

Document Control

Preparation:

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Table of Contents

1.	CONTEXT	3
1.1.	Background.....	3
1.2.	Purpose of this document	3
1.3.	What is Enterprise Architecture?	4
1.4.	Objective of Enterprise Architecture Committee.....	4
1.5.	Overall Terms of Reference.....	5
1.6.	Governance Framework.....	5
2.	MEMBERSHIP	6
3.	ROLE	7
3.1.	Overall intention and scope	7
3.2.	Initial Focus.....	7
3.3.	Specific Role.....	7
4.	MEETINGS.....	8
5.	GUIDELINES FOR THE COMMITTEE	9
5.1.	Approach to be taken.....	9
5.2.	Sample decisions expected	9
	ANNEX A - MEETING STRUCTURE	10
A1	Meeting Agenda.....	10
A2	Minutes Format	10

1. CONTEXT

1.1. Background

Company X have adopted a shared services model to support their common business needs for technology. ITS has been established to provide the technology infrastructure to support the technology needs of both departments.

At Company X, a Chief Information Officers (CIO) have been appointed to manage the effective and efficient adoption of technology to meet the business needs of their respective departments. Effective utilization of the ITS shared service and compliance to Corporate initiatives are both critical components of their ICT strategy. The consolidation of technology for business applications and alignment with the technical architecture adopted by ITS is also extremely important.

Enterprise Architecture is a discipline being pursued at a Corporate level to support the goals of improving technology efficiency. Enterprise Architecture involves capturing government business processes and the technology currently adopted and providing a blueprint for use of technology in new business initiatives and for assisting IT strategies where greater efficiency and effectiveness of technology is desired. Effective adoption of Enterprise Architecture will provide the ultimate benefit of reduced IT investment costs and IT recurrent costs to achieve specific business requirements and deliver improved overall business value from adoption of technology.

Project governance is achieved through project review boards with the key focus being on delivery commitments, project budgets and delivering project benefits outlined in the business case.

Given the importance of architecture in delivering greater IT investment value, it is imperative that a governance process is established that will address Departmental, ITS and Corporate architectural issues and set architecture direction for projects. This will ensure broader organization benefits are attained and conflicting issues can be resolved. Without this governance, architecture direction is driven from a project perspective with multiple technologies and greater technology complexity being the end result.

1.2. Purpose of this document

This document outlines the terms of reference for the Enterprise Architecture Committee. This Committee will provide architecture governance across Company X. The Terms of Reference will:

- provide some background to the goals of Enterprise Architecture
- define the members of the Committee
- define the terms of reference for operation of the Committee
- provide some guidelines for the Committee to assist its effective operation.

1.3. What is Enterprise Architecture?

Enterprise Architecture is a discipline that can be applied across an organization to:

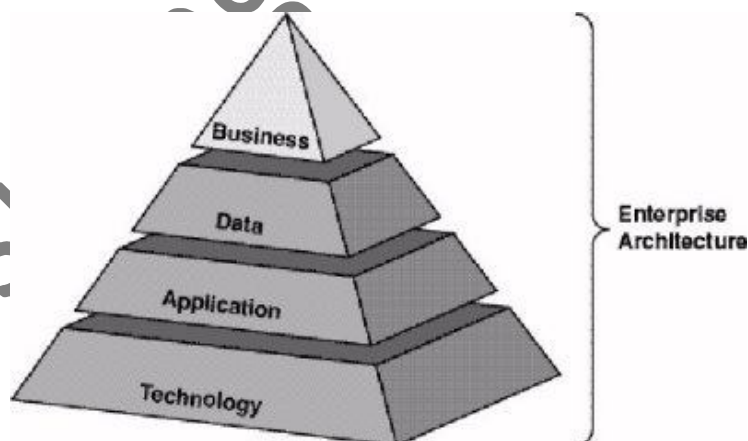
- model the business processes in place and the supporting information and technology components
- provide a blueprint for business planning and IT strategy initiatives
- establish a blueprint for projects to align to organization corporate directions.

It allows the organization to understand and assess the current business processes and plan changes to the business operation and to information and technology in supporting the business. It is a business-driven approach where business drives the adoption and use of IT, predicated on an agreed technology infrastructure.

Enterprise Architecture is not static as the models developed need to be adaptable to business change and take advantage of technology trends to better service the business. There are therefore a number of processes required as part of the Enterprise Architecture discipline to proactively manage changes in the business and the supporting IT environment.

An effective implementation of Enterprise Architecture in an organization will support containment of IT costs and reduced technology risk through reuse of information and technology and a less complex environment, but will also increase responsiveness to business and technology drivers.

The architecture activities being undertaken by the Company X with its supporting shared services arrangements are aligned to Enterprise Architecture principles as promoted by the Office of the CIO as a Corporate (Corporate) initiative. The proposed model being considered by the Office of the CIO is the FEAF Enterprise Architecture framework developed and mandated by the US Federal government. This framework is a business-driven approach to architecture and is based on integration of architecture activities across the four layers of architecture as demonstrated in the diagram below.



1.4. Objective of Enterprise Architecture Committee

The Enterprise Architecture Committee is established as a review and decision making body responsible for total architecture direction for the business and supporting technology environment and resolution of architecture issues requiring senior management attention.