



## Request for City Council Committee Action from the Department of BIS

**Date** March 21, 2007

**To** **The Honorable Paul Ostrow, Chair**  
**Ways and Means Committee**

**Subject** **Adoption of Information Services Policy Steering Group Principles**

Prepared by Nancy Larkey (612) 673-5494

Submitted by Lynn Willenbring \_\_\_\_\_, 673-3910  
Chief Information Officer

Approved by Steven Bosacker \_\_\_\_\_  
City Coordinator

[Permanent Review Committee \(PRC\)](#) (PRC) Not Applicable

Policy Review Group (PRG)  Not Applicable

Committee Presenter: Steven Bosacker and Lynn Willenbring

### **Financial Impact (Check those that apply)**

- No financial impact (If checked, go directly to Background/Supporting Information).
- Action requires an appropriation increase to the Operating Budget.
- Action provides increased revenue for appropriation increase.
- Action requires use of contingency or reserves.
- Business Plan: Action is within the plan.
- Other financial impact (Explain): Financial Impact approved in prior action – this action has no additional financial impact.
- Request provided to department's finance contact prior to the Committee Coordinator.

### **Background/Supporting Information Attached**

The Information Services Policy Steering Group began quarterly meetings in November 2007. This Group successfully developed Technology Investment Principles and Technology Allocation Model Principles.

The Technology Investment Principles focus on aligning departments' business plans with City's goals to best utilize tax dollars. Departments will collaborate on technology investments in technology to achieve cross-functional and enterprise-wide initiatives.

The Technology Allocation Model Principles focus on departments, as the recipients of technology services, to participate in the allocations. Departments will develop their technology uses with the realization that costs attributable to the technology will be passed along. Such charges will be understandable, predictable, and timely. The principles accept that present technology decisions affect future year spending.

The outgrowth of the principles is strategic technology plan included in department business plans that are well developed, cost effective and sustainable.

By this action, staff is directed to adhere to the Principles developed. Initially, staff will evaluate and prioritize projects to ensure City technology investments meet City-wide present and future needs within financial plans.