

Information Services 2022 OPS Budget

DEPARTMENT OVERVIEW

Information Services is responsible for the development and maintenance of an information system to meet the information requirements of the staff, councillors, residents of the County and other interested parties.

Records Management:

- Management of information stored in both paper (central filing system and microfiche) and electronic form (iSeries for financial applications and eServer for PC applications).
- Protection of personal information in compliance with both provincial and federal legislation (FOIPP).

Information Services:

- Day to day operation of computer network (both hardware and software)
- Day to day operation of mail server, anti spam server, and web site
- Day to day operation of GIS server, including GIS data base, and printing of County maps
- Support and troubleshooting for computers and computer applications for all departments

Staff Training:

- Management of staff training opportunities

FINANCIAL

	Budget 2021	Budget 2022	% Variance
Total Expenses	\$ 1,345,394	\$ 1,290,896	
Total Revenue	\$ (246,852)	\$ (131,812)	
Total	\$ 1,098,542	\$ 1,159,084	5.51%

The overall 5.51% variance from 2021 reflects rising costs to purchase/run equipment, addition of new staff position and overall inflationary pressures both internal and external. Additionally, there were no grants available to apply for this year.

KEY OBJECTIVES

This budget represents a status quo with respect to existing levels of service. Key objectives are to provide information and records management services as efficiently and effectively as possible given the available resources. There are always systems that can be improved, and this department will strive to be adept to changing requirements and expectations with innovative and cost-effective solutions in the delivery of its services.