

Wycombe Planning and Transport Governance Structure (Nov 2017)

Setting the strategic vision. Looking 5-20 years ahead.

Meets Quarterly

PTM Board Purpose

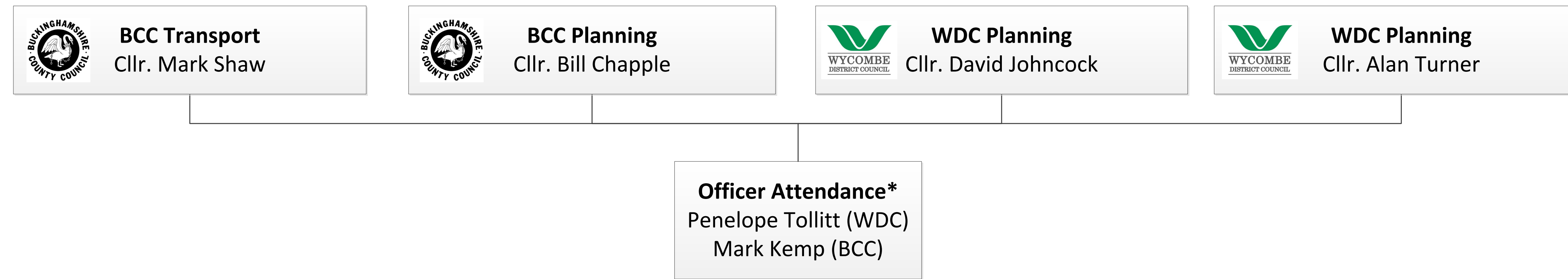
Primary – To set vision
– Review forward programme and agree priorities

Secondary – To troubleshoot issues

Tertiary – To update on progress (on a manage by exception basis)

*BTVLEP not included at member level, as not a decision maker

Wycombe Planning and Transport Member Board (PTMB)



Ensuring the vision is planned. Planning ahead 1-5 years

Meets Quarterly

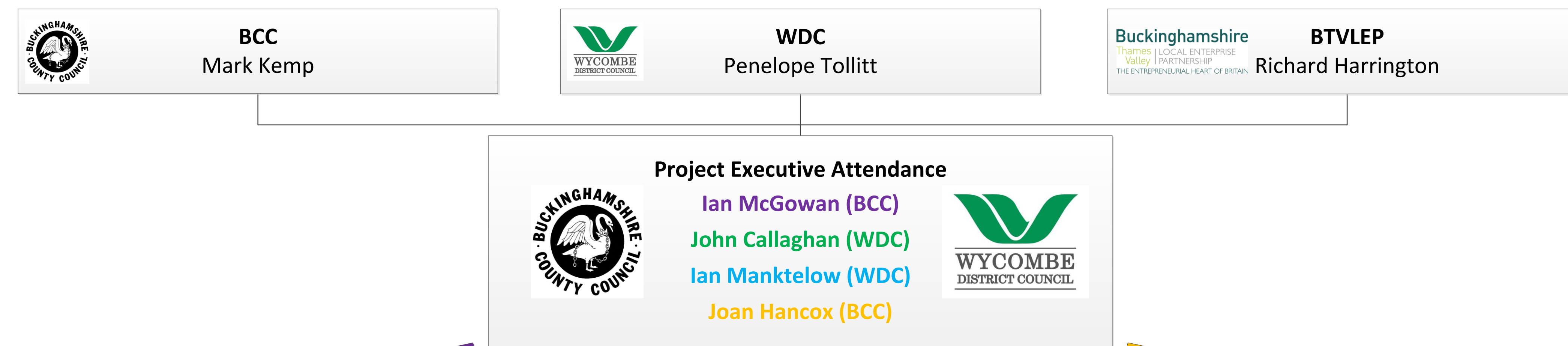
PTO Board Purpose

Primary – To set forward programme and agree priorities
– To agree key milestone and end dates
– To agree funding (if joint) and project outcomes

Secondary – To troubleshoot issues

– To update on progress (on a manage by exception basis)

Wycombe Planning and Transport Officer Board (PTOB)



Programme Boards - Planning ahead 1-3 months in detail, 3-12 months outlook

Five Programme Boards sit beneath PTOB

Meets Monthly (or on a manage by exception basis)

