

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>3 December 2019</b>			
Draft capital and Revenue Budgets 2020-21	Council Performance and Budget Monitoring	Chief Finance Officer	To consider the Council’s draft capital and revenue budgets for 2020/21.
School Admission Arrangements 2021	Pre-decision Scrutiny	Head of Education	To scrutinise the proposed admission arrangements for 2021 and forward recommendations to Cabinet for consideration.
Council Plan Performance Monitoring Report and Risk Register Review Quarter 2 2019/20	Performance 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.
Regional Adoption Agency	Pre-decision scrutiny	Assistant Director Children’s Social Care	To scrutinise the business case for the Regional Adoption Agency.
Update on Children’s Services 0-19 contract delivered by Medway Community Healthcare	Information Item	Director of Public Health	To scrutinise a report updating the Committee on the Children’s Services 0-19 contract delivered by Medway Community Healthcare (requested at 6 June 2019 meeting)
Update on the Medway Children and Young People Mental Health and Emotional Wellbeing Service	Information Item	Director Public Health	To scrutinise a report updating the Committee on the Medway Children and Young People Mental Health and Emotional Wellbeing Service (requested at 6 June 2019 meeting)
Proposals to Restructure Alternative Provision in Medway	Pre-decision Scrutiny	Head of Education	To scrutinise proposals following consultation to restructure alternative provision in Medway
<b>9 January 2020</b>			
Portfolio Holder for Adults’ Services	Holding to account		To hold the Portfolio Holder for Adult Services to account on performance against his portfolio in relation to the Independent Safeguarding and Review Services.

Item	Work Type	Responsible officer	Objectives
Annual Adoption Report	Pre-decision scrutiny	Assistant Director Children's Social Care	To scrutinise the annual adoption service report before it is considered by Cabinet.
Annual Fostering Service Report	Pre-decision scrutiny	Assistant Director Children's Social Care	To scrutinise the annual fostering service report before it is considered by Cabinet.
Sufficiency Statement 2019	Pre-decision scrutiny	Assistant Director Children's Social Care	To scrutinise the draft Sufficiency Statement 2019 before it is considered by Cabinet.
Update on progress made in relation to the Ofsted Inspection of Children's Services	Council Performance and Budget Monitoring	Director of People - Children and Adults Services	To scrutinise the progress made in relation to action required following Ofsted's inspection into Medway's Children's Services.
<b>5 March 2020</b>			
Portfolio Holder for Children's Services (Lead Member)	Holding to account		To hold the Portfolio Holder for Children's Services (Lead Member) to account on performance against his portfolio.
Portfolio Holder Education & Schools	Holding to account		To hold the Portfolio Holder for Educational Attainment and Improvement to account on performance against his portfolio.
Annual School Performance Report 2018-19	Performance Reviews	Head of Education	To scrutinise the annual report of the performance of schools in Medway.
Council Plan Performance Monitoring Report and Risk Register Review Quarter 3 2019/20	Performance 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.
Update on progress made in relation to the Ofsted Inspection of Children's Services	Council Performance and Budget Monitoring	Director of People - Children and Adults Services	To scrutinise the progress made in relation to action required following Ofsted's inspection into Medway's Children's Services.
Youth Justice Plan	Pre-decision scrutiny	Director of People – Children and Adults Services	To scrutinise the proposed Youth Justice Plan.
<b>To be determined:</b>			
Mind of my own demo	<i>Being demo'd ahead of the 3 December meeting</i>		

Item	Work Type	Responsible officer	Objectives
Early Help Draft Strategy	Information Item	Assistant Director Children's Social Care	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.
Tackling Racism in Medway	Information Item	Director of People - Children and Adult Services	Updated to be provided by officers and YPAG. Last considered at 6 June 2019 Committee meeting.  (Due Summer 2020)
Grammar School Places	Information Item	Head of Education	A report to scrutinise issues around impact of out of area students on the availability of places for Medway young people

