

# Agendas For Moving Forward With Smart Cities

## Planning And Execution

### Part 1 – Level Setting and Elucidation Session(s)

1. **Introductions**
2. **The Need** For Smart Cities and **The Benefits** of Smart Cities
3. **Defining Smart Cities** The Right Way (incl. The **Key Tenets/Doctrines** Of A Smart City)
4. **The Four “Flavors”** Of Smart Cities
5. **Smart City “Flavor” For Mid-Sized Cities**
6. **Key Examples** (Case Studies) Of Leading Smart Cities
7. **Funding Options** For Smart City Initiatives
8. The **Strategic Planning Process** For Smart Cities
9. **Discussion** (Questions, Concerns, Issues, Objections) (Hot Topic: Cybersecurity)

### Part 2 – Facilitated Brainstorming Session(s)

1. Identify The **Right Approach** For The City (Bottom-Up vs. Top-Down)
2. If So Desired: Brainstorm The **Ultimate Vision** For The Smart City (w/o restrictions, barriers, constraints, or other limitations)
3. Identify the **Restrictions, Barriers**, etc. That Prevent The City From Pursuing The Ultimate Vision
4. Getting Real Based On The Identified Restrictions: **Modified (and Achievable) Vision**
5. Review Any **Current Strategic Plan** or High-Level Vision That May Fit The Smart City Approach
6. Identify The **Major Issues** That Need To Be Dealt Right Away (as part of the Smart City program) (such as Transportation/Mass Transit, Parking Spaces, Crime, Water Problems)
7. Identify The **Current Initiatives** and May Fit The Smart City Effort
8. Identify The **Must-Implement New Initiatives** That Fit The Smart City Effort
9. Identify The **Right Priorities** For Implementing The new Initiatives
10. Identify The **Funding Approaches** For Each Initiative

### Part 3 – Organizing For Smart Cities Session(s)

1. Identify the **Person And Department That Will Lead The Smart City Effort**
  - a. Does the City need a Program Management Office (PMO)?
  - b. Does the City need Project Managers (reporting to the PMO)?
  - c. Do we need a new Department?
2. Create **Team That Will Pursue The Selected Funding Options**
3. Create **Team That Will Do The PR and Brand Management Efforts**
4. Address **Gov. 3.0 or Smart Government** Proposed Concepts and Principles and Their Impact On Smart City Initiatives

## Part 4 – Preparing For Change / Transformation Session(s)

1. Is There A Need For A **Transformation Management Office** / Department To Address?
  - a. Changes inside the Government (well beyond Gov. 3.0)
    - i. Removing The Silo Mentality
  - b. New Roles & Responsibilities for CIO, CTO, EDP, etc.
  - c. Changes in Society
  - d. Changes in People (as Citizens of the Smart City)
  - e. Resistance To Change
2. Is There A Need in **Deciphering The Megaforces, Megatrends, Undercurrents**, etc. (such as AI, Blockchain, Cryptocurrencies, Virtual Reality, Advanced Analytics, Participatory Democracy, Mammoth-Anxieties, Urbanization, Innovation To Zero, etc.) That Affect Society and Government?
3. Is There A Need To Address **Smart Culture**?
4. Is There a Need For **New Citizen Outreach Programs**?
5. Is There A Need To Address **Smart Education**?
6. Is There A Need To Discuss A **New Type Of Innovation Center** (that helps all segments of society)? (Usually called Innovation Hub or Solutions Lab)

## Part 5: Getting Started Session(s)

1. What Needs To Be Reviewed and Analyzed. How To Perform **The As-Is Analysis**
  - a. Diagnostics
  - b. Analytics
  - c. Lessons Learned (from other Smart Cities)
  - d. Detailed and Pertinent Case Studies
  - e. Field Trips (Because There Is Nothing Better Than Seeing The Real Thing in Action), etc.
2. Designing **The Migration Path** (From The As-Is to The To-Be) Models
  - a. Beyond Priorities (Addressing Milestone Events, Milestone Dates, Parallel Initiatives, Interconnected or Linked Initiatives, etc.)
3. Addressing **Team Readiness**
  - a. Education
  - b. Roles and Responsibilities at The Team Level
4. Obtaining The **Right Tools** (incl. software and Systems) **and Equipment** For Each Project Team

**Key Note 1:** *Each Session typically requires certain types of leaders and key individuals to be present. There is no need to bring everyone in every session.*

**Key Note 2:** *Not all sessions are necessary or mandatory. Each city has a different approach of getting to starting line. Thus, the above sessions are only recommendations for a robust and error-free process to approaching Smart Cities. There are always issues with personnel, skills, talents, level of knowledge, enthusiasm ... and budgets.*