



IMIT-2019-001 IM-IT 2019 Work Plan

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Subject	IM-IT 2019 Work Plan
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REPORT N°

1) **NATURE/GOAL :**

To inform Council on the proposed work plan for all IM-IT projects/initiatives and request approval to proceed.

2) **DIRECTIVE/PREVIOUS POLICY :**

None

3) **DEPARTMENT'S RECOMMENDATION :**

The Committee of the whole recommends that Council approve the proposed **IM-IT Work Plan**.

Le comité plénier recommande que le Conseil approuve le **Plan de travail des GI-TI** proposé.

4) **BACKGROUND :**

Although many of the projects in the plan have been reviewed and approved by Council, they have not been presented as a consolidated plan.

5) **DISCUSSION :**

For ease of review a Gantt chart has been prepared for Council to have a quick view of the work plan. See Attachment 2.

The IM-IT Work Plan is a detailed document that outlines all of the project work that is planned for 2019. It is separated into two sections:

- Business Centric projects that address the specific needs/processes of one or more departments.
- IM-IT Centric projects that support the IM-IT Team's ability to provide its services to City staff and/or citizens.

Although most of the projects in the plan have already been approved individually by Council, the IM-IT Work Plan is subject to potential changes that can be driven by factors such as changes in business priorities or emerging IM-IT threats/issues. Any significant change to

the plan will be brought back to Council for approval.

Attachment 1 includes the detailed plan that outlines the projects, high level timelines and costs as well as known risks and constraints.

6) **CONSULTATION:**

N/A

7) **RECOMMENDATIONS OR COMMENTS FROM COMMITTEE/ OTHER DEPARTMENTS :**

This plan was created in conjunction with all departments.

8) **FINANCIAL IMPACT (expenses/material/etc.) :**

The projects and initiatives in this project have allocated budget from various departments as well as IM-IT's operational budget.

9) **LEGAL IMPLICATIONS :**

N/A

10) **RISK MANAGEMENT:**

Although each project his being managed individually, approval of this plan allows us to manage all risks such as resource constraints and priorities at the program level making it easier to mitigate risks and issues to multiple projects.

11) **STRATEGIC IMPLICATIONS:**

The IM-IT Work Plan is meant to support the strategic plan through various initiatives such as the Sharepoint Document Management Project.

12) **SUPPORTING DOCUMENTS:**

Attachment 1: IM-IT 2019 Work Plan

Attachment 2: IM-IT 2019 Work Plan Gantt Chart