

Implementation Task and Finish Group

The Implementation T&F group will maintain oversight of implementation plan through informal meetings with lead officers as outlined below. These meetings will also explore areas of focus identified through the updates that members feel they need to explore further. The T&F group will provide a verbal update at each formal committee meeting and will highlight any areas of risk or concern.

Date	Topic	Description/Outcomes	Lead Officers/Report Authors
Wednesday 18 September 10 am County Hall	T&F Planning Session	<p>To plan the approach to the T&F work and develop the key areas of focus and timings for the work programme.</p> <p>To understand the implementation plan and how to have oversight of it (including the 128 'must have' for day one.</p>	<p>Roger Goodes, Programme Manager Kama Wager, policy Officer.</p> <p>Members: Barbara Gibbs, Lead Member</p>
Tuesday 24 th September 2 -3pm County Hall PMO office	<p>Implementation update</p> <p>Focus: Understanding the planning, delivery and monitoring of the implementation plan within the Programme Management Office and Review the 128 'must haves'.</p>	<p>Members will visit the Project Management office to see the planning process and mapping of the implementation plan.</p> <p>They will also review the 128 'must haves' to ensure that all areas are required.</p>	<p>Roger Goodes, Programme Manager Kama Wager, Policy Officer</p>
Tuesday 5 th November 2-3:30pm Amersham	<p>Implementation update</p> <p>Focus: Culture, Vision and Values</p>	<p>Members will receive an update on the progress towards implementation plan and any areas of risk or concern.</p>	<p>Roger Goodes, Programme Manager, Kama Wager, Policy Officer</p>

		Following the review of the Occupational Development Strategy at formal Committee on the 30 th September, the T&F group will explore in more detail the plans and work so far to ensure that the culture and values work is being set and driven effectively. This will include understanding the Chief Executives' vision and the essential elements of the culture piece.	TBC – Lead Officers
Tuesday 3 rd December 1-2:30pm Aylesbury	Implementation Plan Update and Review	Members will receive an update on the progress and review any areas of risk.	Roger Goodes, Programme Manager Kama Wager, Policy Officer.
Tuesday 14 th January 2-3:30pm Wycombe	Implementation Plan Focus: Check and Challenge for Day One Plans	Members will review the plans for day one to ensure that progress is on track and highlight any areas of concern or risk.	Roger Goodes. Programme Manger Kama Wager, Policy Officer