Programme Board Purpose

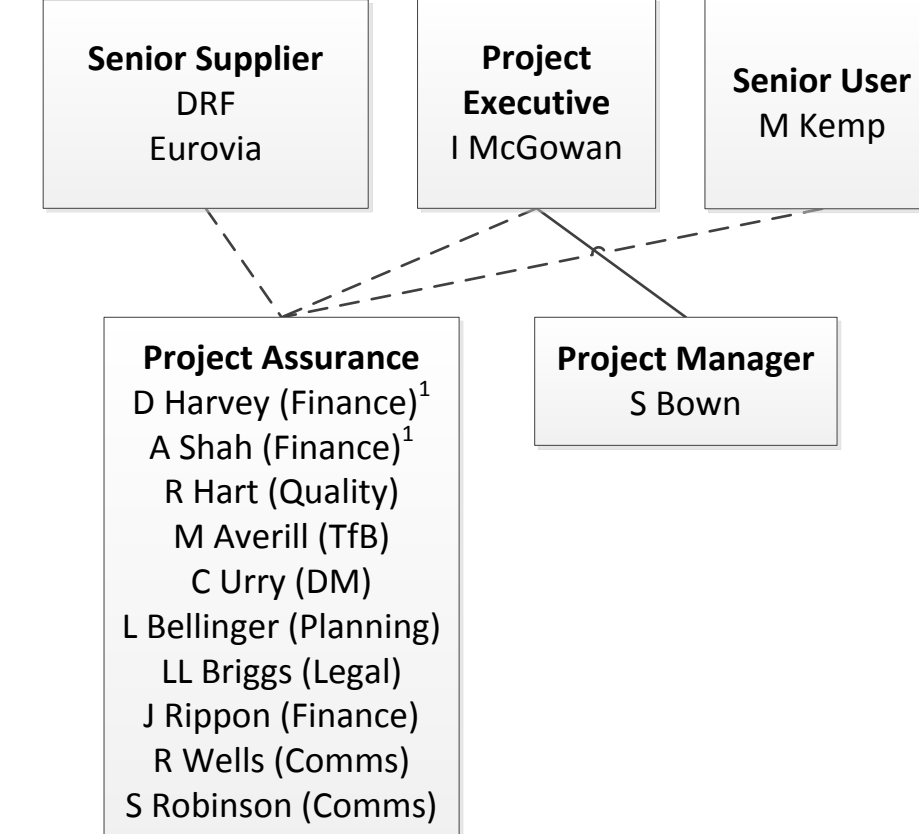
Primary – Deliver agreed programme vision and project outcomes
– Deliver key milestone and end dates
– Work within agreed funding (if joint)

Secondary – To troubleshoot issues

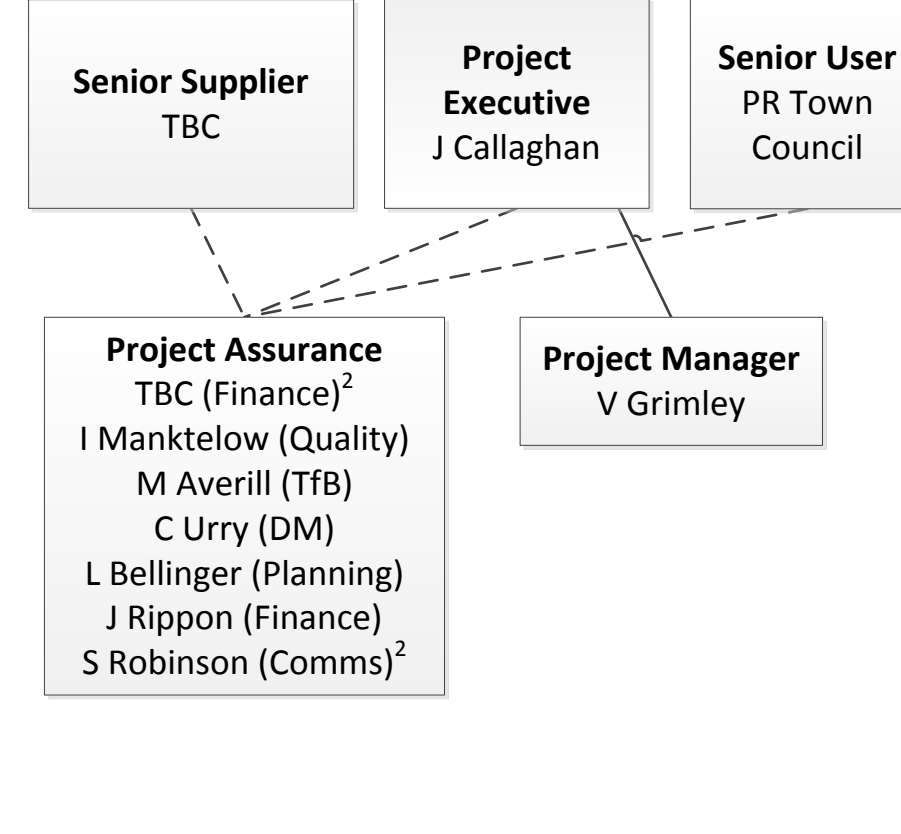
– To update on progress (on a manage by exception basis)

