

**As agreed by the Health and Adult Social Care Overview and Scrutiny
Committee on 23 August 2016**

**Work Programme
Health and Adult Social Care Overview and Scrutiny Committee**

Item	Work type	Responsible officer	Objectives
15 NOVEMBER 2016 (Rearranged from 20 October since the August meeting)			
Acute mental health inpatient bed update	Community issue	Executive Director, Operations, KMPT	To scrutinise an update on acute mental health beds and out of area placements
Quarter 1 Council Plan report	Performance report	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.
South East Coast Ambulance Trust	Community issue	Acting Chief Executive, South East Coast Ambulance Trust	To scrutinise benchmarking with the East Kent pilot on NHS 111 and 999, an update on staffing at NHS 111, including training undertaken and an update on progress in view of the Care Quality Commission's Inspection of the Trust
Home First	Community issue	Director of Children and Adult Services	To receive a progress report
Update on GP issues	Community issue	NHS England	To scrutinise various GP related issues raised by Members
Medway NHS Foundation Trust	Community issue	Chief Executive, MFT	To scrutinise the improvement journey of the Trust
15 DECEMBER 2016			
Draft Capital and Revenue Budget	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft Capital and Revenue Budgets for 2017/18
Quarter 2 Council Plan report	Performance report	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.
Patient transport	Community issue	Chief Clinical Officer, NHS West Kent CCG	To receive a progress report on the new provider for Medway and Kent

Item	Work type	Responsible officer	Objectives
24 JANUARY 2017			
Acute mental health inpatient bed update	Community issue	Executive Director, Operations, KMPT	To scrutinise an update on acute mental health beds and out of area placements
Portfolio Holder Being Held to Account	Holding to account	Councillor Brake	To hold the Portfolio Holder to account on performance against his portfolio
North Kent Urgent Care Redesign	Community Issue	Accountable Officer, Medway CCG	To further scrutinise the proposals following public consultation
16 MARCH 2017			
Quarter 3 Council Plan report	Performance report	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
Kent and Medway Sustainability and Transformation Plan	Community Issue	Accountable Officer, Medway CCG	To scrutinise development and implementation of the Plan

DATE TO BE DETERMINED			
NHS Clinical Commissioning Group Five Year Strategy 2016-2021 and Operating Plan 2016-17	Community Issue	Accountable Officer, Medway CCG	To scrutinise the Strategy and Operating Plan
Health and Wellbeing Board Update	Holding to Account	Representatives of Health and Wellbeing Board	To hold the Health and Wellbeing Board to account against the priorities in the Joint Health and Wellbeing Strategy
Telecare Update	Community Issue	TBC	
Further information on public access defibrillators	Community issue	Director of Corporate Affairs & Service Development - SECamb	To receive further feasibility study on Public Access Defibrillators

Work completed in 2016/2017:

June 2016

- Update on Medway NHS Foundation Trust
- Proposed Development of the Health Service or Variation in
- Provision of Health Service - Relocation of Stroke Beds from St Bartholomew's Hospital
- Acute Mental Health Inpatient Bed Review Update
- Council Plan End of Year Quarter 4 2015/16 Performance
- Monitoring Report
- "Getting Better Together" Medway Adult Social Care Strategy
- Work Programme

August 2016

- Kent and Medway Sustainability and Transformation Plan
- NHS Medway Clinical Commissioning Group Five Year Strategy 2016-2021 and Operating Plan 2016-17
- North Kent Urgent Care Redesign
- Acute Mental Health Inpatient Bed Review Update
- All Age Eating Disorder Service in Kent and Medway
- Adult Social Care Dementia Review
- Adult Social Care Annual Complaints and Compliments Report 2015-16
- Work programme

Work Programme
Regeneration, Culture and Environment 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
8 DECEMBER 2016			
Attendance by the Portfolio Holder for Resources	Holding to account	Councillor Gulvin	
Annual Scrutiny of the Community Safety Partnership	Holding to account	Assistant Director Frontline Services	Annual scrutiny of the Community Safety Partnership
Capital and Revenue Budget 2017/18	Annual budget report	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2017/18
Council Plan Monitoring 2015/16 – Quarter 2	Scrutiny of Performance	Performance Manager	Consider performance against the Council's key measures of Success for the second quarter of 2015/16
17 JANUARY 2017			
Attendance by the Deputy Leader and Portfolio Holder for Housing and Community Services	Holding to account	Councillor Doe	
Attendance by the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships	Holding to account	Councillor Rodney Chambers OBE	
<i>Annual Review of Waste Contracts</i>	<i>Service Review</i>	<i>Head of Waste Services</i>	<i>The annual review of Waste Contracts</i>
Cultural Activities Programme	Annual report	Assistant Director Physical and Cultural Regeneration	The annual report on the Cultural Activities Programme

Item	Work type	Responsible officer	Objectives
Housing (Demand, Supply and Affordability) Task Group – Update on progress	Policy Development	Assistant Director Physical and Cultural Regeneration	To receive an update on progress in implementing the Task Group's recommendations
28 MARCH 2017			
Council Plan Monitoring 2015/16 – Quarter 3	Scrutiny of Performance	Performance Manager	Consider performance against the Council's key measures of Success for the third quarter of 2015/16
Attendance by the Portfolio Holder for Business Management	Holding to account	Councillor Turpin	
DATES TO BE DETERMINED			
A report on the possible introduction of 20splenty scheme introducing speed restrictions in residential roads in Medway	Policy development	Assistant Director, Frontline Services	To receive a report on the possible introduction of a 20splenty scheme for residential roads in Medway either as a pilot or Medway wide to be considered before referral to Cabinet or Council (Agreed on 10 December 2015)
Street Licensing – Placing objects on the highway	Policy development	Assistant Director Frontline Services	Subject to the pilot scheme being approved by Cabinet in March 2016, a report on the outcome of the pilot scheme be submitted to this Committee in the Summer of 2017 (Minute 715 – January 2016)
Information on the levels of finance needed to be invested in the highways network in order to maintain current levels of technical performance	Other	Head of Highways, Maintenance and Parking	To respond to a request by the Committee (Minute 899 - 29 March 2016)

Item	Work type	Responsible officer	Objectives
Kent and Essex Inshore Fisheries and Conservation Authority Update	Other	Democratic Services	To receive an update from Kent and Essex Inshore Fisheries and Conservation Authority on the no-take zone in the Medway Estuary. 12 months from August 2016. Minute 197 refers.

