

Work Programme
Children and Young People Overview and Scrutiny Committee

Policy framework documents – Youth Justice Plan

Appendix 2

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</i>
5 December 2017			
Annual Fostering Report	Pre Decision Scrutiny	Deputy Director, Children and Adult Services	To scrutinise commissioning, delivery and monitoring of fostering services in Medway.
Aut Even – Ofsted Inspection	Information Item	Director, Children and Adult Services	To scrutinise the Council’s response and action plan to address recommendations from Ofsted following its inspection of Aut Even in July 2017.
Council Plan Monitoring – Q2 2017/18 Performance Report	Performance Reviews	Deputy Director, Children and Adult Services	To scrutinise the Council Plan performance monitoring information that relates to this Committee.
Draft Capital and Revenue Budgets 2018/19	Pre Decision Scrutiny	Chief Finance Officer	To scrutinise the draft capital and revenue budget for 2018/19 in relation to children and young people services.
Overnight Short Breaks	Pre Decision Scrutiny	Assistant Director, Commissioning, Business and Intelligence	To scrutinise proposals relating to services currently provided at Aut Even and Parklands.
Report on attainment at Key Stage 2	Information item	Deputy Director, Children and Adult Services	To scrutinise attainment levels at Key Stage 2.
School Admissions Arrangements 2019	Pre Decision Scrutiny		To scrutinise the proposed school admission arrangements for September 2019 intake.
Sufficiency Report	Pre Decision Scrutiny	Assistant Director, Commissioning, Business and Intelligence	To scrutinise the draft sufficiency report.
11 January 2018			

Item	Work Type	Responsible officer	Objectives
Annual Adoption Report 2016/17	Pre Decision Scrutiny	Deputy Director, Children and Adult Services	To scrutinise commissioning, delivery and monitoring of adoption services in Medway.
Attendance of the Portfolio Holder for Adult Services	Portfolio Holder 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.
8 March 2018			
Annual Report on School Performance 2017	Council Performance & Budget Monitoring	Director, Children and Adult Services	To scrutinise school performance for 2016/17.
Attendance of the Portfolio Holder for Children's Services (Lead Member)	Portfolio Holder 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	Portfolio Holder Holding to Account	Councillor Potter	To hold the Portfolio Holder for Educational Attainment and Improvement to account on performance against his portfolio.
Council Plan Monitoring – Q3 2017/18 Performance Report	Performance Reviews	Deputy Director, Children and Adult Services	To scrutinise the Council Plan performance monitoring information that relates to this Committee
June 2018 (exact date to be confirmed)			
Cookham Wood Young Offenders Institute - update	Information Item	Deputy Director, Children and Adult Services	To consider a report providing information on Cookham Wood Young Offenders Institute
To be determined			
Female Genital Mutilation	Information Item	Deputy Director, Children and Adult Services	To consider a report providing information on Female Genital Mutilation.
Immunisation Services update	Information Item	Director, Public Health	To scrutinise delivery and development of immunisation services.

Item	Work Type	Responsible officer	Objectives
Maternity Services Transformation	Information item	Assistant Director, Partnership Commissioning, Children and Adults Services	To consider the proposed changes to the local maternity system in response to the Better Births national review.
Tackling Racism in Medway	Information Item	Director, Children and Adult Services	Report following findings of the Medway Youth Parliament Conference 2017 and update report submitted to the Committee on 5 October 2015.
Update on the Integrated Youth Support Service	Information Item	Deputy Director, Children and Adult Services	To consider a progress report on the remodelling of the Integrated Youth Support Services.
Update on transfer of Family Nurse Partnership service to Health Visiting service	Information Item	Director of Public Health	To consider an update report on the transfer of the FNP to the Health Visiting service.
Young Asylum Seekers in Medway	Information item		To consider a report providing information on young asylum seekers in Medway.

