

**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**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
<b>28 MARCH 2018</b>			
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 <sup>rd</sup> quarter of 2016/17
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)
<b>JUNE 2018 (DATE TO BE DETERMINED)</b>			
Report back on Member's Item concerning Parking in Gillingham North and South Wards	Member's item	Assistant Director Front Line Services	To report back on possible ways forward for future consideration concerning parking in Gillingham North and South Wards (Minute 571 December 2017 refers)
<b>DATES TO BE DETERMINED</b>			
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)

Item	Work type	Responsible officer	Objectives
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 work programme on 19 October 2017 <i>Subject to agreement in January 2018, this will be built into the next Performance Monitoring report</i>

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) – *Agreed that this will be a briefing note in 2018*
4. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy - *Agreed that this will be a briefing note in early 2018*

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:

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

7 December 2017

Annual Scrutiny of the Community Safety Partnership, including an update on the Community Safety Plan 2016 to 2020

Member's Item: Update on a proposed implementation plan for the Challenge 25 initiative

Attendance by the Portfolio Holder for Resources

Draft Capital and Revenue Budget 2018/19

Council Plan Performance Monitoring Report Quarter 2 2017/18

Member's Item: Parking in Gillingham North and South Wards

Petitions

Work Programme



Work Programme  
Children and Young People Overview and Scrutiny Committee

Policy framework documents – Youth Justice Plan

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</i>
<b>8 March 2018</b>			
Annual report of the Children's Social Care Service	Council Performance & Budget Monitoring	Deputy Director, Children and Adults	To scrutinise the annual report from the Children's Social Care Service.
Annual Report on School Performance 2017	Council Performance & Budget Monitoring	Director, Children and Adults 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.
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, October and November/December 2017.
Council Plan Monitoring – Q3 2017/18 Performance Report	Performance Reviews	Deputy Director, Children and Adults	To scrutinise the Council Plan performance monitoring information that relates to this Committee
Female Genital Mutilation	Other	Deputy Director, Children and Adults	To consider a report providing information on Female Genital Mutilation.
Home to School Transport Policy	Pre Decision Scrutiny	Director, Children and Adults Services	To comment on the feedback of the consultation and proposed amendments to the Home to School Transport Policy
Results of Ofsted Local Area Special Educational Needs and Disabilities	Information Item	Director, Children and Adults Services	To scrutinise the Council's response and action plan to address recommendations from Ofsted following its inspection of the local area

<b>Item</b>	<b>Work Type</b>	<b>Responsible officer</b>	<b>Objectives</b>
(SEND) Provision Inspection			Special Educational Needs and Disabilities (SEND) on 4 December 2017 to 8 December 2017.
Update on transfer of Family Nurse Partnership (FNP) Service to Health Visiting Service	Other	Director of Public Health	To consider an update report on the transfer of the FNP to the Health Visiting service.
<b>June 2018 (exact date to be confirmed)</b>			
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
Update on Supported Accommodation for Children in Care and Care Leavers	Information Item	Assistant Director, Commissioning, Business & Intelligence	To consider a report on the updated arrangements for supported accommodation for Children in Care and Care Leavers.
<b>To be determined</b>			
Medway Test Procedure Review	Information Item	Assistant Director, Commissioning, Business and Intelligence	To consider the outcome of an internal review of the Medway Test procedures.
Sure Start Children's Centre Arrangements	Information Item	Director, Children and Adults Services	To consider a report providing an update on Sure Start Children's Centre Arrangements following implementation of approved service reconfiguration.
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.
Youth Mentors in the Fostering Service	Information Item	Deputy Director, Children and Adults	To consider a presentation by Youth Mentors on the work they are undertaking in relation to the Fostering Service.

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

### **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

#### **5 December 2017**

- Annual Fostering Report
- Assistive Reproductive Technology
- Aut Even – Ofsted Inspection
- Council Plan Monitoring – Q2 2017/18 Performance Report
- Draft Capital and Revenue Budgets 2018/19
- Member's Item and petition on the closure of All Saints Nursery
- Overnight Short Breaks
- Petition on the Closure of Kingfisher Sure Start Centre
- School Admissions Arrangements 2019
- Sufficiency Report

#### **11 January 2018**

- Annual Adoption Report 2016/17
- Assistive Reproductive Technologies
- Attendance of the Portfolio Holder for Adult Services
- Immunisation Services update
- Maternity Services Transformation
- Medway Youth Council (MYC) Annual Conference Findings
- Report from the Task Group on Employment Opportunities for Young People in Medway
- Member's Item - Young Refugees and Unaccompanied Asylum Seeking Children





## Work Programme

### Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objectives
<b>15 MARCH 2018</b>			
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
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.
Medway Mental Health Strategy	Pre-decision Scrutiny	Director of Children and Adult Services	To scrutinise the draft Mental Health Strategy
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.
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
<b>19 JUNE 2018 – DATE TBC</b>			
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
Patient Transport	Scrutiny of External Organisations	Chief Clinical Officer, NHS West Kent CCG	To receive a progress report on and key performance data

Item	Work type	Responsible officer	Objectives
<b>21 AUGUST 2018 – DATE TBC</b>			
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
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

<b>DATE TO BE DETERMINED</b>			
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
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

## **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

### **December 2017**

- Quarter 2 Council Plan report
- Draft Capital and Revenue Budget
- Kent and Medway Sustainability and Transformation Plan
- Medway NHS Foundation Trust (MFT) Update
- Kent and Medway NHS Social Care Partnership Trust (KMPT)
- Kent and Medway Adult Safeguarding (KMSAB) Annual Report
- Work Programme

### **January 2018**

- Portfolio Holder Being Held to Account
- Dementia Task Group – ‘How far has Medway gone in developing a Dementia Friendly Community?’
- Patient Transport Update
- South East Coast Ambulance (SECAmb) Trust Update
- Community Services Re-procurement Programme: Progress Report
- Assistive Reproductive Technologies – Policy Review