

IT & DATA MANAGEMENT 2024 - 2027 STRATEGIC PLANNING PLAN

Step	Objective	Actions	Responsible Person	Seniors	Deadline	Expected output
1. Understand the Business Strategy	Ensure that the IT strategy supports the overall business goals and objectives for 2024-2027.	<ul style="list-style-type: none"> Review the NSA strategic plan 2022-2027. Identify Strategic initiatives that the IT division will be responsible to execute. 	Manager: IT		30 June 2024	Report on the strategic plan review with identified business drivers and strategic initiatives the division will be involved in
	Ensure that the Data Management strategy supports the overall business goals and objectives for 2024-2027.	<ul style="list-style-type: none"> Review the organizational strategic plan 2022-2027. Identify Strategic initiatives that the DP division will be responsible to execute. 	Manager: DP		30 June 2024	Report on the strategic plan review with identified business drivers and strategic initiatives the division will be involved in
2. Assess the Current State	Evaluate the current state of IT infrastructure, applications, processes, and capabilities.	<ul style="list-style-type: none"> Create an ICT maturity assessment questionnaire based on or guided by the following frameworks CMMI, Gartner-ITScore, Microsoft Infrastructure Optimization (IO) Model, Cobit and ITIL. Conduct an ICT maturity assessment by gathering input from targeted audience as per the framework such as IT&DM staff, heads of departments, and internal stakeholders. Perform a SWOT analysis for IT division. 	Manager: IT			Assessment questionnaire and results

	Evaluate the current state of data management infrastructure, applications, processes, and capabilities.	<ul style="list-style-type: none"> • Create an DM maturity assessment questionnaire based on or guided by the following frameworks CMMI, Gartner-ITScore,Microsoft, Infrastructure Optimization (IO) Model, Cobit and ITIL. • Conduct a DM maturity assessment by gathering input from targeted audience as per the framework such as IT&DM staff, heads of departments, and internal stakeholders. • Perform a SWOT analysis for DM division. 	Manager: DP			Assessment questionnaire and responses from target audience.
3. Define the Future State	Envision the desired future state of IT that aligns with business goals.	<ul style="list-style-type: none"> • Develop high-level goals for IT for the 2022-2027 period based on the findings from the assessment and NSA strategic Plan review. 	Manager: IT			High level goals
	Envision the desired future state of Data Management that aligns with business goals.	<ul style="list-style-type: none"> • Develop high-level goals for Data Management for the 2022-2027 period based on the findings from the assessment and NSA strategic Plan review. 	Manager: DP			High level goals
4. Gap Analysis	Identify gaps between the current state and the desired future state.	<ul style="list-style-type: none"> • Compare current IT capabilities with future needs. • Identify areas lacking in resources, processes, or technologies. • Prioritize gaps based on impact and feasibility. <p>NB: Use results from the maturity assessment.</p>	Manager: IT			Gap analysis report

	Identify gaps between the current state and the desired future state.	<ul style="list-style-type: none"> • Compare current Data management (DM) capabilities with future needs. • Identify areas lacking in resources, processes, or technologies. • Prioritize gaps based on impact and feasibility. <p>NB: Use results from the maturity assessment.</p>	Manager: DP			Gap analysis report
5. Develop Strategic Initiatives	Create actionable initiatives to close the gaps and achieve the future state.	<ul style="list-style-type: none"> • Define specific IT projects and initiatives in line with the goals established during stage 3. • Align initiatives with IT strategic goals. • Prioritize initiatives based on impact, urgency, and resources. 	Manager: IT			Defined innitiatives
	Create actionable initiatives to close the gaps and achieve the future state.	<ul style="list-style-type: none"> • Define specific DM projects and initiatives in line with the goals established during stage 3. • Align initiatives with DM strategic goals. • Prioritize initiatives based on impact, urgency, and resources. 	Manager: DP			Defined innitiatives
6. Create the IT Strategic Plan	Document the strategic plan, detailing initiatives, timelines, and resources.	<ul style="list-style-type: none"> • Develop a roadmap with clear timelines. • Define key milestones, deliverables, and success metrics. • Allocate resources. • Establish governance structures. 	Manager: IT		12 July 2024	Report
	Document the strategic plan, detailing initiatives, timelines, and resources.	<ul style="list-style-type: none"> • Develop a roadmap with clear timelines. • Define key milestones, deliverables, and success metrics. • Allocate resources. <p>Establish governance structures</p>	Manager: DP		12 July 2024	Report

7. Communicate the Plan	Ensure all stakeholders understand and support the IT strategic plan respectively.	<ul style="list-style-type: none"> • Use various communication channels to communicate your plan to all stakeholders. • Present the IT strategic plan to the management committee executive leadership thereafter for approval. 	Manager: IT		July – August 2024	Report
	Ensure all stakeholders understand and support the DM strategic plan respectively.	<ul style="list-style-type: none"> • Use various communication channels to communicate your plan to all stakeholders. • Present the DM strategic plan to the management committee executive leadership thereafter for approval 	Manager: DP			Report
8. Implement the Plan	Execute the IT initiatives outlined in the strategic plan.	<ul style="list-style-type: none"> • Assign project managers and teams to undertake the initiatives and activities identified. • Monitor progress against the roadmap and milestones. 	Manager: IT			Implimentation plan
	Execute the DM initiatives outlined in the strategic plan.	<ul style="list-style-type: none"> • Assign project managers and teams to undertake the initiatives and activities identified. • Monitor progress against the roadmap and milestones. 	Manager: DP			Implimentation plan
9. Monitor and Adjust	Continuously monitor the progress of the IT strategy and make adjustments as needed.	<ul style="list-style-type: none"> • Establish a regular review process. • Develop and Track key performance indicators (KPIs). • Adjust the strategy based on changes or performance as required. 	Manager: IT			Monitoring plan
	Continuously monitor the progress of the DM strategy and make adjustments as needed.	<ul style="list-style-type: none"> • Establish a regular review process. • Develop and Track key performance indicators (KPIs). • Adjust the strategy based on changes or performance as required. 	Manager: DP			Monitoring plan

10. Evaluate and Improve	Evaluate the outcomes of the IT strategic plan and identify areas for improvement.	<ul style="list-style-type: none"> • Set a date to conduct a post-implementation review. • Gather feedback from stakeholders from time to time during implementation. • Identify and document lessons learned and best practices and improve accordingly. 	Manager: IT			Evaluation and improvement plan
	Evaluate the outcomes of the DM strategic plan and identify areas for improvement.	<ul style="list-style-type: none"> • Set a date to conduct a post-implementation review. • Gather feedback from stakeholders from time to time during implementation. Identify and document lessons learned and best practices and improve accordingly.	Manager: DP			Evaluation and improvement plan