

Work Programme
Children and Young People Overview and Scrutiny Committee
Policy framework documents – Youth Justice Plan

23 July 2020

Item	Work Type	Responsible officer	Objectives
Q4 and Year End Council Plan Performance and Risk Register Report (tbc)	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the Quarter 4 and Year End Council Plan Monitoring and Risk Register information.
Medway Children Safeguarding Partnership (MSCP) Action Plan	Holding to account	Chair of the MSCP	To scrutinise the action plan of the MSCP.
Outcome of the Medway Youth Offending Team Inspection	Performance Monitoring	Director of Public Health	To scrutinise the outcome of the inspection into Medway's Youth Offending Team.
Covid-19 – impact and response	Information Item	Director of People – Children and Adult Services	To scrutinise the impact of and response to the Covid-19 pandemic by services that fall within the remit of this Committee.

1 October 2020

Item	Work Type	Responsible officer	Objectives
Annual Complaints and Compliments Report	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the annual report of complaints and compliments for 2019-20.
Q1 Council Plan Performance and Risk Register Report	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the Quarter 1 Council Plan Monitoring and Risk Register information for 2020/21.

1 December 2020

Item	Work Type	Responsible officer	Objectives
Draft Capital and Revenue Budgets 2021/22	Pre-decision Scrutiny	Chief Finance Officer	To scrutinise draft budget proposals for 2021/22
Q2 Council Plan Performance and Risk Register Report	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the Quarter 2 Council Plan Monitoring and Risk Register information for 2020/21.

7 January 2021

Item	Work Type	Responsible officer	Objectives
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.

4 March 2021

Item	Work Type	Responsible officer	Objectives
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 and 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 2019-20	Performance Reviews	Interim Assistant Director, Education and SEND	To scrutinise the annual report of the performance of schools in Medway during the academic year 2019-20
Q3 Council Plan Performance and Risk Register Report	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the Quarter 3 Council Plan Monitoring and Risk Register information for 2020/21.

To be determined:

Item	Work Type	Responsible officer	Objectives
Early Help Draft Strategy	Information Item	Interim 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	Interim Assistant Director, Education and SEND	A report to scrutinise issues around impact of out of area students on the availability of places for Medway young people
Emotional Health and Wellbeing Contract and the Local Transformation Plan (LTP) - Update	Information Item	Director of public Health	To consider an update on the Emotional Health and Wellbeing Contract and the Local Transformation Plan (LTP) since it was last reported in December 2019 (Due December 2020)
Update on AP and the development of a centre of excellence		Interim Assistant Director, Education and SEND	To consider an update on the development of a centre of excellence for AP in Medway and final model detail (last reported Jan 2020)
Childhood Obesity	Information Item	Director of Public Health	To consider a report on Childhood Obesity in Medway and work to improve performance on this issue (requested by the Committee on 5 March 2020)
Ofsted Monitoring Visits	Performance Monitoring	Director of People – Children and Adults Services	To scrutinise the outcome of the Ofsted Monitoring Visits
Edge of Care and Adolescent Teams	Information Item	Assistant Director, Children's Social Care	To consider reports providing more information of the new Edge of Care Team and Adolescent Team, within Children's Services (requested 2 June 2020)

Children's Services Staff Survey	Performance Monitoring	Assistant Director, Children's Social Care	To consider the outcome of a Children's Services staff survey which the Committee recommended to be developed at its meeting on 2 June 2020.
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2020/21 dates: 2 June 2020, 23 July 2020, 1 October 2020, 1 December 2020, 7 January 2021 and 4 March 2021.

CYP O&S Committee Work Completed in 2020/21:

6 June 2019

- Ofsted Update Report – Children's Services in Medway
- Medway Youth Justice Partnership Strategic Plan for 2020-23
- Medway Youth Council – Annual Conference Report

Work Programme

Health and Adult Social Care Overview and Scrutiny Committee

Item	Work type	Responsible officer	Objectives
18 AUGUST 2020			
Medway Community Healthcare (MCH) Update	Scrutiny of External Organisations	Managing Director, MCH	To receive an update on the work of MCH
Kent and Medway Single CCG Update	Scrutiny of External Organisations	Kent and Medway Clinical Commissioning Group	To receive an update on the work of the Single CCG
Update on the Outcome of the Section 136 'Deep Dive'	Information Items	Kent and Medway Clinical Commissioning Group	To enable Committee Members to consider the outcomes of the 'Deep Dive'
Kent and Medway NHS and Social Care Partnership Trust Update (KMPT)	Scrutiny of External Organisations	Chief Executive, KMPT	To receive an update on the work of the Trust
Medway and Swale Integrated Care Partnership (ICP)	Information Items	Senior Responsible Officer Medway and Swale ICP	To consider an update on the development of the ICP
Primary Care in Medway	Scrutiny of External Organisations	Kent and Medway Clinical Commissioning Group	To consider the performance of GP practices in Medway
Q4 and Year End Council Plan Performance Report (TBC)	Performance report	Director of People - Children and Adult Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this Committee
NHS Kent and Medway NHS Restart Programme	Scrutiny of External Organisations	Kent and Medway Clinical Commissioning Group	To consider a report on the Restart Programme

