

LEGISLATIVE DIGEST

[Citywide coordination of information and communications technology.]

Ordinance amending Department of Technology and Committee on Information Technology responsibilities, establishing the position and duties of the Chief Information Officer, eliminating the Telecommunications Commission, adding San Francisco Administrative Code Chapter 22A, Sections 22A.1, 22A.2, 22A.3, 22A.4, 22A.5, 22A.6 and 22A.7, and deleting San Francisco Administrative Code Sections 3.24, 3.25, 11.85, 11.86, 11.87, 11.88 and 11.89 to implement these changes.

Existing Law

Chapter 3 of the San Francisco Administrative Code established the Committee on Information Technology (COIT), determined its composition and its duties. Chapter 11 of the San Francisco Administrative Code established the Department of Technology and assigned duties previously assigned to the Controller's Office and the Department of Electricity to the Department. It also established the Telecommunications Commission.

Amendments to Current Law

The proposed ordinance would establish the position and duties of the Chief Information Officer, and modify the responsibilities of COIT and the Department of Technology. The ordinance would also dissolve the Telecommunications Commission.

These provisions would be consolidated in a new Chapter 22A. Existing sections of the San Francisco Administrative Code would be relocated as follows: § 3.24 would be moved to § 22A.3, § 3.25 would be moved to § 22A.6, § 11.85 would be moved to § 22A.2, § 11.86 would be moved to § 22A.7, §§ 11.87, 11.88, 11.89 would be eliminated

Background Information

With the development of new and emerging technologies and the convergence of communications and information technology, the City must streamline and ensure maximum efficiency in planning and long term technological solutions. In order to achieve this goal, the City is modifying the responsibilities of COIT and creating the position of Chief Information Officer (CIO). COIT and the CIO will be responsible for long and short term technology planning and budgeting, the creation and implementation of information and communication technology standards and procedures, and ongoing planning, design, coordination, repair, maintenance and inspection of all proposed and current information and communications systems. The Department of Technology will provide staff support to COIT.

On October 3, 2007, the Budget Analyst of the Board of Supervisors submitted to the Board of Supervisors a *Management Audit of San Francisco's Technology Practices* (Audit). The Audit contained six findings and 32 recommendations. The information and recommendations in the Audit include the following:

(1) In fiscal year 2006-2007 the City spent more than an estimated \$173 million on its information and technology systems, an estimated \$90 million of which was paid by the general fund.

(2) The City has limited central oversight of technology expenditures and an inadequate process for planning and purchasing information technology systems. The City should establish a Citywide information technology capital planning process under the direction of COIT.

(3) COIT should take the lead in planning for the City's information technology systems and in coordinating projects and funding Citywide and between departments. COIT should also develop project management policies and procedures for information technology projects.

(4) Improving the technology planning, funding and implementation process citywide will reduce costs, improve efficiency, and result in better services among City departments and to the public.

(5) The City therefore, through COIT, should develop a ten-year Technology Capital Expenditure Plan to be approved annually by the Mayor and Board of Supervisors. The plan should identify new technology capital project investments and determine how to fund those projects.

(6) The capital expenditure plan shall include all recommended capital project investments for each year of the plan. The plan shall incorporate all major planned investments to maintain, repair, and improve the condition of the City's capital assets, including but not limited to city streets, sidewalks, parks, and rights-of-way; public transit infrastructure; airport and port; water, sewer, and power utilities; and all City-owned facilities.

(7) The capital expenditure plan shall include a plan of finance for all recommended investments, including proposed uses of General and Enterprise Funds to be spent to meet these requirements. Additionally, the plan shall recommend the use and timing of long-term debt to fund planned capital expenditures, including General Obligation bond measures.

(8) The capital expenditure plan shall include a summary of operating costs and impacts on City operations that are projected to result from capital investments recommended in the plan. This operations review shall include expected changes in the cost and quality of City service delivery.

(9) The plan shall also include a summary and description of projects deferred from the ten-year capital expenditure plan given non-availability of funding necessary to meet assessed capital needs.

(10) The City should also establish a Technology Capital Planning Committee to determine the City's capital spending priorities, assist COIT in the development of the annual Technology Capital Expenditure Plan, and ensure compliance with the adopted Technology Capital Expenditure Plan.