



Legislation Text

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Clerk 03/23/2009

AN ORDINANCE establishing budget reporting requirements for technology capital projects; and amending Ordinance 14005, Section 4, as amended, and K.C.C. 2.16.0757.

STATEMENT OF FACTS:

1. The office of information resource management was established in 2001.
2. Strategic technology plans have been developed for 2003-2005 and 2006-2008.
3. The January 31 due date for delivery of a strategic technology plan and annual updates is too soon after the budget decision to be informed by the final budget.
4. The list of implementations steps required by the current ordinance is more appropriately provided during project planning.
5. Accomplishments toward meeting objectives is best provided in the annual updates.

BE IT ORDAINED BY THE COUNCIL OF KING COUNTY:

SECTION 1. Ordinance 14005, Section 4, as amended, and K.C.C. 2.16.0757 are each hereby amended to read as follows:

The office of information resource management shall include an information technology strategic planning office (~~((("strategic planning office"))~~)). The information technology strategic planning office shall report directly to the chief information officer. The information technology strategic planning office shall:

- A. Produce an information technology strategic plan with annual updates for council approval. The strategic technology plan shall be transmitted to council no later than (~~((January 31))~~) June 30 of the reporting

period, with annual updates provided by April 30. The plan should include:

1. A section that includes:

- a. text describing, for individual planning issue areas, the current environment, strengths, weaknesses, opportunities and challenges;
- b. a list of recommended objectives, with description; and
- c. ~~((a list of implementation steps intended to achieve these recommended objectives, with description))~~ the approach to achieve the desired outcomes for each strategic objective;

2. ~~((A section that includes))~~ The annual update should provide accomplishments towards meeting objectives from previous approved strategic plans, when objectives have not been met and a discussion of the obstacles towards meeting those objectives; and

3. Appendices supporting the recommendations with empirical data;

B. Support the work of countywide planning committees that coordinate business and technical needs for information technology investments;

C. Produce an annual technology report. The annual technology report shall be transmitted to council no later than June 30 of each year; and

D. Produce an annual proposed technology business plan. The annual proposed technology business plan shall be transmitted to the council at the time of transmittal of the executive's proposed budget. Beginning with the 2010 budget transmittal, the annual proposed technology business plan shall include the items listed in subsection D.1. through 5. of this section. For the 2009 budget transmittal, if it is not feasible to include the information in subsection D.1. through 5. of this section in the proposed technology business plan, it is the intent of the council that the information outlined in subsection D.1. through 5. of this section be provided separate from the proposed technology business plan at the time of the budget transmittal.

1. A summary of each technology project seeking funding in the proposed budget.

2. For each project seeking funding in the budget, the following information shall be reported:

- a. the total budget request for the proposed project;
 - b. the total of past appropriations;
 - c. an estimate of any future budget requests to complete the project;
 - d. project milestones with specific dates, of which at least two shall be projected to occur during the proposed budget year; and
 - e. a cash flow plan identifying the dates when funds proposed in the budget are anticipated to be encumbered or expended.
 - f. the expected useful life of the technology.
 - g. preliminary outcome measures to assess whether the project is successful upon completion.
3. For all existing projects seeking funding in the proposed budget, the technology business plan shall include a status report on whether the project's major milestones identified at the time of the first and subsequent budget appropriations have been achieved shall be provided.
4. A list of all projects with active appropriation authority, including projects not seeking funding in the proposed budget and the unexpended appropriation for each project.
5. The technology business plan shall include a table identifying the projected cost savings from information technology projects. The table shall be updated annually
- at the time of the transmittal to the council to document achieved savings versus the projected savings at the time the project was approved.