

## 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

**NOTE: Portfolio Holder attendance for 2023/24 has yet to be agreed and inserted**

15 June 2023

Item	Work type	Responsible officer	Objectives
Council Plan Monitoring and Risk Register Review 2022/23 Quarter 4	Council Performance and Budget Monitoring	Chief Organisational Culture Officer	To consider performance against the Council's key measures of success for the final quarter of 2022/23
Petitions Report – Petition Referral	Petitions	Director of Place	To advise the Committee of relevant petitions received by the Council, including a summary of the responses sent to the petition organisers by officers.

17 August 2023

Item	Work type	Responsible officer	Objectives
Building Condition Surveys	Information Item	Assistant Director, Regeneration	To receive the results of a Building Conditions Survey and details of progress to improve the Council's building stock
Council Plan Monitoring and Risk Register Review 2023/24 Quarter 1	Council Performance and Budget Monitoring	Chief Organisational Culture Officer	To consider performance against the Council's key measures of success for the 1st quarter of 2023/24
Medway Norse Operational Update	Information Item	Chief Operating Officer	To review the performance of the Joint Venture from the perspective of the Council client

10 October 2023

Item	Work type	Responsible officer	Objectives
Annual Review of Waste Contracts	Council Performance and budget monitoring	Assistant Director Front Line Services	The annual review of waste contracts

14 December 2023

Item	Work type	Responsible officer	Objectives
Draft Capital and Revenue Budget 2024/25	Council Performance and Budget Monitoring	Chief Operating Officer	To consider the Council's draft capital and revenue budgets for 2024/25
Annual Scrutiny of the Community Safety Partnership	Scrutiny of External organisations	Assistant Director Frontline Services	Annual scrutiny of the Community Safety Partnership
Council Plan Monitoring and Risk Register Review 2023/24 Quarter 2	Council Performance and Budget Monitoring	Chief Organisational Culture Officer	To consider performance against the Council's key measures of success for the 2nd quarter of 2023/24

23 January 2023

Item	Work type	Responsible officer	Objectives
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.
Infrastructure Funding Statement	Information Item	Assistant Director Culture and Community	To consider the Statement following approval by Cabinet

26 March 2024

Item	Work type	Responsible officer	Objectives
Council Plan Monitoring and Risk Register Review 2023/24 Quarter 3	Council Performance and Budget Monitoring	Chief Organisational Culture Officer	To consider performance against the Council's key measures of success for the 3rd quarter of 2023/24

**DATES TO BE DETERMINED**

Item	Work type	Responsible officer	Objectives
Medway Local Plan	Policy Framework Document	Assistant Director Culture and Community	To consider the draft Medway Local Plan – <i>Working towards September 2023 timeframe for Local Plan evidence-based reports so that all Local Plan documents can be aligned</i>
Placing Objects on the Highway – Finalised scheme and plans for expansion to other areas of Medway	Information item	Assistant Director Front Line Services	To consider a scheme for the licensing of objects placed on the highway across Medway
Recycling Plan	Pre-decision scrutiny	Assistant Director Front Line Services/Head of Environmental Services	Added from RCE O&S Committee on 11 June 2020 <i>Date dependent upon the adoption of the Environment Bill</i>
River Strategy	Pre-decision scrutiny	Assistant Director Regeneration	To undertake pre-decision scrutiny of the Strategy – Will be aligned with Medway Local Plan
Ultra-Low Emission Vehicle (ULEV) Strategy	Pre-decision scrutiny	Assistant Director Front Line Services	To undertake pre-decision scrutiny of the Strategy

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 (October)

Note: The Annual South Thames Gateway Building Control Partnership Business Plan is circulated via a Briefing Note prior to consideration by the Cabinet.

Work Programme  
Children and Young People Overview and Scrutiny Committee 2023/2024

**3 August 2023**

Item	Work Type	Responsible officer	Objectives
Annual Fostering Report	Annual Report	Assistant Director, Children's Social Care	To scrutinise the annual information relating to the fostering service
SEND Strategy & Action Plan Update	Theme	Assistant Director, Education & SEND	To provide an update on the Strategy Action Plan
SEND Inspection Performance Update	Theme	Assistant Director, Education & SEND	To provide a service update
Post 16 Review	Theme	Assistant Director, Education & SEND	To provide an update and details of the review

**5 October 2023**

Item	Work Type	Responsible officer	Objectives
Council Plan Performance Monitoring & Risk Register Review Quarter 1 2023/24	Information Item	Council Performance & Budget Monitoring	To scrutinise the latest council plan performance and risk register review information for Quarter 1 of 2023/24
Children's Social Care Complaints and Compliments Annual Report	Information Item	Assistant Director, Children's Social Care	To scrutinise the annual information relating to Children's social care complaints
IRO Annual report	Annual Report	Assistant Director, Children's Social Care	To scrutinise the performance of the service

**5 December 2023**

Item	Work Type	Responsible officer	Objectives
Medway Safeguarding Children Partnership Annual Report	Holding to account	Assistant Director, Children's Social Care	To scrutinise the annual report of the Medway Safeguarding Children Partnership

Draft Capital and Revenue Budgets 2024/25	Pre-decision scrutiny	Chief Finance Officer	To scrutinise the draft budgets for 2023/24
Council Plan Performance Monitoring & Risk Register Review Quarter 2 2023/24	Information Item	Council Performance & Budget Monitoring	To scrutinise the latest council plan performance and risk register review information for Quarter 2 of 2023/24