Delegation	Project Executives:	Project Managers:
Time	Overall end date – tolerance of all milestone within that; subject to dependencies	Key milestones – tolerance of individual tasks within the project
Finance	Within agreed programme budget and tolerance – scope to redistribute funds between projects subject to appropriate Cabinet Member Decisions	Within agreed project budget and tolerances
Quality	Scope to modify outputs without increasing reputational and legal risks and agreed outcomes are achieved	To deliver agreed outcomes; Variation to agreed plan to be approved by Project Executive and Board.
Change Control	To be agreed at PTOB	To be agreed with Project Executive

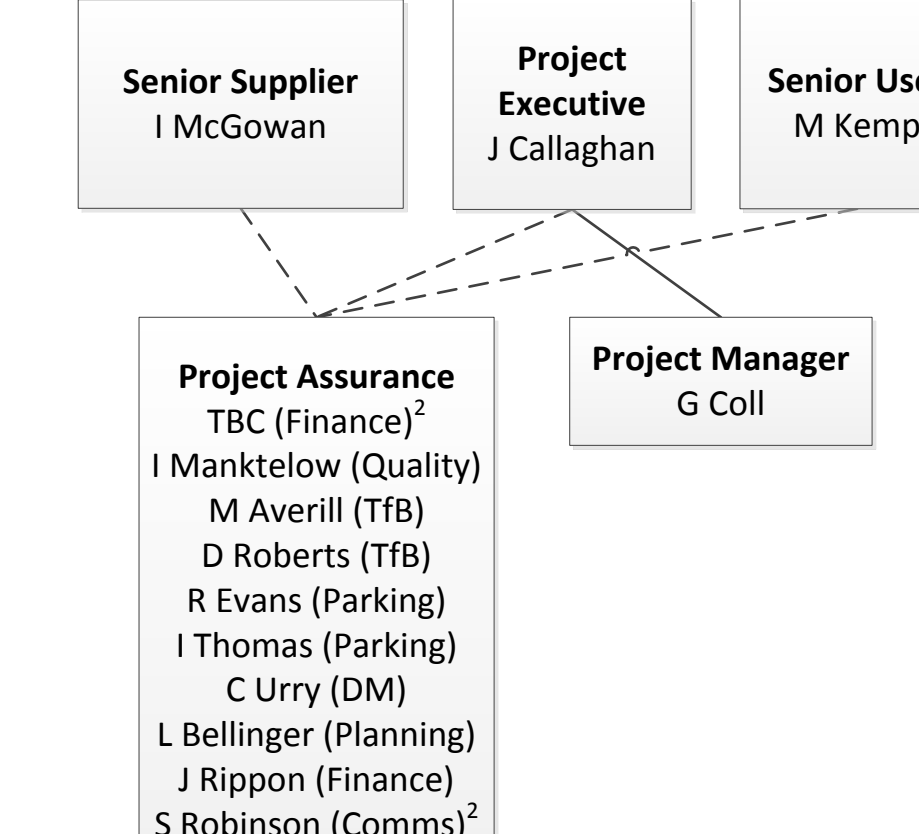
Wycombe Implementation Board (WyIB)



