



Corporation of the Township of Brock

Staff Report to the Mayor and Members of Council

From: Wayne Ward

Position: Manager IT

Title / Subject: IT Policies

Date of Report: September 6, 2021

Date of Meeting: September 13, 2021

Report No: 2021-GG-008

1.0 Issue / Origin

There are currently no Information Technology Policies for staff regarding the use of Township technology.

2.0 Background

Brock Township has been improving the Information Technology through the Modernization Funding and as approved by Council. As part of the improvement in this area the need for policies to assist staff in the appropriate use of Township technology is needed.

3.0 Analysis

Policies allow for guidance of staff and users of Township technology to ensure the safe and appropriate use of this platform.

4.0 Related Policies / Procedures

None.

5.0 Financial / Budget Assessment

None.

6.0 Climate Change Impacts

None.

7.0 Communications

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

8.0 Conclusion

Through the introduction of new devices, platforms and technology by more staff including remotely accessed locations policies guiding use of Corporation technology assists staff and end users to safely use Corporation Technology.

9.0 Recommendation

BE IT RESOLVED THAT Council approve and endorse the Email Policy and Information Technology Policy as contained within Report 2021-GG-008 dated September 6, 2021.