

Appendix 1: Implementation Plan and Overview for Bridging Divides Strategy

	Task	Lead Officer	Expected Completion date	Status (RAG)
Implementation plan	CBT Committee to receive an update on the delivery plan and progress to date.	Jenny Field	On-going (First draft of the bridging Divides funding programmes to be presented at November 2017 Committee).	Green
Resourcing	To develop a resourcing plan for the implementation of Bridging Divides strategy ensuring adequate backfill.	Jenny Field	Report to be presented at November 2017 Committee	Green
Budget planning	To prepare the first draft of the 2018/2019 budget	Karen Atkinson	November 2017	Green
	To request CBT Committee approval of the draft 2018/2019 budget.	Karen Atkinson	November 2017	Green
Learning and Evaluation	To develop a comprehensive brief for the commissioning of a Bridging Divides Learning partner.	Tim Wilson	September 2017	Green
	The Learning Partner tender was issued and officers are currently reviewing submissions.	Tim Wilson	January 2018	Green

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	Aiming to have Learning Partner appointed by January 2018			
	To undertake a review of all Monitoring and Evaluation polices and procedures.	Tim Wilson/Gemma Grieve-Combes	January/February 2018	Green
Process and systems review	To undertake a systematic review of all application processes and information requested at application stage through the Task and Finish group.	Ciaran Rafferty	September – January 2018	Green
	To implement all actions arising from the processes review.	Ciaran Rafferty	February 2018	Green
Communications	Communications plan to be developed for launch of Bridging Divides strategy at CBT Chairman's dinner.	Martin Hall/Kristina Drake	Completed	Green
	CBT website to be updated with the new funding programme information.	Martin Hall	February–March 2018.	
CRM systems	IT system demos have been arranged in November /December 2017 for officers from	Tim Wilson	On-going	Green

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	CBT and IT to consider most appropriate options.			
Funder plus offer	To commence discussions with other London Funders to discuss collaborative approach to Funder plus provision.	Jenny Field/Tim Wilson	Completed	Green
	To draft a FunderPlus strategy for CBT.	Jenny Field	January 2018	Green
CoLC Implementation group	To hold the inaugural meeting of the CoLC implementation group	David Farnsworth	December 2017	Green
CBT Committee Member engagement	To provide updates on implementation at every CBT Committee meeting	Jenny Field	Next update November 2017	Green
	To provide an implementation update at the Members away day in October.	Jenny Field	Completed	Green
Implementation Governance	To monitor implementation progress through dedicated fortnightly Strategic Review Implementation Coordination group meetings.	Jenny Field	Fortnightly meetings – on-going.	Green