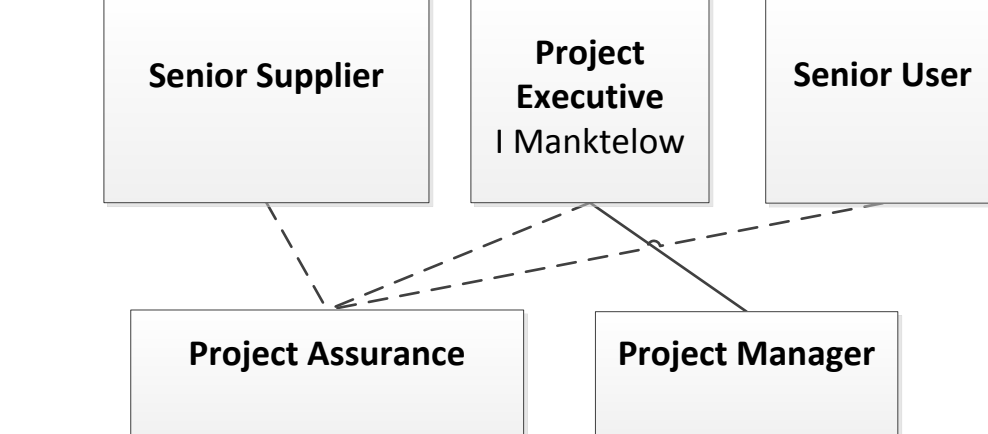
Princes Risborough Board (PRB)



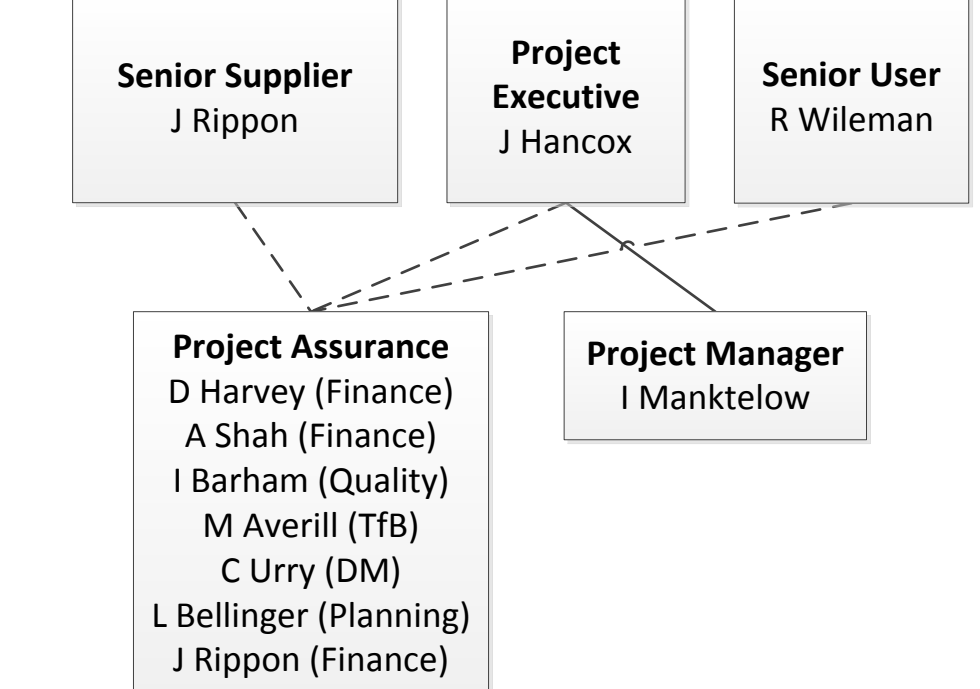
Rest of Wycombe Delivery Board (RoWDB)



Wycombe Planning Strategy Board (WPSB)



Wycombe Transport Strategy Board (WTSB)



Working Groups - Planning ahead today to 3 months.

