ICT Governance Summary

The Department's ICT investments will enable strategic business outcomes and deliver maximum business value.

ICT Governance aligns with:
- Departmental Corporate Governance
- QGIO and Whole of Government

ICT Governance provides direction for investment activity ensuring:
- Alignment with business strategy and objectives
- ICT enables department growth and efficiency
- Responsible use of ICT
- Appropriate management of ICT-related risks.

ICT Guiding Principles

These core guiding principles will be adopted when implementing a new business solution for DET.

1. Students should be uniquely identified once only within DET.
2. There will be a positive and consistent user experience for staff, students, parents and communities interacting with DET.
3. Allow for access any time, anywhere, to those who need the information.
4. There will be a single point of truth for all information sources.
5. Information will be fully integrated to maximise its value.
6. Information will be captured once at the source.
7. All business solutions will conform to DET's Enterprise Architecture.
8. Business processes and associated accountabilities will be explicit.
9. Capability for self service will be provided subject to enterprise risk being invested efficiently.
10. Business cases are prepared for all ICT investments and the associated business benefits are identified and realised.

ICT Governance Structures

- Provides ICT Portfolio analysis advice and reporting to the ICT governance bodies
- Provides architectural guidance and advice to the ICT governance bodies
- Provides consolidated ICT project reporting to the ICT governance bodies
- Provides ICT project methods, tools and templates
- Supports project establishment
- Undertakes Project quality assurance reviews

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ICT Operation

Steps Through The Project Lifecycle

1. Idea Definition
   - Idea Definition
   - Start Up

2. Business Operation
   - Business Operation

Initiation through to Close Project

The Project Board, lead by the Project Executive, takes responsibility for the project.

The Program Management Office supports the Project Board and Project Manager, and offers assistance with project establishment, plus coaching and guidance on methodologies and tools.

- The Project Board has a responsibility to regularly report the true status of the project, including progress against schedule, financial status, risks and issues as the project progresses.
- The Program Management Office will undertake quality assurance reviews of the project at various times to ensure alignment with Departmental processes and to assess risks to project success.
- The Architecture Council supports the Project Board and Project Manager offering coaching and guidance on DET's Enterprise Architecture and its application to the project.

 ICT Investment

- ICT Investments are endorsed by Architecture through the Portfolio Investment Office.
- Once the idea is sufficiently outlined to demonstrate value the Business Owner submits the idea for approval through the Portfolio Investment Office.
- If endorsed by Architecture Council, approval to proceed will be sought from the Information Steering Committee.
- Approval to proceed means the idea becomes a candidate project and if funding is confirmed it will be accepted as a funded member of DET's ICT Portfolio.
- The Business Owner in conjunction with the Program Management Office will initiate the project, and to establish a Project Board chaired by a Project Executive who represents (or frequently acts) the Business Owner.

- The Portfolio Investment Office will periodically reassess the viability of the project's Business Case (in particular business benefit assessed against costs and risks) and its position within the DET portfolio of ICT investments.

Business Operation

- Once the project is completed and closed, the Project Board will notify the Information Steering Committee prior to disbanding.

ICT Investment

- ICT Investment

Business Operation

- Business Operation

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The Project Board has a responsibility to regularly report the true status of the project, including progress against schedule, financial status, risks and issues as the project progresses.

The Program Management Office will undertake quality assurance reviews of the project at various times to ensure alignment with Departmental processes and to assess risks to project success.

The Architecture Council supports the Project Board and Project Manager offering coaching and guidance on DET's Enterprise Architecture and its application to the project. There are specific points throughout the Project Lifecycle when the Project Board is required to formally seek Architecture Council endorsement: these are Architecture and High Level Design, Solution Definition and Selection, and Buy Solution or Detailed Design. These represent the key points at which the architecture of the solution is being confirmed.

Prior to initiating any activity to purchase or build a solution the Project Board must seek approval for the specific approach proposed. If endorsed by the Architecture Council, approval to proceed will be sought from the Information Steering Committee.

The Portfolio Investment Office will periodically reassess the viability of the project's Business Case (in particular business benefit assessed against costs and risks) and its position within the DET portfolio of ICT investments.

Once the project is completed and closed, the Project Board will notify the Information Steering Committee prior to disbanding.