Committee(s)	Dated:
Summit Digital Services Committee	16th November 2020
Subject: Scope of the Digital Services Members Workshop	**Public**
Report of: The Chamberlain	**For Information**
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Summary

This paper summarises the scope of the Members Digital Services Workshop which is booked for 25th November 4-5.30pm.

Recommendation(s)

- *To note this report*

Main Report

1. Background

1.1. The City of London Corporation's IT Strategy is due for review having been agreed for a period of 3 years from 2017 to 2020.
1.2. A Draft Digital Services Strategy is being produced and would benefit from the involvement of ideas and support from Members of the Digital Services Committee (DSSC).
1.3. DSSC Members have agreed to attend a workshop on the 25th November.
1.4. The Workshop will be facilitated by the IT Director and an Executive consultant from the International consultancy Gartner.

2. Scope of Workshop

2.1. Brief review of principle and outcomes for the Strategy (see attached slides)
2.2. Consider the priorities and environment for digital enabled change from a Members perspective using a SWOT analysis.
2.3. Map the gaps between the draft roadmap and the Members views on the digital tools, capabilities and skills required for the Corporation now and in the future.

3. Proposed Agenda

3.1. Introduction – IT Director and Chair of DSSC
3.2. Presentation what does good like – Gartner
3.3. Presentation on key principles and priorities from the draft Digital Services Strategy
3.4. Breakout session with SWOT to use for discussion

3.5. Review SWOT and the proposed
   Map the gaps between the draft roadmap and the Members views on the digital tools, capabilities and skills

3.6. Summary and Next Steps – IT Director

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