CYP O&S Committee Work Completed in 2017/18:

1 August 2017

- Transformation of Early Help Services – Outcome of Consultation
- Complaints and Compliments Annual Report – April 2016 to March 2017
- Medway Youth Justice Partnership Strategic Plan 2017-2020
- Council Plan Performance Monitoring Report – End of Year: Quarter 4 (2016/17)

31 August 2017

- Call-In: Transformation of Early Help Services – outcome of consultation and business case
- Aut Even - outcome of Ofsted inspection and action plan

5 October 2017

- Medway Safeguarding Children Board
- Council Plan Monitoring – Q1 2017/18 Performance Report
- Aut Even – Ofsted Inspection
- Tackling racism in Medway
- Maternity Services Transformation
- Immunisation Services update

Work Programme

Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objectives
14 DECEMBER 2017			
Quarter 2 Council Plan report	Council Performance & Budget Monitoring	Director of Children and Adults 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 2017/18
Kent and Medway Sustainability and Transformation Plan	Scrutiny of External Organisations	Senior Responsible Officer for Kent and Medway CCG	To scrutinise the development of the Plan
Medway NHS Foundation Trust (MFT) Update	Community Issue	Chief Executive, MFT	To receive an update on the improvement journey of the Trust following publication of inspection findings
Kent and Medway NHS Social Care Partnership Trust (KMPT)	Community Issue	Chief Executive, KMPT	To scrutinise an update on acute mental health bed provision and the wider work of the Trust.
Adult Safeguarding Board Annual Report	Scrutiny of External Organisations	Director of Children and Adults / Chair of Safeguarding Board	To receive the Annual Report of the Kent and Medway Adult Safeguarding Board

Item	Work type	Responsible officer	Objectives
18 JANUARY 2018			
Portfolio Holder Being Held to Account	Portfolio Holder Holding to account	Councillor Brake	To hold the Portfolio Holder to account on performance against his portfolio
Dementia Task Group – ‘How far has Medway gone in developing a Dementia Friendly Community?’	Task Groups	Director of Children and Adult Services / Director of Regeneration, Commerce and Culture	To receive an update on the implementation of the recommendations of the Task Group
Transition from Children’s to Adult Services	Information Items	Director of Children and Adult Services	To provide the Committee with an overview of how this transition is managed.
Patient Transport	Scrutiny of External Organisations	Chief Clinical Officer, NHS West Kent CCG	To receive a progress report on the new provider for Medway and Kent.
South East Coast Ambulance (SECamb) Trust Update	Scrutiny of External Organisations	Chief Executive, SECamb	To receive an update on work being undertaken to address the inadequate rating following the Care Quality Commission inspection.
Community Services Re-procurement Programme: Progress Report	Health Service Substantial Variations	Accountable Officer, Medway CCG	To receive an update and determine whether or not the proposals amount to a substantial development of or variation in the provision of health services in the local authority’s area.

Item	Work type	Responsible officer	Objectives
15 MARCH 2018			
Quarter 3 Council Plan report	Council Performance & Budget Monitoring	Director of Children and Adults Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this Committee
Pharmaceutical Needs Assessment	Pre-decision scrutiny	Director of Public Health	To review the Pharmaceutical Needs Assessment ahead of presentation to the Health and Wellbeing Board

DATE TO BE DETERMINED			
Medway Mental Health Strategy	Pre Decision Scrutiny	Director of Children and Adult Services	To scrutinise the draft Mental Health Strategy
All Age Eating Disorder Service	Information Items	Director of Children and Adult Services	To receive an update on the service following the commencement of service delivery by a new provider

Work completed in 2017/2018:

June 2017

- South East Coast Ambulance Service Update
- Update Report: Medway Intermediate Care and Reablement Service
- Medway Integrated Urgent Care Redesign
- Community Services Re-procurement Programme: Progress Report
- Re-commissioning of Medway Adult Substance Misuse Treatment Services
- Council Plan Performance Monitoring Report End of Year: Quarter 4: 2016/17
- Work Programme

August 2017

- Kent and Medway Sustainability and Transformation Plan Update
- Update on Medway NHS Foundation Trust (MFT)
- Kent and Medway NHS and Social Care Partnership Trust (KMPT) Mental Health Update
- Medway Integrated Urgent Care Redesign
- Adult Social Care - Annual Complaints and Compliments Report - April 2016 to March 2017
- Petitions
- Work programme