**2019/20 dates: 6 June 2019, 25 July 2019, 3 October 2019, 3 December 2019, 9 January 2020 and 5 March 2020.**

#### **CYP O&S Committee Work Completed in 2019/20:**

##### **6 June 2019**

- Tackling Racism in Medway
- Medway safeguarding Children Board Update Report
- Medway Youth Council – Annual Report

##### **25 July 2019**

- Proposed Amalgamation of Stoke Primary and Allhallows Primary Academies
- Council Response to LGO Complaint re Mainstream Home to School Transport Decision and Policy
- Council Plan Performance Monitoring Report Quarter 4 and End of Year 2018/19
- Educational Attainment of Medway Looked After Children
- Draft Medway Children and Young People's Plan 2019-2024

##### **3 October 2019**

- Ofsted's Inspection of Medway's Children's Services
- Joint Special Educational Needs and Disability (SEND) Strategy
- Council Plan Performance Monitoring Report and Risk Register Review Quarter 1 2019/20
- Complaints and Compliments Annual Report 1 April 2018 – 31 March 2019
- Outcome of Statutory Consultation for the Proposed Prescribed Alterations at St Nicholas CE VC Infant School
- Annual Review of the School Place Planning Strategy 2018-22



## Work Programme

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

Item	Work type	Responsible officer	Objectives
<b>12 DECEMBER 2019</b>			
Quarter 2 Council Plan Performance and Risk Register Review 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
NHS local Five Year Plan	Scrutiny of External Organisations	Programme Director, Long Term Plan	To consider the draft local NHS Five Year Plan in response to the NHS Long Term Plan
Development of Single Kent and Medway Clinical Commissioning Group	Information Items	Chief Executive, Kent and Medway Sustainability and Transformation Partnership	To receive a further update on the development of a single Kent and Medway Clinical Commissioning Group
Kent and Medway Wheelchair Service	Information Items	Managing Director, Thanet Clinical Commissioning Group	To receive a further update on improvements to the Kent and Medway Wheelchair Service following a Member item considered at the March 2019 meeting.
Gillingham and Chatham GP Surgery Proposals	Health Service Substantial Variations	Deputy Managing Director, NHS Medway CCG	To receive a further update on proposals relating to a health service substantial variation and to receive a response to patient concerns relating to existing provision

Item	Work type	Responsible officer	Objectives
<b>16 JANUARY 2020</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
South East Coast Ambulance (SECAMB) Trust Update	Scrutiny of External Organisations	Chief Executive, SECAMB	To receive a further updates on SECAMB's improvement journey

Item	Work type	Responsible officer	Objectives
<b>12 MARCH 2020</b>			
Quarter 3 Council Plan Performance and Risk Register Review 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
All Age Eating Disorder Service Update	Information Items	Deputy Managing Director Medway NHS CCG / NELFT	To receive a further update on the service
Task Group – The Impact of Social Isolation for the Council – Update Report	Policy development	Director of Public Health	To receive an update on the implementation of the recommendations of the Task Group.

Item	Work type	Responsible officer	Objectives
<b>Date to be Confirmed</b>			
Britton Farm Mall, Gillingham	Health Service Substantial Variations	Chief Executive, KMPT	To receive an update on the proposal to relocate some KMPT mental health services to Britton Farm
Partnership Working	Information Items	Director of People - Children and Adults Services / Director of Public Health	To receive a report on partnership working between the Council and health partners, including the voluntary sector
Urgent Care Services in Dartford, Gravesham and Swanley	Information Items	Director of Transformation, NHS Swale CCG	To discuss proposals to create a new Urgent Treatment Centre (UTC) at either Gravesham Community Hospital or Darent Valley Hospital

## Work completed in 2019/2020:

### June 2019

- All Age Eating Disorder Service Update
- South East Coast Ambulance Service Update
- Variation in Provision of Health Service - Improving Outpatient Service in Medway and Swale in Line with the Medway Model and Community Service Redesign
- Dermatology Services
- Suicide Prevention Update - Medway, North and West Kent CCGs Operating Plan 2019/20
- Work programme

