2) Organisational culture and team development  Set out guiling principles for the kind of culture and behaviours the Office wants to encourage  Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms  Review and redesign internal processes, where necessary  Phrase expectations towards begole leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 link their work  Communicate and engage with staff, including all staff meeting  3) Develop a sector strategy  3) Develop a sector strategy and develope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and developers under the Office  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plen onboarding process for new roles with teams  Adjust job descriptions, where applicable intensity and development meeds  Draft training development plan  5) Data and insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyLos)  Develop a data strategy for the future  Communicate and engage with staff			Fortnight 0	Fortnight 1	Fortnight 2	Fortnight 3	Fortnight 4	Fortnight 5	Fortnight 6
Setting out principles and a philosophy towards the regulated sector Test Framework with key statshehidders within and outside the Office Feed principles and philosophy into procedures manual work 2) Organisational culture and team development Set out guiding principles for the kind of culture and behaviours the Office wants to encourage Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and socialiston mechanisms Review and redesign internal processes, where necessary Phrase expectations towards people leadership in light of encouraged behaviours Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work.  Josepha concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work.  Josepha sector strategy  Josevelop a sector strategy  Josevelop a sector strategy and develope regulatory principles.  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and recruit for roles (step 1 and 2)  Josevelop by descriptions and	Workflow/ Activity	Lead	fn/c 10- Aug	24-Aug	7-Sep	21-Sep	5-Oct	19-Oct	2-Nov
Test framework with key stakeholders within and outside the Office Feed principles and philosophy into procedures manual work 2) Organisational culture and team development  Set out guiding principles for the kind of culture and behaviours the Office wants to encourage Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and socialistic machanisms Review and redespin internal processes, where necessary Prirase expectations towards people leadership in light of encouraged behaviours Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work. Communicate and engage with staff, including all staff meeting 3) Develop a sector strategy  Orcate a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop regulatory priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office Communicate sector strategy 4) HR: cercuitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Develop job descriptions where applicable intention and development plan 5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop job start strategy for the future Communicate and engage with staff	1) Compliance framework								
Test framework with key stakeholders within and outside the Office Feed principles and philosophy into procedures manual work 2) Organisational culture and team development Set out guiding principles for the kind of culture and behaviours the Office wants to encourage Translate principles to deteleations and the approach to decision making, with implications on roles, responsibilities and secalation mechanisms Review and redesjon internal processes, where necessary Phrase expectations towards people leadership in light of encouraged behaviours Develop a noncept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work Communicate and engage with staff, including all staff meeting 3) Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop requistory priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy and developer requistor priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy 4) RE: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan on-boarding process for new roles with teams A[just job descriptions, where applicable identify learning and development plan 5) Data and insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainty from hostifyLis)  Develop job asstrategy for the future Communicate and engage with staff									
Feed principles and philosophy into procedures manual work  2 Organisational culture and team development  Set out guiding principles for the kind of culture and behaviours the Office wants to encourage  Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms  Review and redesign internal processes, where necessary  Privace expectations lowards people leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 bits held workshops and translate the principles set out in 1 and 2 bits held 2									
2) Organisational culture and team development  Set out guiling principles for the kind of culture and behaviours the Office wants to encourage  Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms  Review and redesign internal processes, where necessary  Phrase expectations towards begole leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 link their work  Communicate and engage with staff, including all staff meeting  3) Develop a sector strategy  3) Develop a sector strategy and develope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and developers under the Office  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plen onboarding process for new roles with teams  Adjust job descriptions, where applicable intensity and development meeds  Draft training development plan  5) Data and insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyLos)  Develop a data strategy for the future  Communicate and engage with staff	Test framework with key stakeholders within and outside the Office								
Set out guiding principles for the kind of culture and behaviours the Office wants to encourage Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms Review and redespin internal processes, where necessary Phrase expectations towards people leadership in light of encouraged behaviours Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work Communicate and engage with staff, including all staff meeting 3) Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop regulatory priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy and develop regulatory priorities. Test framework with key stakeholders within and outside the Office Develop a sector strategy and recruit for roles (step 1 and 2) Plan onboarding process for new roles with beams Algust job descriptions and recruit for roles (step 1 and 2) Plan onboarding process for new roles with teams Identify learning and development needs Develop as a data strategy for the future Communicate and engage with staff  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from holds/b/s) Develop a state strategy for the future Communicate and engage with staff	Feed principles and philosophy into procedures manual work								
Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms  Review and redesign internal processes, where necessary  Phrase expectations towards people leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work  Communicate and engage with staff, including all staff meeting  3) Devolop a sector strategy and develope regulatory priorities.  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a constrategy and evelope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and develope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and develope regulatory priorities.  Develop a bescriptions and recruit for roles (step 1 and 2)  Plean onboarding process for new roles with teams  Adjust plot descriptions, where applicable  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from Notifyls)  Develop a data strategy for the future  Communicate and engage with staff	2) Organisational culture and team development								
