eGovernment Strategy Advisory Committee
Terms of Reference

Scope

To monitor and guide the overall vision, strategy and program plan for eGovernment at The City of Calgary.

Roles & Responsibilities

- Provide thought leadership in to the strategic vision for eGovernment at The City of Calgary.
- Review key strategies, associated performance measures and benchmarks.
- Provide guidance and advice on advancing the key strategy area outcomes.
- Review program plan
- Represent broader stakeholder community including partnership opportunities.
- Champion The City's eGovernment Strategy.
- Provide status report as required to the SPC on Finance & Corporate Services.

Reporting Relationships

Provide progress report not less than annually to the SPC on Finance & Corporate Service

Membership

Three members who represent the technical or communications industry with a background in strategic planning, IT architecture, business and customer service improvement.

Four members who represent community organizations with an interest in eGovernment. (E.g. Community association, library, development industry).

Administration representatives from Information Technology and Customer Service will act as resource to Committee.

The Committee may decide to expand initial membership if required.

Term

Two years

Minutes

Minutes will be prepared by Administrative support staff from Information Technology.

Frequency of Meetings

Quarterly

Quorum Requirements

Minimum of 50% of membership