

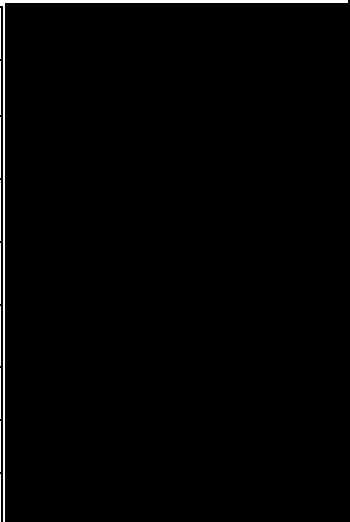
Kentish Road Independent Review Oversight Board
Terms of Reference

Purpose

To ensure the accepted recommendations arising from the independent review of the Kentish road closure are implemented within an agreed timescale.

Aims and Objectives

- To task lead officers to develop actions plans for each accepted recommendation
- To monitor the action plans to ensure they are delivered to agreed timescale
- To provide assurance to the chief executive and the director of quality and assurance that the lessons learnt from the review are addressed within action plans or as part of other work areas.
- To address any obstacles to the actions required, including resource issues, and to escalate as appropriate.

Membership	
Director of Adult Social Services (Chair)	
Service Director – Adults, Housing and Communities	
Service Director – Quality and Integration	
Service Director – Human Resources and Organisational Development	
Principal Social Worker & Service Lead Adult Social Care Improvement	
Service Lead – Programme Management	
Senior Solicitor	
Finance Business Partner	
Communication Manager	

Reports to

- Chief Executive and Director of Quality and integration
- Specific issues may need to be referred to other forums as appropriate – this will be identified and agreed with the Chief Executive and Director of Quality and Integration.

Roles and Responsibilities

- To receive reports on the following areas detailing progress against action plan, risk and issues:
 - Project management
 - Adult social care development plan
 - Commissioning
 - Kentish Road respite service
- To agree the actions proposed will address the issues identified in the report
- To ensure actions proposed are in keeping with legislative requirements, council policies and procedures and reflect good quality
- To ensure that all action plans and relating work programmes are delivered within agreed timescales
- To monitor the results of actions undertaken and ensure there is evidence of implementation, impact and sustainability
- To identify any blocks or barriers and agreed actions to address these
- To identify any resource issues and escalate these appropriately
- To monitor risks in implementing the action plans, develop mitigating actions and refer to the corporate risk register as necessary
- To identify any additional issues to be addressed and to ensure these are referred to appropriate forums/managers for action
- To provide updates to the Chief Executive and Director of Quality and Integration

Frequency of meetings

- Monthly for 6 months, commencing September 2018
- To be reviewed at meeting in December 2018