2019

ICT Portfolio for Foodstuffs

*supermarket in newzealand*

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**Executive Summary**

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# About Foodstuffs (North Island)

* 1. Vi**sion/Purpos**e
  2. Mission
  3. Goals
  4. Objectives
  5. Values

We make sure New Zealanders get more out of life by thinking customers, staying in it together.

* We offer products within high quality at competitive prices.
* We provide more - great value, more time, meal solutions and healthy options.
* We offer our people great work environment and opportunities.
* We buy locally and regionally whenever possible.
* We live by these Values while maintaining a profit so that we can serve more for our New Zealanders.
  1. Key Business Functions

As we all know, Foodstuffs, as a NZ owned supermarket, collectively control an estimated 53% of the New Zealand grocery market. It performs the following core functions:

* Buying and assembling of goods.

Identify the most economical source for obtaining the products from the suppliers all over the world and passing on the advantages to our customers.

* Effective warehousing and logistics systems.

Warehousing and logistics ensuring uninterrupted availability of the products for the consumers.

* Maximizing customer satisfaction by delivering products and services with high quality.

To achieve it, various techniques or business practices are being adopted which help the company reach the strategic goals.

* Risk management capabilities

In retail business, various of risks should be involved which need be well prepared like loss or damage of the products due to deterioration in quality, perishability or spoilage. To some extent, the change in customer’s buying preferences or tastes can also affect the retail business, or even the products may be damaged due to the natural calamities or vagaries of nature.

* Perform the function of grading products

For some goods which are either left ungraded by the wholesalers or manufacturers, through grading those products so the customers could readily accept them. The company are responsible for the packing of goods in small packages or small containers for the customer’s convenience.

* Gather information/data directly from the customers.

As supermarket can directly contact or communication with the customers; hence they gather information and pass on them to the manufacturers for continuous improvement.

* Act as a key channel for launching new products in the market.

Supermarket is the direct interface with the consumers and can communicate directly with the target consumers about the new product features and advantages.

* The retailers are responsible for the product promotion and advertisement.

Planning the product displays, promotions and visual merchandising to attract more customers.

* 1. Organisational Structure
  2. Summary

Foodstuffs provides a number of services including the co-ordination of policy and national activities and represents the collective interests of the Foodstuffs companies in national marketing initiatives, public relations, industry affairs, Government affairs and in areas affecting the wider community.

# ICT Infrastructure

2. 1. Introduction
   2. Hardware
   3. Software
   4. Current ICT Organisational Structure
   5. Summary

# Strategic Plan Analysis

* 1. Introduction
  2. ICT SWOT Analysis

SWOT analysis (or SWOT matrix) is one of the strategic planning analysis techniques which includes two main categories – Internal & external factors.

Internal – **Strengths** and **Weaknesses** internal to the organisation

External – **Opportunities** and **Threats** external to the organisation

Generally, we use the diagram as below to present these factors.

* + 1. Strengths Analysis – Internal
    2. Weaknesses Analysis – Internal
    3. Opportunities – External
    4. Threats – External
    5. Summary

|  |  |  |  |
| --- | --- | --- | --- |
|  | ***Internal Factors*** | |  |
| ***positive*** |  |  | *Negative* |
|  |  |
|  | ***External Factors*** | |  |

* 1. ICT PEST Analysis
  2. ICT Balanced Scorecard
  3. Gartner Quadrant Analysis
  4. Enterprise Architecture
  5. Summary

# ICT Strategy

* 1. Introduction
  2. ICT Vision, Mission, Overall Goals
  3. ICT Strategic Objectives
  4. Strategic Detail (Objectives, Goals, Action Plans)

# ICT Infrastructure

* 1. Introduction
  2. Proposed ICT Organisational Structure

# Description of Individual Roles in the Team

**ICT Strategy Documentation Template**

**Title: ICT Strategic Plan 2018-2023 for [***Company Name***]**

* Introduction
* ICT Vision Statement ( 1 statement)
* ICT Mission Statement (1-2 statements)
* ICT Overall Strategic Goals (1-2 goals)
* ICT Strategic Objectives (3-5 objectives)
* Background and Rationale ( ½ to 1 page description)

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| Strategic Plan 2018-2023 | | | | | |
| Strategic Objective 1: copy strategic objective 1 from above | | | | | |
| Specific Goals | Action Plan  (What, How) | Key Performance Indicators (KPIs) | Person(s) Responsible (Who) | Budget  (Resource Allocation) | Timeframe  (When) |
| *(Set one or more goals related to Strategic Objective 1)* | *(Set one or more actions that you will do to achieve strategic objective 1 goals)* | *(Write the targets – how do you know/measure whether you have achieved a goal fully or partially)* |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Strategic Objective 2: copy strategic objective 2 from above | | | | | |
| Specific Goals | Action Plan  (What, How) | Key Performance Indicators (KPIs) | Person(s) Responsible (Who) | Budget  (Resource Allocation) | Timeframe  (When) |
| *(Set one or more goals related to Strategic Objective 2)* | *(Set one or more actions that you will do to achieve strategic objective 2 goals )* | *(Write the targets – how do you know/measure whether you have achieved a goal fully or partially)* |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |
| Strategic Objective 3: copy strategic objective 3 from above | | | | | |
| Specific Goals | Action Plan  (What, How) | Key Performance Indicators (KPIs) | Person(s) Responsible (Who) | Budget  (Resource Allocation) | Timeframe  (When) |
| *(Set one or more goals related to Strategic Objective 3)* | *(Set one or more actions that you will do to achieve strategic objective 3 goals)* | *(Write the targets – how do you know/measure whether you have achieved a goal fully or partially)* |  |  |  |
|  |  |  |  |  |  |
|  |  |  |  |  |  |

**Policy Development Template Guideline for Part B**

* **Policy Header** – Title, an effective date, a revision date,
* **Background**, Brief description of any reasons, history, and intent that led to the creation of the policy, which may be listed as **motivating factors**.
* **Definitions**, providing clear and unambiguous definitions for terms and concepts found in the policy document.
* A **purpose statement** - Outlining the policy goal, desired effect or outcome.
* An **applicability and scope** **statement -** This is used to focus the policy on only the desired targets, and avoid unintended consequences.
* **Overall responsibility** - Responsible for overseeing the policy.
* **Policy statements** - write the specific regulations or requirements.
* **Policy Implementation guidelines –** Outline how each policy statement will be enforced.