Working Groups sit beneath Programme Board

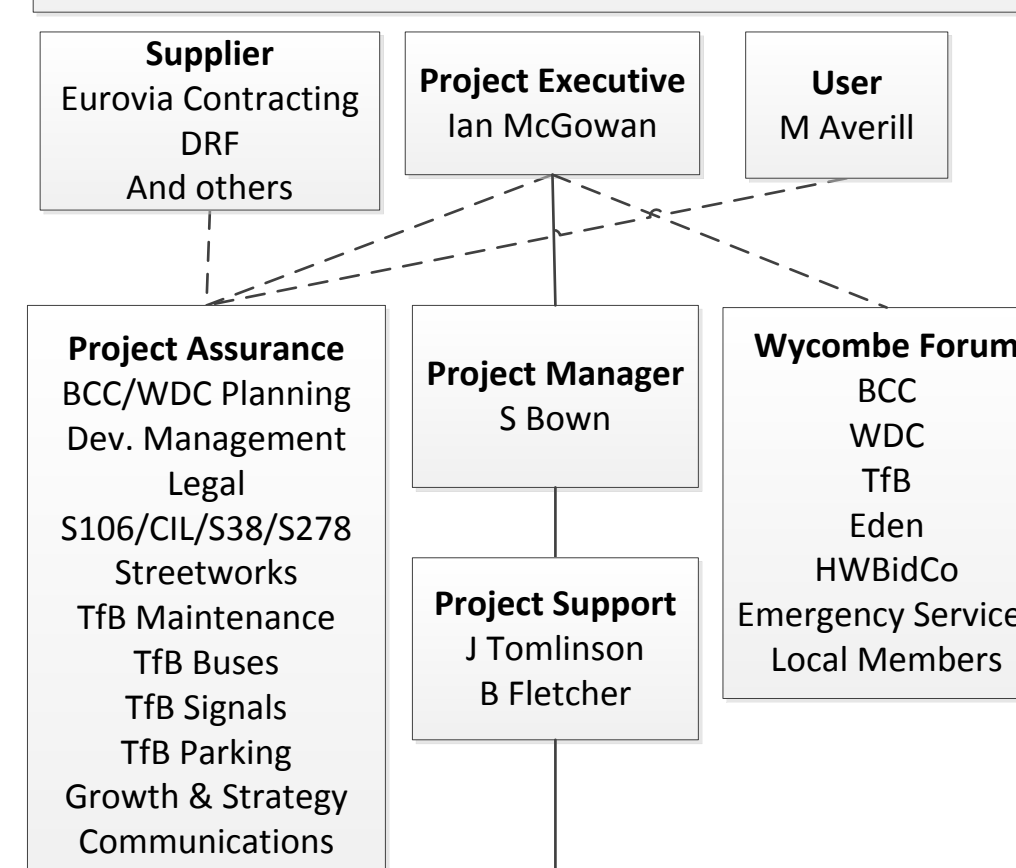
Meets Weekly, Bi Weekly, Monthly (or on a manage by exception basis)

Working Group Purpose

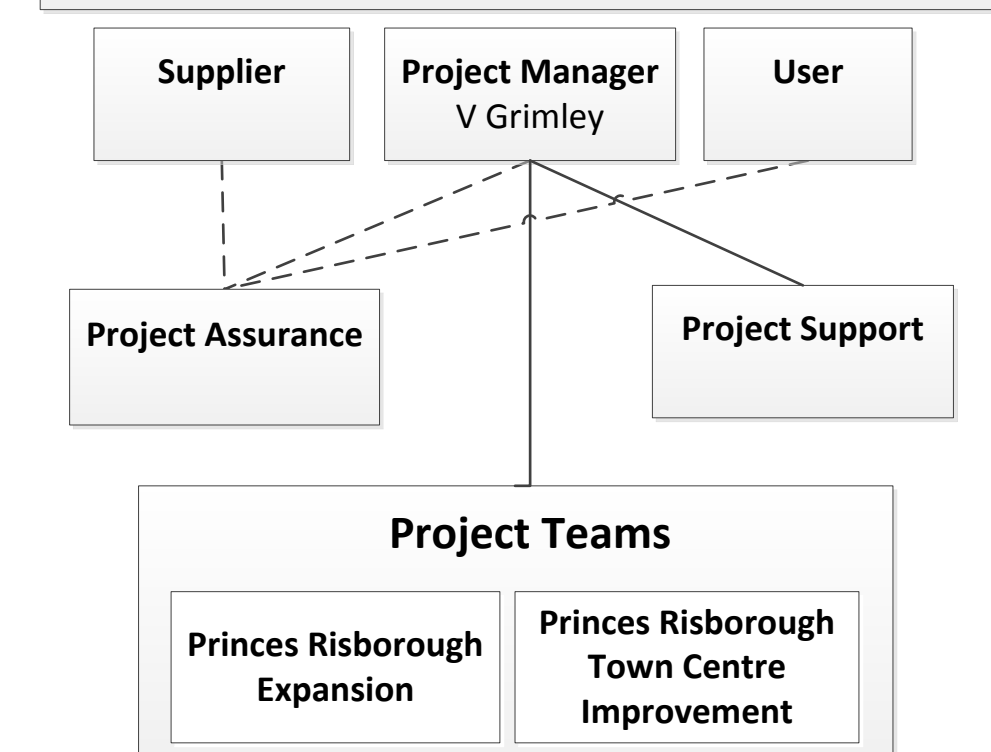
Primary – Delivering work packages that deliver the projects outcome
– Report on programme and project outcomes
– Report key milestone and end dates
– Deliver work within agreed funding (if joint)
– To troubleshoot delivery issues
– To update on progress (on a manage by exception basis)

