



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Wayne Ward

Position: Manager IT Services

Title / Subject: IT Strategic Review and Plan

Date of Report: August 16, 2021

Date of Meeting: August 23, 2021

Report No: 2021-CO-041

1.0 Issue / Origin

Information Technology for the Township of Brock has been under substantial changes due to funding from the Provincial Government through Modernization Funding streams. Additional funding has been applied for and received by the Township for two additional components of the modernization plan.

In order to achieve an independent third-party review and strategic plan for the Township of Brock regarding Information Technology and to meet the requirements of the Provincial funding for a Strategic Review and Plan, a professional consultant is needed. Due to the compressed time frame and the fact that multiple municipalities are undertaking the same process in the same time frame, limited consultants are available.

2.0 Background

March 15, 2021 Brock Township submitted for Phase 2 of the Municipal Modernization Funding through the Ministry of Municipal Affairs and Housing for a Third-Party review specific to Information Technology.

Funding for this was approved by letter on June 30, 2021. The review must be completed with a final report to be completed no later than November 30, 2021.

3.0 Analysis

As there has never been a formal third-party review of IT and IT infrastructure in the Township of Brock this provincial funding now provides an opportunity to ensure the Township has a plan in place to continue with the modernization of the core component of many internal services, specifically our Information Technology systems.

Although Brock Township has entered into a service provision agreement with Durham Region for IT support there is no consideration for a review and report.

Since the initial funding in 2019 was provided by the Provincial Government, with the assistance and recommendations of Durham Region IT senior staff, there have been many improvements in the areas of computers, connectivity, security and communications.

This review will utilize the information of what has already been accomplished, what is in process and what is currently planned and will provide an independent view and plan consistent with normal business practices in similarly sized municipalities and the private sector.

The Perry Group has been recommended by both Durham Region IT, Terry Madsen, as well as Scugog Township. Scugog Township is already working with the Perry Group to complete their IT Strategic Strategy & Three-Five Year Plan.

The Perry Group has already been contacted to determine if they have the capacity and ability to conduct this review and strategic plan and have advised they are able to accommodate the review and meet the necessary time frame.

4.0 Related Policies / Procedures

Procurement Bylaw, 1912-2004-FI

5.0 Financial / Budget Assessment

Through the announced funding of up to \$75,000.00 from the Ministry of Municipal Affairs and Housing the Township costs for the third-party consultant review and submission will be offset and should have no financial impact to the 2021 approved budget.

6.0 Communications

This report will be posted on the Township of Brock website as part of the agenda package.

7.0 Conclusion

Through the funding from the Provincial Government, Ministry of Municipal Affairs and Housing, along with the senior management team and a selection of staff a full review and proposal for Brock Township Information Technology infrastructure and components will be completed and submitted for review.

This review will provide staff and council with a proposal to maintain and continue to improve the Information Technology within the Township of Brock operations and should have a positive impact on both inward facing, staff, and outward facing, public, interactions using most common digital systems.

8.0 Recommendation

That Council receive Report 2021-CO-41 for information; and

That staff be authorized to enter into a service agreement for an Information Technology Strategic Review and Plan to be completed by The Perry Group for the amount up to \$75,000.00 as provided through the Provincial Funding.

Title	Name	Signature	Date
Manager IT Services	Wayne Ward	Signed Digitally	August 16, 2021
Chief Administrative Officer	Ingrid Svelnis	Ingrid Svelnis	August 17, 2021