by the Director of Children and Adult Services yet to be programmed by the Committee:

- Outcome of Ofsted Inspection
- Recruitment in Children's Social Care
- Emotional Health and Wellbeing Strategy
- Integrated Family Support
- Early Help Officer
- Annual Report from Children's Safeguarding Service
- Update on Corporate Parenting (including Virtual School) and health assessments for LAC
- Update on Children Centres and Early Years

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

25 March 2015

- Medway Youth Parliament Annual Conference findings
- Medway Safeguarding Children Board – update report
- Update on Medway's Children and Adolescent Mental Health Service
- Support for Care Leavers Task Group
- Sufficiency Report 2015-16
- Update on Early Help
- Proposed development of an integrated Children's Community Nursing Service for Medway and Swale
- Council Plan Quarter 3 2014/15 performance monitoring report

14 January 2015

- Medway Children Action Network
- Medway Action for Families
- Update on School Nursing Service
- Attendance of Portfolio Holder for Adult Services
- School Admission Arrangements 2016

9 December 2014

- Attendance of the Portfolio Holder for Educational Improvement
- Provisional Test and Examination results for 2014
- Outcome of consultation for the proposed prescribed alterations at Rivermead Special School
- Youth Justice Plan
- Capital and Revenue Budget 2015/16
- Council Plan Monitoring – Quarter 2

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 2014-201

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**

3 June 2014

- **Outcome of consultation for the proposed prescribed alterations at Danecourt Special School**
- **Sure Start Children's Centres and Early Childhood outcomes 2013-14**
- **Safeguarding Peer Review**

Work Programme
Health and Adult Social Care Overview and Scrutiny Committee

23 JUNE 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)
Adult Complaints Annual Report	Annual Report	Customer Relations Manager	To consider and comment on the annual report on adult complaints.
Attendance of new Chief Executive and the Chair of Medway NHS Foundation Trust	Holding to account	The chief Executive and Chair of Medway NHS Foundation Trust	To meet the new Chief Executive of Medway NHS Foundation Trust and discuss with her and the Chair of the Trust to discuss progress against the action plan following the Care Quality Commission Inspection
Update on Care Act	Other	Programme Manager Care Act	To be informed of the introduction of the Care Act.
Member item – Councillor Purdy – care in the community		Deputy Director, Children and Adult Services/Democratic Services Officer	The Committee will be asked to consider whether any further action needs to be taken in respect of this item.

11 AUGUST 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)
Urgent Care Review	Community Issue	Programme Direction Urgent Care Redesign North Kent CCG's	To comment on the outline business case and service specification for urgent care.
Vascular and Stroke Reviews	Community	Project Director Vascular and Stroke Services Reviews	To determine whether the reviews of vascular service and stroke service are substantial variations (likely August 2015)
Council Plan Monitoring Q4 (2014/15)	Performance reviews	Director of Children and Adult Services	To scrutinise the end of year performance against council plan monitoring in relation to indicators that fall within the remit of this committee.

1 OCTOBER 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)
Council Plan Monitoring Q1 (2014/15)	Performance reviews	Director of Children and Adult Services	To scrutinise performance against council plan monitoring in relation to indicators that fall within the remit of this committee.
Dementia Strategy – Commissioning Intentions	Pre-decision scrutiny	Partnership Dementia Lead	To consider the commissioning intentions (the model of commissioning and associated costs for the procurement of dementia services across health and social care) prior to submission to the Cabinet for approval on 27 October 2015/
Portfolio Holder for Adult Services in attendance	Holding to account	Councillor Brake	

17 DECEMBER 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)
Council Plan Monitoring Q2 (2014/15)	Performance reviews	Director of Children and Adult Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this committee.
Draft Capital and Revenue Budget	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft Capital and Revenue Budgets for 2016/17

26 JANUARY 2016

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)
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17 MARCH 2016

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)
Council Plan Monitoring Q3 (2014/15)	Performance reviews	Director of Children and Adult Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this committee.

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)
Further information on public access defibrillators	Community issues	Director of Corporate Affairs & Service Development - SECamb	To receive further feasibility study on Public Access Defibrillators
Annual Report Care Homes	Community Issues	Deputy Director, Children and Adult Services	To consider quality of care, adult safeguarding issues, value for money and direction of travel for care homes.

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.

Dates of future meetings:

23 June 2015, 11 August 2015, 1 October 2015, 17 December 2015, 26 January 2016, 17 March 2016

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).
- NHS England, Kent and Medway - to be invited to discuss primary care arrangements – on a date to be agreed.