1. WDC and BCC Finance People to attend WyIB Meetings
2. Finance or comms do not need to attend. Project Executive is responsible for reporting as necessary.
3. Daws Hill has its own Liaison Group. But needs to report in via this appropriate Project Board.

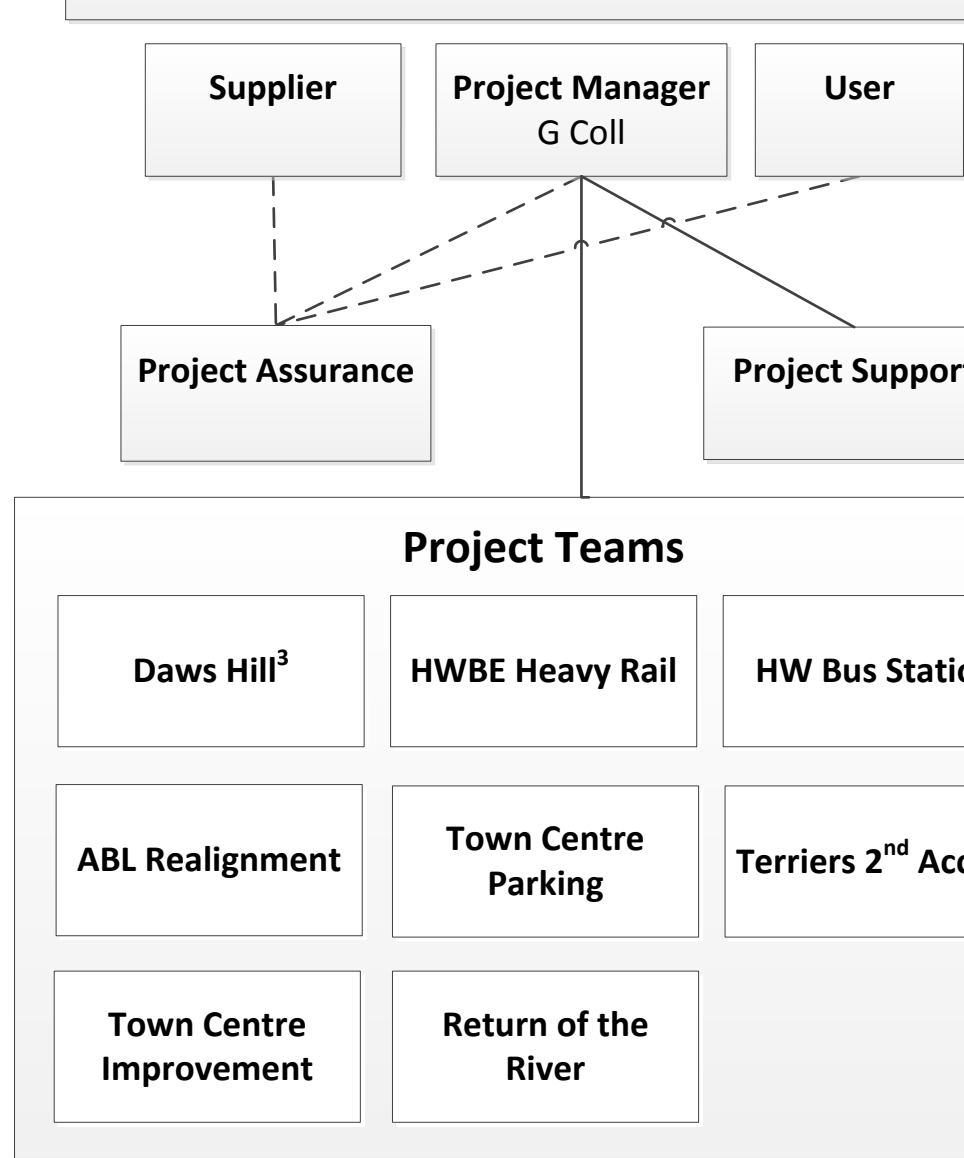
Wycombe Project Boards



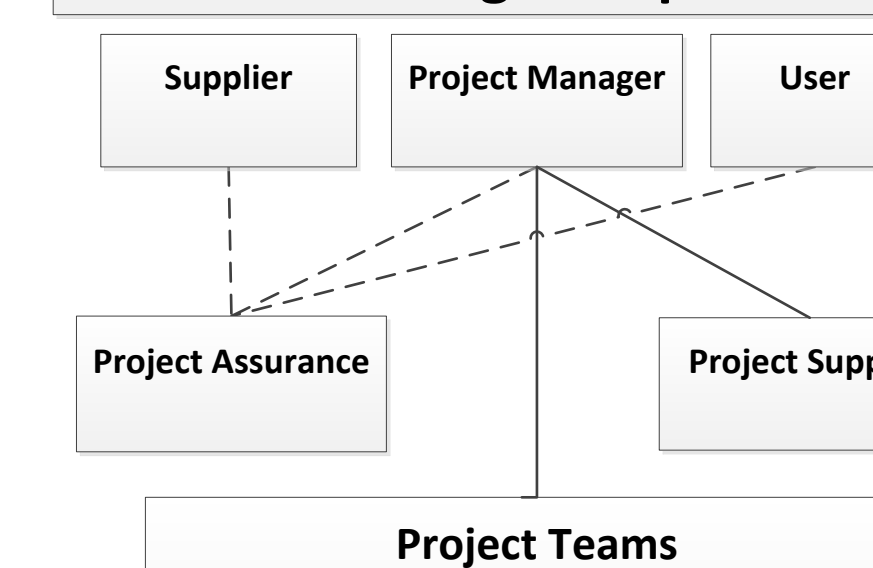
Princes Risborough Working Group



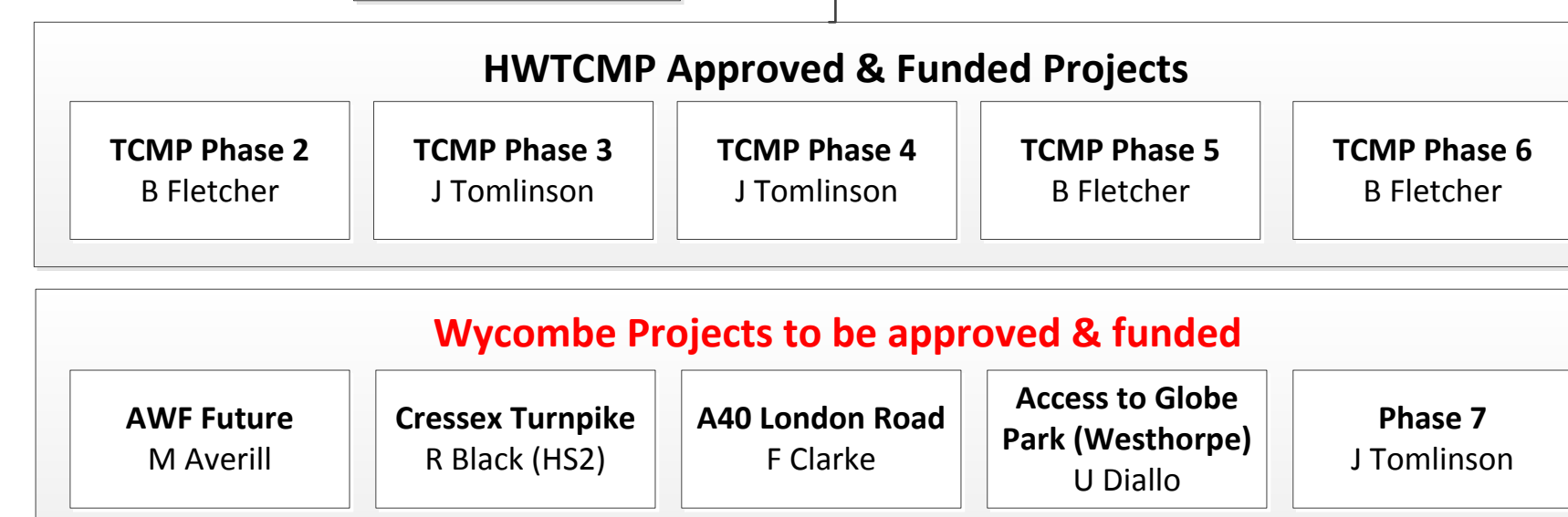
