

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>
31 July 2018			
Council Plan Monitoring 2017/18 Quarter 4	Council Performance & Budget Monitoring	Director, Children and Adult Services	To consider performance against the Council's key measures of success for the 4 th quarter of 2017/18 in so far as it relates to this Committee.
Six month update report on the recommendations from the Task Group on Employment Opportunities for 18-25 Year Olds (Including Apprenticeships)	Task Groups	Deputy Director, Children and Adults	To receive a 6 month update report on the recommendations of the Task Group (minute 645 of 11 January 2018 refers).
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.
Member's Item: Medway University Technical College	Community Issues	Director, Children and Adult Services	To consider a Member's item regarding the Medway UTC, following its recent Ofsted inspection.
Children's Social Care Complaints and Compliments 2017-18	Annual report	Deputy Director, Children and Adult Services	To consider the annual report of complaints and compliments received in children's social care from 1 April 2017 – 31 March 2018.
4 October 2018			
Council Plan Monitoring 2018/19 Quarter 1	Council Performance and Budget Monitoring	Director, Children and Adult Services	To consider performance against the Council's key measures of success for the 1 st quarter of 2018/19 in so far as it relates to this Committee.
Medway Safeguarding Children Board	Holding to account	Independent Chair, MSCB	To scrutinise the activity of the Medway Safeguarding Children Board (MSCB).
4 December 2018			
Council Plan Monitoring 2018/19 Quarter 2	Council Performance and Budget Monitoring	Director, Children and Adult Services	To consider performance against the Council's key measures of success for the 2nd quarter of 2018/19 in so far as it relates to this Committee.

Item	Work Type	Responsible officer	Objectives
Draft Capital and Revenue Budget	Council Performance and Budget Monitoring	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2019/20.
School Admission Arrangements 2020	Pre-decision Scrutiny	Assistant Director, Commissioning, Business & Intelligence	To scrutinise the proposed admission arrangements for 2019 and forward recommendations to Cabinet for consideration.
10 January 2019			
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.
7 March 2019			
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 2018	Performance Reviews	Director, Children and Adults Services	To scrutinise the annual report of the performance of schools in Medway.
Council Plan Monitoring 2018/19 Quarter 3	Council Performance and Budget Monitoring	Director, Children and Adult Services	To consider performance against the Council's key measures of success for the 3rd quarter of 2018/19 in so far as it relates to this Committee.
Medway Safeguarding Children Board	Holding to account	Independent Chair, MSCB	To scrutinise the activity of the Medway Safeguarding Children Board (MSCB).
To be determined:			
Presentation on the Mind of My Own App (MoMo)	Information Item	Director, Children and Adults Services	To consider a presentation on the Mind of My Own App.
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.

Item	Work Type	Responsible officer	Objectives
Tackling Racism in Medway	Other	Director, Children and Adults Services	Report following findings of the Medway Youth Parliament Conference 2017 and update report submitted to the Committee on 5 October 2015.
Update Following a Further Inspection of Aut Even	Information Item	Director, Children and Adults Services	To scrutinise the Council's response and action plan to address any recommendations from Ofsted following its next inspection during 2018/19.
Update on the Integrated Youth Support Service	Other	Deputy Director, Children and Adults	To consider a progress report on the remodelling of the Integrated Youth Support Services.
Update on the NHS England Commissioned Childhood Immunisation Programme in Medway	Information Item	Director of Public Health	To scrutinise delivery and development of immunisation services.
Update on the Progress of the Special Educational Needs and Disabilities (SEND) Improvement Plan	Information Item	Director, Children and Adults Services	To scrutinise the progress of the SEND Improvement Plan developed following the outcome of the Joint Local Area SEND Inspection.
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.

2018/19 dates: 5 June 2018, 31 July 2018, 4 October 2018, 4 December 2018, 10 January 2019 and 7 March 2019.

CYP O&S Committee Work Completed in 2018/19:

5 June 2018

- Medway Safeguarding Children Board (MSCB) Update Report
- Annual Report on School Performance 2017
- Annual Update on Children's Services
- Medway School Place Planning Strategy 2018-2022
- Update on Supported Accommodation for Children in Care and Care Leavers
- Female Genital Mutilation
- Member's Item: Foetal Alcohol Spectrum Disorder

Work Programme

Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objectives
21 AUGUST 2018			
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
Patient Transport	Scrutiny of External Organisations	Chief Clinical Officer, NHS West Kent CCG	To receive a progress report, including key performance data
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, Community and Culture and Deputy Chief Executive	To receive an update on the implementation of the recommendations of the Task Group
Adult Social Care Complaints and Compliments Report	Performance report	Director of Children and Adults Services	To scrutinise information on the number, type and other information on adult social care complaints received during the period April 2017 - March 2018
Community Services Re-procurement Programme: Progress Report	Health Service Substantial Variations	Chief Operating Officer, Medway NHS CCG	To receive an update on the reprocurement of community health services
Kent and Medway Strategic Commissioner	Scrutiny of External Organisations	STP Programme Director, Kent and Medway Sustainability and Transformation Partnership	To receive a further update on the development of the Kent and Medway Strategic Commissioner

