**Improvement plan**

The team has identified the following improvement activity through annual self-assessment and other review activity. These improvement actions are designed to build the organisation’s capability to achieve enhanced outcomes. For management purposes the main improvement activity is divided into projects; however, these are clearly interlinked and interdependent (they are part of one journey). The management team monitors achievement of the improvement projects through regular review meetings.

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| **Ref** | **Improvement project** | **Outputs**  (what will be different when the project has been completed) | **Project leader** | **Who else will be involved?** | **Start date**  **Finish date** | **Action plan (include the ‘quick win’ actions here)** | | |
| **Action** | **Who** | **When** |
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