### 11 January 2024

Item	Work Type	Responsible officer	Objectives
MYC Annual Report	Information Item	MYC	MYC Annual report – conference findings
Annual Adoption Report	Holding to Account	Director of People - Children and Adult Services	To scrutinise the annual report
Cookham Wood	Holding to Account	Director of People - Children and Adult Services	To receive an update on the Improvement Journey

### 7 March 2024

Item	Work Type	Responsible officer	Objectives
Annual School Performance Report	Council Performance & Budget Monitoring	AD, Education & SEND	To scrutinise the annual school's performance report for the academic year 2022/23
Portfolio Holder for Education & Schools	Holding to account		To hold the Portfolio Holder to account for the areas within his portfolio
Portfolio Holder for Children's Services (Lead Member)	Holding to account		To hold the Portfolio Holder to account for the areas within her portfolio
Council Plan Performance Monitoring & Risk Register Review Quarter 3 2023/24	Information Item	Council Performance & Budget Monitoring	To scrutinise the latest council plan performance and risk register review information for Quarter 3 of 2023/24

**To be determined:**

Item	Work Type	Responsible officer	Objectives
<i>OFSTED Monitoring Update</i>	<i>Information Item</i>	<i>Director of People - Children and Adult Services</i>	<i>To provide an update following the latest Ofsted visit.</i>

**Future 2023/2024 dates: 3 August 2023, 5 October 2023, 5 December 2023, 11 January 2024 and 7 March 2024.**

**Policy Framework Documents: Youth Justice Plan****CYP O&S Committee Work Completed in 2023/24:**

14 June 2023

- Medway Youth Justice Plan 2023-24
- Council Plan Performance Monitoring Report and Strategic Risk Summary Quarter 4 2022/23
- People Directorate Risk Register Summary
- Meeting Theme – Public Health: Family Hubs and Start for Life Programme, Infant Feeding Strategy and Child Obesity

## Proposed Work Programme

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

**22 AUGUST 2023**

Item	Work type	Responsible officer	Objectives
Council Plan Performance Monitoring report & Risk Register Quarter 1 2023/24	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
Substance Misuse Services	Information Item	Director of Public Health	To examine how the new provider proposes to improve services, including looking more broadly at how enforcement and treatment are aligned.
Kent and Medway NHS Social Care and Partnership Trust (KMPT)	Scrutiny of External Organisations	Kent and Medway NHS Social Care and Partnership Trust	To receive an update from the Trust

**17 OCTOBER 2023**

Item	Work type	Responsible officer	Objectives

**7 DECEMBER 2023**

Item	Work type	Responsible officer	Objectives
Draft capital and revenue budget 2024/25	Pre-decision scrutiny	Chief Operating Officer	To scrutinise the draft budget.
Council Plan Performance Monitoring report & Risk Register Quarter 2 2023/24	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

**18 JANUARY 2024**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
Relocation of Ruby Ward from Medway Maritime Hospital to a new purpose-built facility in Maidstone	Information item	Kent and Medway NHS	To review the effectiveness and take up of the recommended travel and transport strategy aimed at addressing the travel and access needs of patients, staff, families and carers.

**14 MARCH 2024**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
Medway Community Healthcare (MCH) Update	Scrutiny of External Organisations	Managing Director, MCH	To receive an update on the work of MCH.
Council Plan Performance Monitoring report & Risk Register Quarter 3 2023/24	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

**Date to be Confirmed**

<b>Item</b>	<b>Work type</b>	<b>Responsible officer</b>	<b>Objectives</b>
Primary Care in Rainham and Health Living Centres in Medway	Scrutiny of External Organisations	Kent and Medway NHS	To consider an update on primary care provision in Rainham and an update on the wider primary care strategy for Rainham as well as an update on the utilisation of HLCs across Medway and their funding, including the use of S106 funds.
Attendance of Portfolio Holder for Adults Services	Portfolio Holder Holding to account		To hold the Portfolio Holder to account on performance against their portfolio
Pharmacy Services	Information Item	Local Pharmaceutical Committee	To discuss the provision of local pharmacy services.
Annual Public Health Report	Information Item	Director of Public Health	To consider the Annual Report



Kent and Medway Safeguarding Adults Board (KMSAB) Annual Report 2022-2023	Scrutiny of External Organisations	Independent Safeguarding Chairman	To receive the Annual KMSAB report
Kent and Medway's mental health and dementia improvement programme	Scrutiny of External Organisations	Kent and Medway NHS	To receive an update on the programme
Medway NHS Foundation Trust	Scrutiny of External Organisations	Medway NHS Foundation Trust	To receive an update from the Trust
Annual complaints and compliments report 1 April 2022 to 31 March 2023	Performance Report	Director of People - Children and Adult Services	To scrutinise the Annual report
Kent and Medway Integrated Care Strategy	Pre-decision scrutiny	Director of Public Health/ Kent and Medway NHS	To scrutinise the Strategy
South East Coast Ambulance Service NHS Foundation Trust	Scrutiny of External Organisations	SECAMB	To receive an update from the Trust
Deprivation of Liberty Safeguards (DOLS) to Liberty Protection Safeguards	Information Item	Assistant Director – Adult Social Care	To consider changes to the Deprivation of Liberty Safeguards (DoLS) arrangements.