Item	Work type	Responsible officer	Objectives
16 OCTOBER 2018			
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
Task Group - The Impact of Social Isolation for the Council	Policy development	Director of Children and Adult Services	To agree the draft report and recommendations of the Social Isolation Task Group
Medway Mental Health Strategy	Pre-decision Scrutiny	Director of Children and Adult Services	To scrutinise the draft Mental Health Strategy
Annual Public Health Report	Performance report	Director of Public Health	To scrutinise the Annual Public Health report ahead of consideration by Cabinet
Medway NHS Foundation Trust (MFT) Update	Scrutiny of External Organisations	Chief Executive, MFT	To receive an update on the improvement journey of the Trust

Item	Work type	Responsible officer	Objectives
13 DECEMBER 2018 – DATE TBC			
Quarter 2 Council Plan report	Performance report	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 Adult Safeguarding (KMSAB) Annual Report	Scrutiny of External Organisations	Independent Safeguarding Chairman	To receive the Annual KMSAB report
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

Item	Work type	Responsible officer	Objectives
17 JANUARY 2019 – DATE TBC			
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

Item	Work type	Responsible officer	Objectives
14 MARCH 2019 – DATE TBC			
Quarter 3 Council Plan report	Performance report	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

DATE TO BE DETERMINED			
Health and Wellbeing Board Being Held to Account	Holding to account	Councillor Brake	To hold the Chairman of the Board to account on the work undertaken by the Board and against the priorities in the Joint Health and Wellbeing Strategy
GP Services in Medway	Scrutiny of External Organisations	Chief Operating Officer, Medway NHS CCG	To update the Committee following the roll out of the Improving Access to General Practice arrangements, including statistics in relation to GP provision in Medway.

Work completed in 2018/2019:

June 2018

- Kent and Medway NHS Strategic Commissioner
- Council Plan Performance Monitoring Report Quarter 4 and End of Year 2017/18
- Medway NHS Foundation Trust (MFT) Update
- Kent and Medway NHS and Social Care Partnership Trust (KMPT) Update
- Improving Access to General Practice
- Three Conversations Briefing
- 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
16 AUGUST 2018			
Attendance by the Portfolio Holder for Front Line Services	Holding to account	Councillor Filmer	
Dementia Task Group – Further 6 month update	Task Groups	Head of Performance and Intelligence	To receive a further 6 month update on the recommendations from the Dementia Task Group (Minute 683 of 23 January 2018)
6 month update report on the recommendations from the Task Group on Employment Opportunities for Young People in Medway	Task Groups	Assistant Director Physical and Cultural Regeneration	To receive a 6 month update report on the recommendations of the Task Group (minute 680 of 23 January 2018 refers)
Information on the levels of finance needed to be invested in the highways network in order to maintain current levels of technical performance	Information item	Head of Highways, Maintenance and Parking	To respond to a request by the Committee (Minute 899 March 2016 refers)
18 OCTOBER 2018			
Attendance by the Portfolio Holder for Planning, Economic Growth and Regulation	Holding to account	Councillor Chitty	

Item	Work type	Responsible officer	Objectives
Council Plan Monitoring 2018/19 Quarter 1	Council Performance and Budget Monitoring	Head of Performance and Intelligence	To consider performance against the Council's key measures of success for the 1 st quarter of 2018/19
6 DECEMBER 2018			
Attendance by the Portfolio Holder for Resources	Holding to account	Councillor Gulvin	
Council Plan Monitoring 2018/19 Quarter 2	Council Performance and Budget Monitoring	Head of Performance and Intelligence	To consider performance against the Council's key measures of success for the 2nd quarter of 2018/19
Capital and Revenue Budget	Council Performance and Budget Monitoring	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2019/20
Annual Scrutiny of the Community Safety Partnership	Scrutiny of External organisations	Assistant Director Frontline Services	Annual scrutiny of the Community Safety Partnership
22 JANUARY 2019			
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	
28 MARCH 2019			
Attendance by the Portfolio Holder for Business Management	Holding to account	Councillor Turpin	

Item	Work type	Responsible officer	Objectives
Council Plan Monitoring 2018/19 Quarter 3	Council Performance and Budget Monitoring	Head of Performance and Intelligence	To consider performance against the Council's key measures of success for the 3rd quarter of 2018/19
Annual Review of Waste Contracts	Council Performance and Budget Monitoring	Head of Waste Services	The annual review of waste
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)
Placing Objects on the Highway – Finalised scheme and plans for expansion to other areas of Medway	Information item	Assistant Director Front Line Services	Subject to the scheme being approved by Cabinet, to receive a report outlining the finalised scheme and plans for expansion to other areas of Medway
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) <i>(Originally due in June 2018 but has slipped)</i>
Report on systems put in place to capture those requests from members of the public that are received in a digital format	Information item	Assistant Director Transformation	To respond to a request for information from the Committee (requested 6 June 2018)

Work completed in 2018/19:

6 June 2018

Petitions

Member's item – Request for provision of stairwell in Nelson Terrace, Chatham

Member's item – Co-ordinated approach for initiatives and projects in Rochester

Council Plan Performance Monitoring Report Quarter 4 and end of Year 2017/18

Work Programme