FINANCE AND CIVIC DEVELOPMENT COMMITTEE

HIS WORSHIP, THE MAYOR
AND COUNCILLORS

SUBJECT: 2014 INFORMATION TECHNOLOGY CAPITAL PROGRAM FOR BUSINESS APPLICATIONS

RECOMMENDATIONS:

1. THAT Council approve the capital expenditure for the 2014 enterprise and departmental applications programs, as outlined in this report.

2. THAT Council authorize staff to bring down a Capital Reserve Expenditure Bylaw for the amount of $4,090,000, as outlined in this report.

REPORT

The Finance and Civic Development Committee, at its meeting held on 2014 April 24, received and adopted the *attached* report seeking capital funding approval for implementation of the 2014 enterprise and departmental business applications programs.

Respectfully submitted,

Councillor D. Johnston
Chair

Councillor C. Jordan
Vice Chair

Councillor P. McDonell
Member

Copied to:	City Manager
	Deputy City Managers
	Chief Information Officer
	Director Finance
	City Solicitor

TO: CHAIR AND MEMBERS   **DATE:**   April 8, 2014
            FINANCE AND CIVIC DEVELOPMENT
            COMMITTEE

FROM: CHIEF INFORMATION OFFICER   **FILE:**

SUBJECT: **2014 INFORMATION TECHNOLOGY CAPITAL PROGRAM FOR BUSINESS APPLICATIONS**

PURPOSE: To request capital funding approval from the Committee and Council for implementation of the 2014 enterprise and departmental business applications programs.

RECOMMENDATION:

1.   **THAT** the Committee recommend Council approve the capital expenditure for the 2014 enterprise and departmental applications programs as outlined in this report.

2.   **THAT** the Committee recommend Council to authorize staff to bring down a Capital Reserve Expenditure Bylaw for the amount of $4,090,000 as outlined in this report.

REPORT

1. INTRODUCTION

The 2014 Provisional Capital Program includes provision for the annual information technology capital program to facilitate the extension and upgrading of enterprise and departmental applications software to enhance service to the public and improve the efficiency of internal business processes.

This report provides the Committee and Council with additional details on the programs and the 2014 funding request for approval.

2. ENTERPRISE AND DEPARTMENTAL BUSINESS APPLICATIONS – $4.09M

The City develops an annual plan to replace and upgrade business applications for the purposes of enhancing citizen service through quicker and easier access to City information and services online, and to ensure internal systems are robust, sustainable and continue to evolve to meet the changing needs of the business. The City's

applications portfolio contains both enterprise systems (e.g., SAP and GIS) and specialised, line of business software for departments.

The initiatives which comprise the proposed 2014 program were selected based on input from City departments and prioritized based on criteria established by the City's IT executive steering committee which consists of staff from all user departments. The 2014 program will focus on the following projects:

- Electronic council and committee agendas initiative
- Licence, inspections and permits system replacement
- Capital asset lifecycle management functionality
- Geographic information systems (GIS) initiatives including public-facing Burnaby Webmap, building footprints, 3D building modelling and SAP integration
- Revenue projects including the Multi-family, Commercial and Institutional Refuse Phase 2 and an upgraded web-based home owner grant system
- Human resources, payroll and benefits initiatives
- Web portal development and online City services
- Supplier relationship management upgrade
- Fuel system upgrade.

The estimated 2014 expenditure under this program is $4,090,000 and it is recommended that staff be authorized to bring down a Capital Reserve Expenditure Bylaw in the amount of $4,090,000 to finance the 2014 IT business applications program. A further report will be submitted to the Committee and Council for approval on the Licences, Inspections and Permits project.

3. CONCLUSION:

The 2014 information technology programs are selected based on business and public service needs as identified and reviewed by the inter-department staff working group and steering committee. The objective of the 2014 program is to implement new initiatives that will enhance service to the general public and City departments. Sufficient funds are available to complete the above projects in the 2014 Provisional Capital Program. It is recommended that the Committee and Council approve the proposed expenditure and staff be authorized to bring down the necessary Capital Reserve Expenditure Bylaw as outlined in this report.

Shari Wallace
CHIEF INFORMATION OFFICER

SW:SW/ms

To: *Finance and Civic Development Committee*
From: *Chief Information Officer*
Re: *2014 Information Technology Business Applications Capital Program*
April 8, 2014 ....*Page 3*

Copied to: City Manager
                  Deputy City Managers
                  Director Finance
                  City Solicitor