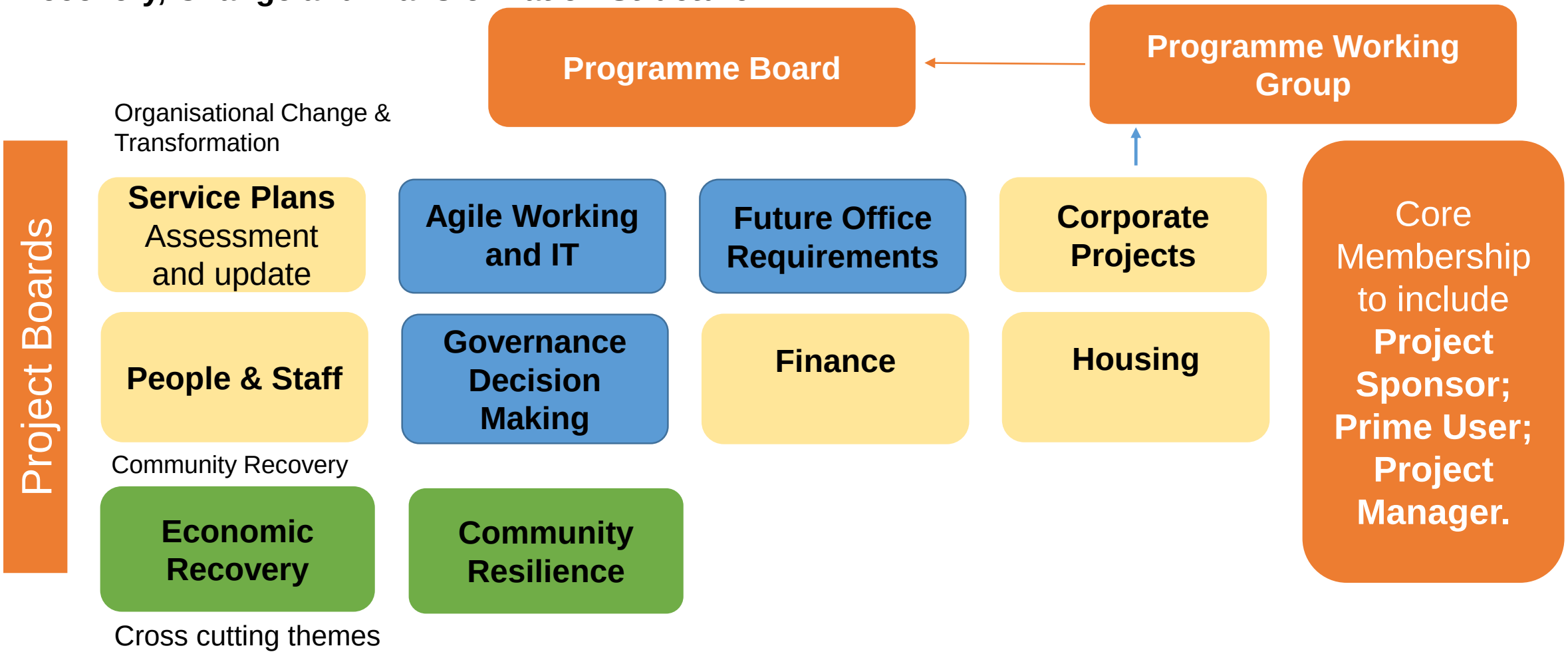
Recovery, Change and Transformation Structure



Proposed Project Boards

Project Sponsor, Prime User and Project Manager

Service Plans
Robin Taylor
Louise Norrie
Yasmine Makin

Agile Working and IT
David Allum
Linda Frame
Wendy Cooper

Future Office Requirements
David Allum
Wendy Cooper
Caroline Wallis

Corporate Projects
Kelvin Mills
Candice Keet
Fotini Vickers
Adam Holt

People & Staff
Robin Taylor
Sally Kipping
Tamsin McLeod

Governance Decision Making
Robin Taylor
Fiona Cameron
Fotini Vickers

Finance
Peter Vickers
Rosie Plaistowe
Tamsin McLeod

Housing
Hugh Wagstaff
Heather Rigg
Annalisa Howson

Economic Recovery
Zac Ellwood
Catherine Knight
Adam Holt

Community Leadership
Andrew Smith
Katie Webb
Adam Holt

A representative from Finance, Comms and Sustainability will be on each group

Priorities and Timelines – May 2020

0-3 months

- **Agile Working and IT**
- **Corporate Projects**
- **People & Staff**
- **Governance Decision Making**
- **Finance** Phase 1

3-6 months

- **Service Plans** Assessment and update
- **Finance** Phase 2
- **Housing**
- **Economic Recovery**
- **Community Leadership**

6 months plus

- **Future Office Requirements**

We would expect that all projects will have elements that continue for longer than those outlined above. However it is felt that peaks of work will appear within the timeframes identified.

RCT Programme Board and Programme User Group (26th May 2020)

Programme Board – to meet every 2 weeks (to be reviewed periodically)

Tom Horwood
Annie Righton
Graeme Clark
Kelvin Mills
Robin Taylor
Peter Vickers
Debbie Smith
Kimberley Soane (support)

Project Board members invited as and when required

Agenda items

Approve / reject recommendations by Working Group
Review RED risks
Understand high level programme and critical path
Facilitate decision making and communicate to the Executive and Council as appropriate

Programme Working Group – to meet every 2 weeks

Kelvin Mills
Robin Taylor
Peter Vickers
Harri Robinson
Dan Bainbridge
Debbie Smith
Adam Holt

Invitation made to Project Board members as and when required

Agenda items

Prioritise and keep on track the RCT Programme of work
Track and review Project objectives
Ensure cross-cutting themes are monitored – including overall comms plan.
Make recommendations to the Programme Board
Ensure no overlap of projects
Monitor and take action on risks and issues