# **Digital Transformation Sector Partners**

# Meeting Summary: 27 May 2022 1pm

## Agenda

* Welcome / Introductions
* Business Context
* Setting Ourselves Up for Success
* Immediate Priorities
* Q&A / Discussion
* Next Steps

## Discussion Highlights

* Collaboration
	+ **Scope** for activities **clearly defined** and **managed**​​
	+ Enduring **Executive support**for initiatives​​
	+ Identify **quick wins**and celebrate completion​
* Communication
	+ Manageable Timeframes ​for completing activities​​
	+ Time for pre-thinking ​before activities​​
	+ Early and frequent engagement ​(both formal and informal)​​
	+ Regular workshops and lessons learned sessions (fortnightly)​
* Engagement and Strategy
	+ Iterative and meaningful co-design that is truly collaborative​​
	+ Feedback provided from ​all sessions​​
	+ Workshops with smaller working groups for improved collaboration​​
	+ Feedback on ‘findings’ built into the process​
	+ Collaboration tools​ to facilitate input​
	+ Innovation labs (as a future collaboration channel)
* Solution Development
	+ Options for groups that require ​simple (low-fi) solutions​​
	+ A clear plan for addressing pain points​​
	+ A clear strategy for what's required from engagement initiatives​

## Key outcomes

* Agreed fortnightly meetings going forward
* Co-design activities to commence from next meeting

## Next Meeting

11am, 10 June 2022