

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

5 December 2023

Item	Work Type	Responsible officer	Objectives
Draft Capital and Revenue Budgets 2024/25	Finance Theme	Chief Finance Officer	To scrutinise the draft budgets for 2023/24
Capital and Revenue Budget Monitoring – Round 2 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 2 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
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
Council Plan Performance Monitoring & Risk Register Review Quarter 2 2023/24	Council Performance Monitoring	Chief Operating Officer	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
Schools Performance Report (Unvalidated Data)	Education Theme	Assistant Director, Education & SEND	To scrutinise the annual school’s performance report for the academic year 2022/2023
Medway Youth Council 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

<i>Adolescent Services</i>	<i>Information Item</i>	<i>Assistant Director, Education & SEND</i>	<i>To provide an update on the offer for adolescents in Medway</i>
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7 March 2024

Item	Work Type	Responsible officer	Objectives
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	Council Performance Monitoring	Chief Operating Officer	To scrutinise the latest council plan performance and risk register review information for Quarter 3 of 2023/24
Capital and Revenue Budget Monitoring – Round 3 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital and Revenue Budget Monitoring for Round 3 2023/24.

To be determined:

Item	Work Type	Responsible officer	Objectives

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)

5 October 2023

- Meeting Theme – Childrens Social Care: Inspecting Local Authority Children’s Services (ILACS) Outcome, Childrens Sufficiency Overview, Workforce
- IRO Annual report
- Revenue and Capital Budget Monitoring
- Capital Budget Monitoring
- Council Plan Performance Monitoring & Risk Register Review Quarter 1 2023/24

Work Programme

Health and Adult Social Care Overview and Scrutiny Committee

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
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
Integrated Care Strategy	Pre-decision scrutiny	Director of Public Health	To consider the draft Strategy.
NHS Community Services review and procurment	Scrutiny of External Organisations	Kent and Medway Integrated Care Board	To consider proposals regarding the procurement of community services.
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
Medway NHS Foundation Trust	Scrutiny of External Organisations	Medway NHS Foundation Trust	To receive an update from the Trust

18 JANUARY 2024

Item	Work type	Responsible officer	Objectives
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
GP Task Group update	Information item	Director of Public Health	To consider an update on the implementation of the

			recommendations agreed by the Task Group
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14 MARCH 2024

Item	Work type	Responsible officer	Objectives
Medway Community Healthcare 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
Kent and Medway NHS Social Care & Partnership Trust	Scrutiny of External Organisations	Kent and Medway NHS Social Care and Partnership Trust	To receive an update from the Trust
Capital and Revenue Budget Monitoring – Round 3 2023/24	Budget Monitoring	Chief Finance Officer	To scrutinise the Capital Budget Monitoring for Round 3 2023/24
Emergency Transfer of Medway and Swale Transient-Ischaemic Attack Service	Scrutiny of External Organisations	Kent and Medway Integrated Care Board	To receive an update on the decision taken by the Kent and Medway ISDN Programme Board on 31 January 2024 regarding the future of the service.

Date to be Confirmed

Item	Work type	Responsible officer	Objectives
Mental Health Transformation: Section 136 pathway and health-based places of safety service (HBPoS) improvement	Scrutiny of External Organisations	Kent and Medway Integrated Care Board	To receive an update on the operation of the new centralised HBPoS based at the KMPT Maidstone site.
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
Relocation of Ruby Ward from Medway Maritime Hospital to a new purpose-built facility in Maidstone (August 2024)	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.
Southeast 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.

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

15 November 2023

Item	Work type	Responsible officer	Objectives
Annual Review of Waste Contracts	Council Performance and budget monitoring	Deputy Director of Place	The annual review of waste contracts
Attendance of the Portfolio Holder for Heritage, Culture and Leisure	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.

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	Deputy Director of Place	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
Attendance of the Portfolio Holder for Community	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.

Safety & Enforcement			
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

23 January 2024

Item	Work type	Responsible officer	Objectives
Annual review of Volker's Highways Contract	Council Performance and budget monitoring	Deputy Director of Place	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
Attendance of the Portfolio Holder for Climate Change and Strategic Regeneration	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.
Attendance of the Portfolio Holder for Property and Housing	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.
Housing Strategy	Pre-decision Scrutiny	Head of Strategic Housing	To scrutinise the Housing Strategy

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
Attendance of the Portfolio Holder for Economic and Social Regeneration and Inward Investment	Holding to Account		To hold the Portfolio Holder to account on performance against their portfolio.
<i>Community Safety Plan 2024 – 2028</i>	<i>Policy Framework</i>	<i>Deputy Director of Place/Head of Regulatory Services</i>	<i>To consider the Community Safety Plan</i>

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>Timetable currently being prepared and will include O&S Stage</i>
Placing Objects on the Highway – Finalised scheme and plans for expansion to other areas of Medway	Information item	Deputy Director of Place	To consider a scheme for the licensing of objects placed on the highway across Medway
Recycling Plan	Pre-decision scrutiny	Deputy Director of Place/Head of Environmental Services	Added from RCE O&S Committee on 11 June 2020 Date dependent upon the adoption of the Environment Bill
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	Deputy Director of Place	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
<i>Safer, Healthier Streets – Proposed 11 School Streets Update</i>	<i>Information item</i>	<i>Deputy Director of Place</i>	<i>To update the Committee on the progress of the Proposed 11 School Streets</i>

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.