**DIGIT Lab**

**Digital Innovation for Growth, Impact and Transformation**

1st Meeting of the Independent Advisory Board (IAB)

Agenda 13/05/21

The meeting will be held on Friday 13th May 2021, between 15:00 and 16:30 GMT. Please join the meeting using the Teams video link in your calendar invite.

Please feel free to join up to 5 minutes beforehand to check your connection.

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| 15:00   | Chair’s welcome and roundtable introductions (IAB members)  |
| 15:10   | Overview of DIGIT Lab (Alan Brown)  |
| 15:25  | Governance documents for approval* IAB Terms of Reference
* Communication Strategy (CS)
* User Engagement Strategy (UES)
* Key Performance Indicators (KPI)
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| 16:00 | EDI Committee interim statement.  |
| 16:10  | Feedback and advice on planned centre activities from IAB members  |
| 16:30  | Close  |