

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

**5 December 2023**

| <b>Item</b>  | <b>Work Type</b>               | <b>Responsible officer</b>                 | <b>Objectives</b>   |
|--|--------------------------------|--|---|
| 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**

| <b>Item</b>                                   | <b>Work Type</b>   | <b>Responsible officer</b>                       | <b>Objectives</b>  |
|---|--------------------|--|--|
| 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                                      |

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

| <b>Item</b>  | <b>Work Type</b>               | <b>Responsible officer</b> | <b>Objectives</b>   |
|--|--------------------------------|----------------------------|---|
| 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:**

| <b>Item</b> | <b>Work Type</b> | <b>Responsible officer</b> | <b>Objectives</b> |
|-------------|------------------|----------------------------|-------------------|
|             |                  |                            |                   |

**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**

| <b>Item</b>  | <b>Work type</b>                   | <b>Responsible officer</b>                            | <b>Objectives</b>  |
|--|------------------------------------|---|--|
| 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 reprocurment                               | 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**

| <b>Item</b>  | <b>Work type</b>                   | <b>Responsible officer</b>                            | <b>Objectives</b>                   |
|--|------------------------------------|---|-------------------------------------|
| 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 |

|                      |                  |                           |   |
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| 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**

23 January 2024

| Item   | Work type               | Responsible officer                               | Objectives   |
|--|-------------------------|---|--|
| 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   |
| 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 |
| Infrastructure Funding Statement   | Information Item        | Assistant Director Culture and Community          | To consider the Statement following approval by Cabinet  |
| <i>Building Condition Surveys</i>  | <i>Information item</i> | <i>Assistant Director, Regeneration</i>           | <i>To receive the results of a Building Conditions Survey and details of progress to improve the Council's building stock</i>        |

26 March 2024

| Item  | Work type  | Responsible officer                                  | Objectives   |
|---|--|--|--|
| 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.                      |
| 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                                      |
| Community Safety Plan 2024 – 2028   | Policy Framework                                 | Deputy Director of Place/Head of Regulatory Services | To consider the Community Safety Plan  |
| <i>Annual review of Volker's Highways Contract</i>  | <i>Council Performance and budget monitoring</i> | <i>Deputy Director of Place</i>                      | <i>To undertake an annual review of the highways contract</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&amp;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<br>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                          |
| Safer, Healthier Streets – Proposed 11 School Streets Update                                       | Information item          | Deputy Director of Place                                | To update the Committee on the progress of the Proposed 11 School Streets  |

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.