Annual reports and reviews considered by this committee are:

1. Annual Scrutiny of the Community Safety Partnership (December)
2. Annual Review of the Waste Contracts (January)
3. Cultural Activities Programme (January)
4. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy (Sept/Oct)

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:

2016/17:

8 December 2016
17 January 2017
28 March 2017

Work completed in 2016/17

16 June 2016

York Avenue, Gillingham six month review following implementation of parking changes
Update on Arriva Services in Medway
Council Plan End of Year Quarter 4 2015/16 Performance Monitoring Report
Petitions
Work Programme

18 August 2016

Presentation by Kent and Essex Inshore Fisheries and Conservation Authority
Attendance by the Portfolio Holder for Front Line Services
Petitions
Work Programme

Work Programme
Children and Young People Overview and Scrutiny Committee

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

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</i>
December 2016			
Council Plan Monitoring Q2 2016-17	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.
School Admission Arrangements 2018	Pre-decision Scrutiny	Assistant Director, Partnership Commissioning	To scrutinise the proposed admission arrangements for 2018 and forward recommendations to Cabinet for consideration.
Draft Capital and Revenue Budget 2017-18	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the proposed draft Capital and Revenue Budgets for 2017-18, in relation to the services that fall within the remit of this Committee.
Sufficiency Report	Pre-decision scrutiny	Assistant Director, Partnership Commissioning	To scrutinise the draft sufficiency report
Youth Justice Plan	Pre-decision scrutiny	Interim Assistant Director, School Effectiveness and Inclusion	To scrutinise the draft Youth Justice Plan
Short Breaks	Pre-decision scrutiny	Assistant Director, Partnership Commissioning	To scrutinise the report with updated information on providers needed and to examine the idea that a part of the budget should be held centrally and that some services are provided centrally.
Medway Child Health Recommissioning Project	Pre-decision scrutiny	Interim Director of Public Health/ Assistant Director, Partnership Commissioning	To scrutinise a report on proposals for a Medway Child Health recommissioning project and to determine whether or not the proposals are substantial variation or development.
January 2017			
Attendance of the Portfolio Holder for Adult Services	Holding to account	Councillor Brake	To hold the Portfolio Holder for Adult Services to account on performance against his portfolio in relation to the Independent Safeguarding and Review Services

Item	Work Type	Responsible officer	Objectives
Adoption Services	Other	Assistant Director, Children's Social Care	To scrutinise a report on adoption services in Medway.
March 2017			
Attendance of the Portfolio Holder for Children's Services (Lead Member)	Holding to account	Councillor Mackness	To hold the Portfolio Holder for Children's Services (Lead Member) to account on performance against his portfolio.
Attendance of the Portfolio Holder for Educational Attainment and Improvement	Holding to account	Councillor Potter	To hold the Portfolio Holder for Educational Attainment and Improvement to account on performance against his portfolio
Annual report on School Performance 2016		Interim Assistant Director, School Effectiveness and Inclusion	To scrutinise the annual report of the performance of schools in Medway.
Council Plan Monitoring Q3 2016-17	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 scrutinise a report updating Members on the planned development of a Medway and Swale Children's Community Nursing Service. <i>This is now part of the Medway Child Health Recommissioning Project and therefore will be removed from the work programme</i>
Aut Even	Other	Deputy Director, Children and Adult Services	To consider a report regarding Aut Even (added to the work programme at the 26 May 2016 meeting)
Home to School (including Special Educational Needs and Disabilities) Transport Policy	Pre-decision scrutiny	Interim Assistant Director, School Effectiveness and Inclusion	To consider the outcome of consultation relating to the Home to Schools (including SEN and disabilities) Transport Policy
Female Genital Mutilation	Other	Interim Deputy Director, Children and Adult Services	To consider a report providing information on Female Genital Mutilation.

Future meeting dates:

2016: 2 August, 6 October, 6 December,

2017: 19 January 2017, 9 March.

CYP O&S Committee Work Completed in 2016/17:

26 May 2016

- Medway Safeguarding Children Board (MSCB) Update report
- Update on Integrated Family Support (and Early Help)
- Short Breaks Provision for Children with Disabilities and the Local Offer
- 16-19 Strategy 2016-2020
- Sufficiency Report 2016-17

1 September 2016

- Special Educational Needs and Inclusion Strategy 2016-2020
- Annual report of Children's Social Care Complaints and Compliments 2015-16
- Petitions
- Council Plan End of Year Quarter 4 2015-16 monitoring report.

6 October 2016

- Medway Safeguarding Children Board Annual Report 2015-16
- Development of a Regional Adoption Agency
- Annual Update on Children's Social Care Services
- Young Persons Wellbeing Service - Service Model and High Level Specification
- Short breaks Provision for Children with Disabilities and the Local Offer
- Council Plan Quarter 1 2016/17 Performance Monitoring Report