Work completed in 2015/2016:

31 March 2015

- Acute mental health inpatient bed update
- CQC – Approach to Inspection of GP Services
- Quarter 3 Council Plan monitoring
- SECamb report back and update on Emergency Control Centres
- Member item – Community meals project
- Patient transport update
- Urgent Care Review Update

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

Item	Work type	Responsible officer	Objectives
6 AUGUST 2015			
Council Plan Monitoring 2014/15 – Quarter 4	Scrutiny of Performance	Performance Manager	Consider performance against the Council's Key Measures of Success for the final quarter of 2014/2015
Possible replacement of barriers to woods in Fowey Close, Lordswood	Community Issues	Assistant Director Front Line Services	Report back to Committee after the Assistant Director Front Line Services has met with the lead petitioner (Minute 926 - 7/4/15)
Snow Warden Project – Year 2 Review – <i>Item added at the suggestion of the Director</i>	Community Issues	Head of Highways and parking	To consider a review of the Snow Warden Project following the 2014/15 Winter Period.
Portfolio Holder for Front Line Services in attendance	Holding to account	Councillor Filmer	
29 SEPTEMBER 2015			
Council Plan Monitoring 2015/16	Scrutiny of Performance	Performance Manager	Consider performance against the Council's Key Measures of Success for the first quarter of 2014/2015
Member's Item from Councillor Etheridge on the impact on Medway's infrastructure of major projects in the area	Community Issues	Various	To provide a response to a number of questions put forward by Councillor Etheridge on the impact on Medway's infrastructure of major projects in the area
Portfolio Holder for Planning, Economic Growth and Regulation in attendance	Holding to account	Councillor Chitty	
10 DECEMBER 2015			
Council Plan Monitoring 2015/16	Scrutiny of Performance	Performance Manager	Consider performance against the Council's Key Measures of Success for the second quarter of 2015/16

Item	Work type	Responsible officer	Objectives
Capital and Revenue Budget 2016/17	Budget Monitoring	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2016/17
Annual Scrutiny of the Community Safety Partnership	Holding to Account	Assistant Director Front Line Services	Annual Scrutiny of the Community Safety Partnership
Portfolio Holder for Corporate Services in attendance	Holding to account	Councillor Mackness	
28 JANUARY 2016			
Annual Review of Waste Contracts	Service Review	Head of Waste Services	The annual review of Waste Contracts
Cultural Activities Programme	Annual report	Acting Director of Regeneration, Community and Culture	The annual report on the Cultural Activities Programme
Deputy Leader and Portfolio Holder for Housing and Community Services in attendance	Holding to account	Councillor Doe	
Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships in attendance	Holding to account	Councillor Chambers OBE	
29 MARCH 2016			
Council Plan Monitoring 2015/16	Scrutiny of Performance	Performance Manager	Consider performance against the Council's Key Measures of Success for the third quarter of 2015/16
Portfolio Holder for Business Management	Holding to account	Councillor Turpin	
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

Item	Work type	Responsible officer	Objectives
Market Officers plans for expansion of markets	Community issues	Assistant Director Housing and Regeneration	To receive a report setting out any ideas from the newly recruited market staff for the possible expansion of markets (Minute 732 – 29/1/15)
Review of shared use bay installation in York Avenue, Gillingham	Community Issues	Assistant Director Front Line Services	Report back to Committee for a review 6 months after the shared use bay has been operational (the lead petitioner to be invited to attend the meeting) (Minute 726 – 7/4/15)
How adopted roads have been adopted in Medway in the past	Community Issues	Assistant Director Front Line Services	To receive a report setting out how adopted roads in Medway have been adopted in the past. (Minute 726 – 7/4/15)
Closure of Tesco Store in Chatham – Report on the future options for the whole site if a new user is not found within 6 months	Community Issues	Assistant Director Housing and Regeneration	To consider future options for the whole site if a new user is not found within 6 months (report due back Sept/October 2015) (Minute 929 – 7/4/15)

Annual reports and reviews considered by this committee are:

1. The Scrutiny of the Community Safety Partnership (December)
2. Annual Scrutiny of the Community Safety Partnership (December)
3. Annual Review of the Waste Contracts (January)
4. Cultural Activities Programme (January)
5. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy (**date tbc**)

Note: 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:

2015:

6 August 2015
29 September 2015
10 December 2015
28 January 2016
29 March 2015