Translate principles to delegations and the approach to decision making, with implications on roles, responsibilities and escalation mechanisms  Review and redesign internal processes, where necessary  Phrase expectations towards people leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work  Communicate and engage with staff, including all staff meeting  3) Devolop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a cort strategy and evelope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and develope regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy and expense of the principles set out in workstream 1 and 2 above  Develop a soctor strategy and the principles set out in workstream 1 and 2 above  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust pold descriptions, where applicable  Identify learning and development plan  5) Data and insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from Notifylis)  Develop a data strategy for the future  Communicate and engage with staff									
escalation mechanisms Review and redesign internal processes, where necessary Phrase expectations towards people leadership in light of encouraged behaviours Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 lint other work Communicate and engage with staff, including all staff meeting 3) Develop a sector strategy Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop regulatory priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy 4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2) Plan onboarding process for new roles with leams Adjust job descriptions, where applicable Identify learning and development needs Test framework with experiment and the process for new roles with leams Adjust job descriptions, where applicable Identify learning and development needs Test fraingful development plan 5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs) Develop of adata strategy for the future Communicate and engage with staff									
Review and redesign internal processes, where necessary  Phrase expectations towards people leadership in light of encouraged behaviours  Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work  Communicate and engage with staff, including all staff meeting  3) Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable identify learning and development needs  Data thaining' development needs  Data thaining' development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	9. 1								
Phrase expectations towards people leadership in light of encouraged behaviours Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work Communicate and engage with staff, including all staff meeting 3 Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop regulatory priorities. Test framework with key stakeholders within and outside the Office Communicate sector strategy 4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2) Plan onboarding process for new roles with teams Adjust job descriptions, where applicable Identify learning and development needs Test framing development needs 5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyLis) Develop a data strategy for the future Communicate and engage with staff									
Develop a concept for team-building workshops and exercises that allow the teams to discuss and translate the principles set out in 1 and 2 into their work  Communicate and engage with staff, including all staff meeting  3) Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable (identify learning and development needs  Draft training/ development plan  5) Data and insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff									
out in 1 and 2 into their work Communicate and engage with staff, including all staff meeting 3) Devolop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above Develop a sector strategy and develop regulatory priorities.  Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2) Plan onboarding process for new roles with teams Adjust job descriptions, where applicable (learning and development needs Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyLs) Develop a data strategy for the future Communicate and engage with staff									
3) Develop a sector strategy  Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff									
Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above  Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Develop a data strategy for the future  Communicate and engage with staff	Communicate and engage with staff, including all staff meeting								
Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training' development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	3) Develop a sector strategy					T			
Develop a sector strategy and develop regulatory priorities.  Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable identify learning and development needs  Darft training' development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff									
Test framework with key stakeholders within and outside the Office  Communicate sector strategy  4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	Create a vision for the next 4-5 years, based on the principles set out in workstream 1 and 2 above								
Communicate sector strategy 4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	Develop a sector strategy and develop regulatory priorities.								
4) HR: recruitment and L&D  Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	Test framework with key stakeholders within and outside the Office								
Develop job descriptions and recruit for roles (step 1 and 2)  Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	Communicate sector strategy								
Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	4) HR: recruitment and L&D								
Plan onboarding process for new roles with teams  Adjust job descriptions, where applicable  Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	Develop job descriptions and recruit for roles (step 1 and 2)								
Adjust job descriptions, where applicable Identify learning and development needs Draft training/ development plan 5) Data and Insights Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs) Develop a data strategy for the future Communicate and engage with staff									
Identify learning and development needs  Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	• 1								
Draft training/ development plan  5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff									
5) Data and Insights  Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff									
Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	• , ,								
from NotifyUs)  Develop a data strategy for the future  Communicate and engage with staff	7 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 - 1 -								
Develop a data strategy for the future  Communicate and engage with staff	Understand the current use and potential of data we currently hold, understand new data we will be able to collect (mainly								
Communicate and engage with staff									
	Communicate and engage with staff								
Deliverable Discuss: Discuss: Discuss: Discuss:						<u> </u>			

Deliverable Steering Group meeting



Discuss:
Compliance framework, org culture principles and comms for the org culture workstream, kick of sector strategy work

Discuss: L&D plan, data and insights strategy and comms

Discuss: New compliance processes, Strategic vision

			+	
F				
Г				
Г				
Г				
H				
Г				
Г				
Z				
		•		
L				
H				
H				
H				
	Discuss: Comms of compliance framework an training and development to staff		Refresh: new compliance wa of working and comms to staff	