### August 2019

- Development of Single Kent and Medway Clinical Commissioning Group
- Update on Kent and Medway Stroke Services Review
- Single Pathology Service for Kent and Medway
- Medway NHS Foundation Trust (MFT) Update
- Adult Community Health Services: Changes to Phlebotomy Services Provision
- Outline of Proposed Changes to the way Acute Adult Mental Health Services are Delivered Across Kent and Medway, with Particular Potential Impact on The St Martins Hospital Site, Canterbury
- Kent and Medway NHS and Social Care Partnership Trust (KMPT) Update
- Council Plan Performance Monitoring Report Quarter 4 and end of Year 2018/19
- 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>5 DECEMBER 2019</b>			
Council Plan Monitoring and Risk Register Review 2019/20 Quarter 2	Council Performance and Budget Monitoring	Head of RCET Business Intelligence Hub	To consider performance against the Council's key measures of success for the 2 <sup>nd</sup> quarter of 2019/20
Capital and Revenue Budget	Council Performance and Budget Monitoring	Chief Finance Officer	To consider the Council's draft capital and revenue budgets for 2020/21
Annual Scrutiny of the Community Safety Partnership	Scrutiny of External organisations	Assistant Director Frontline Services	Annual scrutiny of the Community Safety Partnership
Attendance by the Portfolio Holder for Resources	Holding to account	Councillor Gulvin	
Use of herbicides	Service review	Assistant Director Frontline Services	Further report in response to a Member's item considered in August 2019 (minute 209 refers)
Review of Castle Concerts	Service review	AD Physical and Cultural Regeneration/Head of Culture	To consider a report on the review of the Castle Concerts
<b>21 JANUARY 2020</b>			
Attendance by the Deputy Leader and Portfolio Holder for Housing and Community Services	Holding to account	Councillor Doe	
<b>26 MARCH 2020</b>			

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
Council Plan Monitoring and Risk Register Review 2019/20 Quarter 3	Council Performance and Budget Monitoring	Head of RCET Business Intelligence Hub	To consider performance against the Council's key measures of success for the 3 <sup>rd</sup> quarter of 2019/20
Attendance by the Portfolio Holder for Inward Investment, Strategic Regeneration and Partnerships	Holding to account	Councillor Rodney Chambers OBE	
Attendance by the Portfolio Holder for Business Management	Holding to account	Councillor Turpin	
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)
<b>JUNE 2020 (Date to be confirmed)</b>			
Annual Review of Waste Contracts	Council Performance and Budget Monitoring	Head of Environmental Services	The annual review of waste  RCE O&S Committee agreed to re-schedule this report from March 2020 to June 2020 to allow the report to give a fuller account of Norse's takeover of the contract.

## DATES TO BE DETERMINED

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
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 review of Volker's Highways Contract	Council Performance and Budget Monitoring	Assistant Director Front Line Services	Added to the work programme 15 August 2019 (minute 214 refers)

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 (*usually March – but will be June 2020*)
3. Cultural Activities Programme (January) – *Usually produced initially as a briefing note*
4. Annual Action Plan reviewing the progress of the Local Flood Risk Management Strategy (January/March) - *Usually produced initially a briefing note*

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:

5 December 2019  
21 January 2020  
26 March 2020

### Work completed in 2019/20

13 June 2019

Member's item – Strood Development Works  
Household Waste Recycling centres: Responses to Kent County Council Policy Change  
Update on CCTV Audit  
Petitions  
Work Programme

15 August 2019

Member's item – Use of herbicides  
Member's item – Strood Development Works Update  
Attendance by the Portfolio Holder for Front Line Services  
Council Plan Performance Monitoring Report Quarter 4 and End of Year 2018/19  
Petitions  
Work programme