

**Lean IPD - Study Action Team (SAT)**  
**Kelowna Community of Practice**  
**White Papers – Target Value Design & Lean Project Design & Delivery**

## **Getting ready for the Lean IPD Study Action Team**

The objective of this SAT is to explore how a lean project execution approach can improve operational performance on capital projects. The SAT is a vehicle for producing alignment of thoughts and actions among members of a group. It is also a mechanism for learning and improvement for both individuals and the group. We are reading (*choose Lean Reading material*) which were chosen to introduce Lean Project Delivery and provoke new thinking. We aren't asking you to agree or disagree with it but rather to gain a new perspective, to see new possibilities and sharpen your ambition. Therefore we ask you to read the material in a particular way:

- Keep an open mind while reading.
- What are the author's key points (those lines or paragraphs that strike you as particularly important to the author's message)? Highlight them.
- How is each relevant **or** not to your business? Make notes in the margin.
- What possible actions might be taken by you or the team as a result of your reading? Note them.

## **How the SAT will be conducted**

**Each session will start and end on time.** We will spend approximately 45 - 60 minutes discussing the key points and their relevancy to our work, and approximately 15 - 20 minutes discussing possible actions that might be taken by you or the team in your project work. Our objective during each session is to create a reflective conversation; a forum where we can think together and learn from each other. To help develop the habit of continuous improvement, we will reserve the last 5 minutes to conduct a Plus/Delta reflection – what added value for you (Plus), and what could be done differently in future sessions to add more value (Delta).

It is important to make a commitment to do the reading ahead of time and to participate in the discussion session. The real value of the SAT is the alignment of thinking and the ambition to take action for improvement that develops during the discussions.

## **Action Planning**

At the conclusion of the discussion session we will focus on Action Planning. The objective of this part of the discussion is the drafting of an action plan to begin the transformation of project participants into high performance team members.