

## **Steering Committee**

A Project Steering Committee has been set up to:

- monitor and review progress in project delivery.
- provide advice and resolve issues

The mandate of the Committee follows:

- Provide advice and feedback on project scope, schedule and quality.
- Provide guidance on priorities that arise during the planning, design and implementation of the project
- Provide constructive ideas
- Help with evaluating and testing resources produced as part of the project
- Facilitate project approvals at key milestones

Day-to-day management and administration of the project will be handled by the Project Coordinator. Information to be presented at the meetings must be sent out in good time before the meeting so that members have time to look at the information.

The Committee meetings will be chaired by the Project Coordinator. They will be held at least four times per year (during each Milestone Period) for the duration of the project (2 years). Venues and meeting times will be arranged for the convenience of Committee members. Currently remote meeting will be necessary.

Committee members will/may include:

- Project Coordinator (Chair)
- Representative from Rose Road
- Representative from SWR
- Parent representative
- Young person who uses Rose Road
- Other young person/people with disabilities
- Representative from Hampshire Disabled Voice
- Representative from other Care Organisation (Star Support for You)
- Any other individuals, including User Groups

### **Steering Committee Meeting 1 3 September 2020**

- Agenda
- Minutes

### **Steering Committee Meeting 2 14 May 2021**

- Agenda
- Minutes