Item	Work type	Responsible officer	Objectives
13 OCTOBER 2020			
Quarter 1 Council Plan Performance and Risk Register Review report	Performance report	Director of People - Children and Adult Services	To scrutinise the performance against council plan monitoring in relation to indicators that fall within the remit of this Committee
Annual Public Health Report	Performance report	Director of Public Health	To scrutinise the Annual Public Health report ahead of consideration by Cabinet
Adult Social Care Strategy	Pre-decision scrutiny	Director of People - Children and Adult Services	To receive an update on the development of the Strategy / scrutinise the draft Strategy ahead of consideration by Cabinet
Adult Social Care Complaints and Compliments Report	Performance report	Director of People - Children and Adults Services	To scrutinise information on the number, type and other information on adult social care complaints received during the period April 2018 - March 2019
Community Mental Health Support	Pre-decision scrutiny	Director of People - Children and Adults Services	To consider the outcome of a consultation in relation to the future use of the Community Resource Centre at 147 Nelson Road, Gillingham

Item	Work type	Responsible officer	Objectives
10 DECEMBER 2020			
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

Item	Work type	Responsible officer	Objectives
19 JANUARY 2021			

Item	Work type	Responsible officer	Objectives
11 MARCH 2021			
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

Item	Work type	Responsible officer	Objectives
Date To Be Confirmed			
Healthy Pregnancy in Medway	Information Items	Director of Public Health	To receive a further update, including attendance by clinicians
Social Prescribing	Information Items	Director of Public Health	To receive an update on provision and how residents can access it.
Dermatology Services	Scrutiny of External Organisations	NHS Kent and Medway CCG	To receive a further update report
Medway Outpatient Services Update	Health Service Substantial Variations	NHS Kent and Medway CCG	To receive a further update on the relocation of outpatient appointments from Medway Hospital to community facilities.
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
South East Coast Ambulance (SECAMB) Trust Update	Scrutiny of External Organisations	Chief Executive, SECAMB	To receive a further updates on SECAMB's improvement journey
All Age Eating Disorder Service Update	Information Items	Director of People – Children and Adults / NELFT	To receive a further update on the service

Item	Work type	Responsible officer	Objectives
Local Care	Information Items	Chief Executive, Kent and Medway Sustainability and Transformation Partnership	To receive an update on the development of the new model of integrated health care services close to where people live

**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
13 AUGUST 2020			
Attendance by the Portfolio Holder for Business Management	Holding to account	Councillor Turpin	
Quarter 4 and Year End Council Plan Performance report and Risk Register	Performance report	Head of RCE Business and Intelligence Hub	To consider performance against the Council's key measures of success for the last quarter of 2019/21
15 OCTOBER 2020			
Council Plan Monitoring and Risk Register Review 2020/21 Quarter 1 and Risk Register	Council Performance Monitoring	Head of RCET Business Intelligence Hub	To consider performance against the Council's key measures of success for the 1 st quarter of 2020/21
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 Front Line Services	Holding to Account	Councillor Filmer	
3 DECEMBER 2020			
Draft Revenue and Capital Budget	Council Performance and Budget Monitoring	Head of Finance	To consider the Council's draft capital and revenue budgets for 2019/20
Council Plan Monitoring 2020/21 Quarter 2 and Risk Register	Council Performance Monitoring	Head of RCET Business Intelligence Hub	To consider performance against the Council's key measures of success for the 2 nd quarter of 2020/21

Item	Work type	Responsible officer	Objectives
Annual Scrutiny of the Community Safety Partnership	Scrutiny of External partners	Assistant Director Front Line Services	Annual Scrutiny of the Community Safety Partnership
Attendance by the Portfolio Holder for Resources	Holding to Account	Councillor Gulvin	
14 JANUARY 2021			
Annual review of Volker's Highways Contract	Council Performance and budget monitoring	Assistant Director Front Line Services	To undertake an annual review of the highways contract. Added to the work programme 15 August 2019 (minute 214 refers)
Attendance by the Portfolio Holder for Planning, Economic Growth and Regeneration	Holding to Account	Councillor Chitty	
23 MARCH 2021			
Council Plan Monitoring 2020/21 Quarter 3 and Risk Register	Council Performance Monitoring	Head of RCET Business Intelligence Hub	To consider performance against the Council's key measures of success for the 3 rd quarter of 2020/21
Attendance by the Deputy Leader and Portfolio Holder for Housing and Community Services	Holding to Account	Councillor Doe	

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
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Lifecycle Report on the Highways Network Investment	Information item	Assistant Director Front Line Services	Further report on Highways Network Investment (agreed 16 August 2018)
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)
Cultural Strategy	Pre-decision scrutiny	Assistant Director Physical and Cultural Regeneration	To receive a report on the Cultural Strategy
Annual Review of Waste Contracts	Council Performance and budget monitoring	Assistant Director Front Line Services	The annual review of waste
Scrutiny of SELEP	Scrutiny of External partners		Scrutiny of the South East England Local Enterprise Partnership (added 11 June 2020)

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*)
3. 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:

13 August 2020
15 October 2020
3 December 2020
14 January 2021
23 March 2021

Work completed in 2020/21

11 June 2020

Community Safety Plan
Annual Review of Waste Contracts
Work Programme