

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>
<b>4 December 2018</b>			
Council Plan Monitoring 2018/19 Quarter 2	Council Performance and Budget Monitoring	Director of People - 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.
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	Interim Head of School Services	To scrutinise the proposed admission arrangements for 2019 and forward recommendations to Cabinet for consideration.
The outcome of Medway's Joint Targeted Area Inspection (JTAI) and Statement of Action	Council Performance and Budget Monitoring	Director of People - Children and Adult Services	To scrutinise the outcome of Medway's JTAI and the Council's associated Statement of Action
Sufficiency Statement 2018	Pre-decision scrutiny	Deputy Director, Children and Adults Services	To scrutinise the draft Sufficiency Statement 2018 before it is considered by Cabinet.
Medway UTC	Information Item	Interim Head of School Services	Principal has accepted an invitation to attend this meeting to discuss in more depth about action plans and progress.
Update on the Progress of the Special Educational Needs and Disabilities (SEND) Improvement Plan	Council Performance and Budget Monitoring	Deputy 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.
<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	Information Item	Director of People - Children and Adult Services	Update on actions following findings of the Medway Youth Parliament Conference 2017 and the report submitted to the Committee on 5 October 2015.

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</i>
Annual Adoption Report	Pre-decision scrutiny	Deputy Director, Children and Adults Services	To scrutinise the annual adoption service report before it is considered by Cabinet.
Annual Fostering Service Report	Pre-decision scrutiny	Deputy Director, Children and Adults Services	To scrutinise the annual fostering service report before it is considered by Cabinet.
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 Aut Even and the transfer of services to Parklands	Information Item	Director of People - Children and Adult Services	To scrutinise the action plan addressing recommendations from Ofsted and update on transfer of services to Parklands.
<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.
Annual Report on School Performance 2018	Council Performance and Budget Monitoring	Director of People - Children and Adult 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 of People - 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 of People - Children and Adult Services	To consider a presentation on the Mind of My Own App. <b>To have a 15 minute presentation before the start of a Committee meeting</b>

<i>Item</i>	<i>Work Type</i>	<i>Responsible officer</i>	<i>Objectives</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
Early Help Draft Strategy	Information Item	Deputy Director, Children and Adults	To consider a follow on report from that presented on 4 October 2018 which presents the draft Early Help Strategy, review of progress, evidence of impact and effectiveness and scrutiny of future programme arrangements.

**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

#### **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

#### **4 October 2018**

- Petitions
- Member's item: SEN Transport
- Medway Safeguarding Children's Board Annual Report 2017/18
- Employment Opportunities for 18-25 Year Olds (including apprenticeships) – Progress Report
- Early Help and Targeted Services
- Council Plan Performance Monitoring Quarter 1 2018/19



## Work Programme

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

Item	Work type	Responsible officer	Objectives
<b>13 DECEMBER 2018</b>			
Quarter 2 Council Plan report	Performance report	Director of People - 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 People - 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 People-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.

Item	Work type	Responsible officer	Objectives
<b>17 JANUARY 2019</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</b>			
Quarter 3 Council Plan report	Performance report	Director of People - Children and Adults Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this Committee

## 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

### August 2018

- Member Item - Proposed Closure of the Sunlight Centre GP Surgery
- Member Item - GP Provision On The Hoo Peninsula
- Community Services Re-Procurement: Consultation on Key Changes
- South East Coast Ambulance Service Update
- Kent and Medway Patient Transport Services - Performance Update
- Adult Social Care - Annual Complaints and Compliments Report April 2017 to March 2018
- Medway Integrated Urgent Care Redesign
- Draft Joint Health and Wellbeing Strategy
- Petitions
- 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**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
<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
Transformation as it relates the remit of this Committee	Information item	Assistant Director Transformation	In line with the recommendation of the Business Support Overview and Scrutiny Committee – to receive a report on transformation as it relates to the remit of the RCE O&S Committee
<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	

Item	Work type	Responsible officer	Objectives
<b>28 MARCH 2019</b>			
Attendance by the Portfolio Holder for Business Management	Holding to account	Councillor Turpin	
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)  <i>To be incorporated in the Transformation report due in December 2018</i>



Item	Work type	Responsible officer	Objectives
Lifecycle Report on the Highways Network Investment	Information item	Assistant Director Front Line Services	Further report on Highways Network Investment (agreed 16 August 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) – *To be produced as a briefing note in 2019*
4. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy - *To be 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:

6 December 2018  
 22 January 2019  
 28 March 2019

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

16 August 2018

Member's Item – Flooding in Luton, Chatham

Petitions

Attendance by the Portfolio Holder for Front Line Services

Highway Network Investment to maintain the current levels of technical performance

Work Programme