

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

5 October 2023

Item	Work Type	Responsible officer	Objectives
<i>Inspecting Local Authority Children's Services (ILACS) Outcome</i>	<i>Theme</i>	<i>Director of People - Children and Adult Services</i>	<i>To discuss the outcome of the latest Ofsted visit</i>
<i>Childrens Sufficiency Overview</i>	<i>Theme</i>	<i>Director of People - Children and Adult Services</i>	<i>To scrutinise a report on sufficiency</i>
<i>Workforce</i>	<i>Theme</i>	<i>Director of People - Children and Adult Services</i>	<i>To scrutinise a report on workforce</i>
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
<i>Revenue and Capital Budget Monitoring</i>	<i>Information Item</i>	<i>Council Performance & Budget Monitoring</i>	<i>To scrutinise the council revenue and budget monitoring,</i>
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>Children's Social Care Complaints and Compliments Annual Report</i>	<i>Information item</i>	<i>Assistant Director, Children's Social Care</i>	<i>To scrutinise the annual information relating to Children's social care complaints</i>

Future 2023/2024 dates: 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

3 August 2023

- Meeting Theme – Education and Special Educational Needs and Disability: Medway Joint Local Area SEND Action Plan, SEND Inspection Performance Update and Post 16 Review.
- Annual Fostering Report (2022 – 2023)

Proposed Work Programme

Health and Adult Social Care Overview and Scrutiny Committee

(Subject to approval at the Committee meeting on 22 August 2023)

SEPTEMBER 2023

Item	Work type	Responsible officer	Objectives
<i>NHS Community Services review and re-procurement</i>	<i>Scrutiny of External Organisations</i>	<i>Kent and Medway Integrated Care Board</i>	<i>To consider proposals regarding the procurement of community services</i>

17 OCTOBER 2023

Item	Work type	Responsible officer	Objectives
<i>Mental Health Transformation: Section 136 pathway and health-based places of safety service improvement</i>	<i>Scrutiny of External Organisations</i>	<i>Kent and Medway Integrated Care Board</i>	<i>To receive an update on the Decision Making Business Case</i>
<i>Attendance of Portfolio Holder for Adults Services</i>	<i>Portfolio Holder Holding to account</i>		<i>To hold the Portfolio Holder to account on performance against their portfolio</i>

7 DECEMBER 2023

Item	Work type	Responsible officer	Objectives
Draft capital & 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
Integrated Care Strategy	Pre-decision scrutiny	Director of Public Health	To consider the draft Strategy.
Capital and Revenue Budget Monitoring – Round 2 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital Budget Monitoring for Round 2 2023/24

18 JANUARY 2024

Item	Work type	Responsible officer	Objectives
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.
<i>GP Task Group update</i>	<i>Information item</i>	<i>Director of Public Health</i>	<i>To consider an update on the implementation of the recommendations agreed by the Task Group</i>

14 MARCH 2024

Item	Work type	Responsible officer	Objectives
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
Capital and Revenue Budget Monitoring – Round	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital Budget Monitoring for Round 3

3 2023/24			2023/24
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Date to be Confirmed

Item	Work type	Responsible officer	Objectives
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.
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

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.
<i>Relocation of Ruby Ward from Medway Maritime Hospital to a new purpose-built facility in Maidstone (August 2024)</i>	<i>Information item</i>	<i>Kent and Medway NHS</i>	<i>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.</i>

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

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
Capital Budget Monitoring – Round 2 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital Budget Monitoring for Round 2 2023/24
Revenue Budget Monitoring – Round 2 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Revenue Budget Monitoring for Round 2 2023/24

23 January 2024

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
Housing Revenue Account Capital and Revenue Budgets 2024/25	Pre-decision Scrutiny	Chief Operating Officer/Head of Strategic Housing	To scrutinise the Housing Revenue Account capital and revenue budgets for 2024/25, including proposed rent and service charge levels
Safer, Healthier Streets – Proposed 11 School Streets Update	Information Item	Assistant Director Frontline Services	To update the Committee on the progress of the Proposed 11 School Streets

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
Capital Budget Monitoring – Round 3 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital Budget Monitoring for Round 3 2023/24
Revenue Budget Monitoring – Round 3 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Revenue Budget Monitoring for Round 3 2023/24

DATES TO BE DETERMINED

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
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
Medway Norse Operational Update	Information item	Chief Operating Officer	To review the performance of the Joint Venture from the perspective of the Council client

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.