

Report title: <b>Planning process for 2014-19</b>	Author: <b>Jon Davies/Michael Maggs</b>
Date: <b>27<sup>th</sup> November</b>	Status: <b>For agreement</b>
Report description: <b>How we will work towards a five year plan.</b>	



Item	Explanation	Action required	Risk
Strategic goals 2014-19	Board to agree	The board to agree and formally adopt at this meeting the current draft of our own strategic priorities 2013-2018 (see <a href="https://wikimedia.org.uk/wiki/Towards_a_five_year_plan_2013-18">https://wikimedia.org.uk/wiki/Towards_a_five_year_plan_2013-18</a> )	Minimal. Foundation may change its plans in next five year programme.
Process	To reach agreed plan by March 2014	The board to agree to a working group of trustees who have the expertise, time, and willingness to work closely with Jon and his team to make the final adjustments necessary and to prepare a 'ready for approval' version by the end of January. Input to be requested from all trustees during that process.	Delay leading to postponement until July Board

### Towards a 5 year plan

Significant progress has been made on the draft five year plan since the last board meeting, and our hope was that the plan would be completely ready to be signed off by the board at this meeting. However, the recently-published assessments of our bid by the FDC staff showed a concentrated focus on a requirement that each of our activities and programme should be explicitly linked to one of the stated 'strategic priorities' of the Foundation. Both our bid and the current draft of the five year plan (with FDIs and metrics) split out activities under rather different headings, and as that was obviously problematic for FDC staff I think it worth spending a little more time now to ensure that they cannot raise the same issue next year.

We also have a number of new trustees who for the sake of good governance need the opportunity to study the plans before there is a final and binding vote on the detail. I would therefore ask the board to agree to the following timeline for this issue to be concluded:

1. The board to agree and formally adopt at this meeting the current draft of our own strategic priorities 2013-2018 (see [https://wikimedia.org.uk/wiki/Towards\\_a\\_five\\_year\\_plan\\_2013-18](https://wikimedia.org.uk/wiki/Towards_a_five_year_plan_2013-18))

2. The board to agree a working group of trustees who have the expertise, time, and willingness to work closely with Jon and his team to make the final adjustments necessary and to prepare a 'ready for approval' version by the end of January. Input to be requested from all trustees during that process.

3. The 'ready for approval' version to be open for public comments on the Wiki from 1st to 28th February.

5. The working group to review the public comments, make any required changes, and share with the board immediately.

6. The full plan to be included with the papers for the March board meeting with the firm expectation it will be ready for formal board approval without significant discussion at the meeting.

**It is critical that this is completed in a timely fashion, not least as our next bid for FDC funds will rely on it. Board acceptance of the timeline above should therefore be based on the understanding that these will be absolutely rigid timescales with no permitted slippage.**

Relevant background documents included in the board pack in confidence and will be available on the Office Wiki as PDF's

- Planning for the next five years - Background for the board.
- Planning for the next five years - the draft plan
- Metrics proposal - how we will measure activities in 2014-15