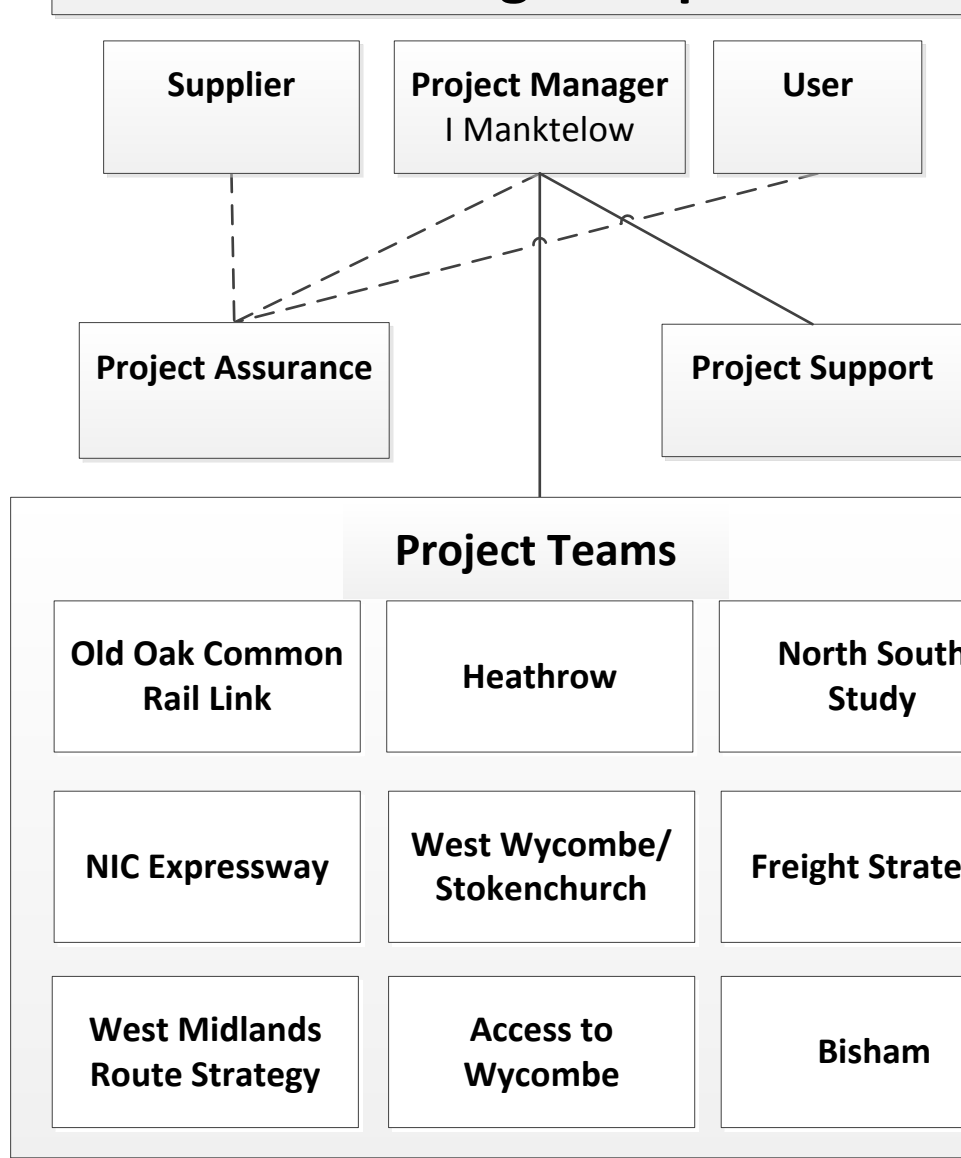
Rest of Wycombe Working Group



Wycombe Planning Strategy Working Group



Wycombe Transport Strategy Working Group



DELEGATION

EMPOWERMENT

MANAGE BY EXCEPTION

ESCALATION OF ISSUES/RISKS/EXCEPTIONS