# **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