

## Work Programme

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

Item	Work type	Responsible officer	Objectives
<b>16 OCTOBER 2018</b>			
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
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 comment on the Annual Public Health report
Medway NHS Foundation Trust (MFT) Update	Scrutiny of External Organisations	Chief Executive, MFT	To receive an update on the improvement journey of the Trust
Health and Wellbeing Board Update	Holding to account	Councillor Brake	To receive an update on the work undertaken by the Board.
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

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
<b>13 DECEMBER 2018 – DATE TBC</b>			
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
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
Scrutiny of the Council's Transformation Programme	Holding to Account	Director of Regeneration, Culture, Environment and Transformation	To receive an update on the areas of the transformation programme that fall within the Committee's Terms of Reference.
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.

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
<b>17 JANUARY 2019 – DATE TBC</b>			
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
<b>14 MARCH 2019 – DATE TBC</b>			
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

<b>DATE TO BE DETERMINED</b>			
Kent and Medway Stroke Services Review	Health Service Substantial Variations	Director of Children and Adults Services / Director of Public Health	To consider the Committee's response to the option chosen by the NHS in relation to the reconfiguration of stroke services in Kent and 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  
Children and Young People Overview and Scrutiny Committee  
Policy framework documents – Youth Justice Plan

<b>Item</b>	<b>Work Type</b>	<b>Responsible officer</b>	<b>Objectives</b>
<b>4 October 2018</b>			
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 <sup>st</sup> 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).
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).
Early Help and Targeted Services		Deputy Director, Children and Adult Services	To scrutinise a report on Early Help and Targeted Services, including: Children and Family Hubs, Youth Offending Team, Youth Services, NEETs, Troubled Families.
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.
Petition: To build the secondary education building for Abbey Court School on the Cliffe Road, Strood site	Petitions	Director, Children and Adults Services	To consider the petition to build a secondary school for Abbey Court pupils, which has been referred to the Committee for consideration.
<b>4 December 2018</b>			
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.

<b>Item</b>	<b>Work Type</b>	<b>Responsible officer</b>	<b>Objectives</b>
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.
Update on Aut Even and the transfer of services to Parklands	Information Item	Director, Children and Adults Services	To scrutinise the action plan addressing recommendations from Ofsted and update on transfer of services to Parklands.
The outcome of Medway's Joint Targeted Area Inspection (JTAI) and Statement of Action		Director, Children and Adults Services	To scrutinise the outcome of Medway's JTAI and the Council's associated Statement of Action
<b>10 January 2019</b>			
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.
Tackling Racism in Medway	Other	Director, Children and Adults Services	Update on actions following findings of the Medway Youth Parliament Conference 2017 and the report submitted to the Committee on 5 October 2015.
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.
<b>7 March 2019</b>			
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.

<b>Item</b>	<b>Work Type</b>	<b>Responsible officer</b>	<b>Objectives</b>
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).
<b>To be determined:</b>			
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. <i>To have a 15 minute presentation before the start of a Committee meeting</i>
Medway Children and Young People Council – anti-stigma campaign	Information Item	Deputy Director, Children and Adults	To consider a presentation by the Children and Young People Council on the anti-stigma campaign
Medway UTC			To consider an update on the progress made at Medway UTC. The Principal will be invited to attend this meeting.

**2018/19 dates: 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

#### **31 July 2018**

- Member Item: Medway University technical College (UTC)
- Complaints and Compliments Annual report April 2017 – March 2018
- Universal health Services for Vulnerable Families - update
- Council Plan Performance Monitoring Report – Quarter 4 and End of Year 2017/18





**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>16 AUGUST 2018</b>			
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)
<b>18 OCTOBER 2018</b>			
Attendance by the Portfolio Holder for Planning, Economic Growth and Regulation	Holding to account	Councillor Chitty	

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
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 <sup>st</sup> quarter of 2018/19
<b>6 DECEMBER 2018</b>			
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
<b>22 JANUARY 2019</b>			
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	
<b>28 MARCH 2019</b>			
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
<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)
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)

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 (March)
3. Cultural Activities Programme (January) –*Produced as a briefing note in 2018*
4. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy - *Produced as a briefing note in 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:

16 August 2018  
18 October 2018  
6 December 2018  
22 January 2019  
28 March 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