

Learning and Development Strategy Implementation Plan

A strategy implementation plan serves as a roadmap for turning your organisation’s strategic vision into actionable steps that achieve desired outcomes. It ensures that the strategy is executed effectively, efficiently, and in alignment with organisational goals and objectives.

If you don’t already have a learning and development strategy, take a look at our [Learning and Development Strategy Guidance and Template](#).

How to complete this form

1. Enter who is the responsible person for ultimately agreeing the implementation plan and the date they agreed it
2. Enter monthly review dates, when the responsible people will discuss progress against the objectives that they have responsibility for.
3. Enter each of your strategic objectives
4. For each objective state:
 - a. who is ultimately responsible for the objective’s completion
 - b. what resources; human and other, are required
 - c. what is the planned date of completion of the objective
 - d. what will determine the successful completion of the objective
 - e. at each review date, review and amend the completion date as applicable

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|---------------------|--|
| Plan Signed off by: | |
|---------------------|--|

| | |
|-------|--|
| Date: | |
|-------|--|

Scheduled Implementation Plan Review Dates

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|----------------|--|----------------|--|----------------|--|-----------------|--|-----------------|--|-----------------|--|
| Review Date 1: | | Review Date 2: | | Review Date 3: | | Review Date 4: | | Review Date 5: | | Review Date 6: | |
| Review Date 7: | | Review Date 8: | | Review Date 9: | | Review Date 10: | | Review Date 11: | | Review Date 12: | |



Learning and Development Strategy Implementation Plan

| Strategic Objective | Who is Responsible | Required Resources | Completion Date | Success Criteria | Reviewed Completion Date | Date Completed |
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