

## **Appendix 3 to Item 8 – Cabinet – 10 January 2011**

Terms of reference for Improvement Boards are individually negotiated with each Local Authority by the Department for Education (DfE) and should involve the independent chair when that person is appointed.

### **Role of the Improvement Board**

The role of the improvement Board, made up of partners, is to agree, monitor and report progress on the actions in the Improvement Plan. That will include reference to a number of quantifiable measures of volume (e.g. the numbers of children in care) and related processes (e.g. timeliness of assessments) to be agreed by the Board.

The Board will have an independent chair, approved by the Parliamentary Under Secretary of State for Children and Families. The chair will report directly to the Minister on progress on a quarterly basis.

### **Membership and Frequency**

The Boards will meet monthly and its membership usually includes:

- Independent Chair
- Chief Executive (*Group Managing Director*)
- Lead Elected Members
- DfE - Observer
- Strategic Director (*Managing Director – Children, Families and Education*)
- PCT Chief Executives and Non-Elective member (Health)
- Community Health Trust
- Police

### **Links with other bodies**

The Board's work should be reported to:

- The Children's Trust
- The Council's scrutiny process
- The Local Safeguarding Board
- Partners individual governance arrangements

In Kent there is a commitment to keep a focus group of front-line staff which will maintain a link with the improvement board; there will also be a direct link with the Children in Care Council.