October 2017

- South East Coast Ambulance (SECAMB) Trust Update
- Kent and Medway Patient Transport Services - Performance Update
- Community Services Re-procurement Programme: Progress Report
- Quarter 1 Council Plan report
- Overview of Medway Community Support Outreach Team
- 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
7 DECEMBER 2017			
Attendance by the Portfolio Holder for Resources	Portfolio Holder Holding to account	Councillor Gulvin	
Council Plan Monitoring 2016/17 Quarter 2	Council Performance and Budget Monitoring	Performance Manager	To consider performance against the Council's key measures of success for the 2nd quarter of 2016/17
Capital and Revenue Budget	Council Performance and Budget Monitoring	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2018/19
Annual Scrutiny of the Community Safety Partnership	Scrutiny of External organisations	Assistant Director Frontline Services	Annual scrutiny of the Community Safety Partnership
Member's Item requesting an update on progress with action arising from the Council motion asking for a Challenge 25 system for the sale of corrosive substances	Member's Item	Assistant Director Front Line Services	To consider a Member's Item requesting an update on progress with action arising from the Council Motion approved on 12 October 2017
Member's item on parking in Gillingham South and Gillingham North Wards	Member's Item	Assistant Director Front Line Services	To consider a Member's Item on parking issues in Gillingham South and Gillingham North Wards
23 JANUARY 2018			
Attendance by the Deputy Leader and Portfolio Holder for Housing and Community Services	Portfolio Holder Holding to Account	Councillor Doe	

Item	Work type	Responsible officer	Objectives
Attendance by the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships	Portfolio Holder Holding to Account	Councillor Rodney Chambers	
Cultural Activities Programme	Council Performance and Budget Monitoring	Assistant Director Physical and Cultural Regeneration	The annual report on the Cultural Activities Programme <i>This is likely to be a briefing note subject to agreement on 7 December 2017</i>
Report providing 6 month update on the recommendations from the Dementia Task Group	Task Groups	Assistant Director Frontline Services and Assistant Director Physical and Cultural Regeneration	Six monthly update report outlining progress on the recommendations from the Dementia Task Group
Street Licensing – Placing objects on the highway	Pre-decision scrutiny	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 refers)
Report from the Task Group on Employment Opportunities for Young People in Medway	Task Group	Assistant Director Physical and Cultural Regeneration	To receive a report from the cross cutting Task Group
28 MARCH 2018			
Attendance by the Portfolio Holder for Business Management	Portfolio Holder Holding to Account	Councillor Turpin	
Annual Review of Waste Contracts	Council Performance and Budget Monitoring	Head of Waste Services	The annual review of waste
Council Plan Monitoring 2016/17 – Quarter 3	Council Performance and Budget Monitoring	Performance Manager	To consider performance against the Council's key measures of success for the 3 rd quarter of 2016/17

Item	Work type	Responsible officer	Objectives
Information on the levels of finance needed to be invested in the highways network in order to maintain current levels of technical performance	Information items	Head of Highways, Maintenance and Parking	To respond to a request by the Committee (Minute 899 March 2016 refers)
DATES TO BE DETERMINED			
Declaration of Four Elms Hill Air Quality Management Area – Action Plan	Pre-decision scrutiny	Assistant Director Frontline Services/Environmental Protection Team Leader	To consider the Four Elms Hill Air Quality Management Area – Action Plan (Minute 230 – August 2017 refers)
Performance Indicator NI 167 – Average journey times along 5 routes across Medway	Information item	Assistant Director Front Line Services/Head of Performance and Intelligence	Added to the work programme at RCE O&S Committee on 19 October 2017

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/March)
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:

7 December 2017
23 January 2018
28 March 2018

Work completed in 2017/18

15 June 2017

Member's Item – Splashes Leisure Pool
Report on the possible introduction of a 20sPlenty scheme in Medway
Council Plan Performance Monitoring Report End of Year: Quarter 4 2016/17
Petitions
Work Programme

17 August 2017

Petitions

Attendance by the Portfolio Holder for Front Line Services

Member's Item – Upper Luton Road Retaining Wall

Declaration of Four Elms Hill Air Quality Management Area

Report on the outcome of investigations into the possible provision of a mini roundabout at the Magpie Hall Road junction with Palmerston Road

Work Programme

19 October 2017

Attendance by the Portfolio Holder for Planning, Economic Growth and Regulation

Council Plan Performance Monitoring Report Quarter 1 2017/18

Petitions

Work Programme