

**City Manager's Office Report to
Executive Committee
2023 May 23**

**ISC: UNRESTRICTED
EC2023-0315
Page 1 of 3**

City Manager's Quarterly Report Q1 2023

RECOMMENDATION:

That Executive Committee recommends that Council receive this report and presentation for the corporate record.

RECOMMENDATION OF THE EXECUTIVE COMMITTEE, 2023 MAY 23:

That Council receive this report and presentation for the Corporate Record.

HIGHLIGHTS

- The City Manager's quarterly report is a tool used by the City Manager to share information with Council, Calgarians, and employees about City services and work underway within the organization to support Council's direction and advance important initiatives.
- This report increases transparency into the work directed by Council to Administration and provides a single source for sharing back motions and Notices of Motion, and outstanding Administrative Inquiries.
- The City of Calgary is a large, complex organization, and it is important citizens and members of Council have additional line of sight into the work underway to advance Council's priorities from the City Manager.
- The presentation (Attachment 8) accompanying this edition of the quarterly report will outline several corporate updates on matters of interest to Council, Calgarians, and the organization, including:
 - Progress towards achieving Council's priorities
 - Work underway to build and foster executive partnerships
 - Information on the Return to the Corporate Workspace project
 - A renewed focus on work to ensure The City of Calgary is an employer of choice
 - Improvements to Committee and Council report templates, and
 - Plans to enhance information in future quarterly reports.
- Additionally, this report contains useful information in multiple attachments:
 - Better Every Day (Attachment 2), a tool to share a selection of stories from the previous quarter with Council and members of the public. These stories help showcase the impact City service delivery has on the lives of Calgarians from the perspectives of Calgarians. The theme for this edition is mobility.
 - A summary of City Administration and Calgary Police Service headcount and budgeted FTEs as of 2023 March 31 (Attachment 3).
 - A list of upcoming reports to Council and committees from May to July 2023 (Attachment 4).
 - A list of Council motions from January to April 2023 (Attachment 5).
 - A list of Notices of Motion January to April 2023 (Attachment 6).
 - A list of completed and outstanding Administrative Inquiries November 2022 to April 2023 (Attachment 7).
- Quarterly reports are developed using an iterative process with an aim to constantly improve.
- Background and Previous Council Direction is included as Attachment 1.

City Manager's Quarterly Report Q1 2023

DISCUSSION

Additional information about the content within the attachments is outlined below. Previous reports have included an attachment outlining progress on the Rethink to Thrive strategy. As part of integrating Rethink to Thrive into the 2023-2026 Service Plans and Budget, the strategy was refined to honour existing work already happening while honing Administration's focus to complement what Council wants to deliver on for the community. To ensure continued transparency and alignment, future updates on Rethink to Thrive have been consolidated into existing reports such as the Delivering Results for Calgarians – Performance Report, which is delivered to Council twice yearly.

Better Every Day: Q1 2023 – Attachment 2

This section of the quarterly report is intended to share a small selection of stories from the previous quarter with Council and members of the public. This component features a different theme each quarter, with stories told from the perspective of our citizens, employees, and/or partners. Better Every Day supplements the more data-heavy attachments within the report with light-hearted and informative pieces. The theme for Q1 2023 is mobility. This edition also includes several links and interactive elements, including video, and stories available at calgary.ca/BetterEveryDay.

Headcount and Full Time Equivalent – Attachment 3

This summary provides an account of headcount data within City Administration and Calgary Police Service as well as budgeted FTEs with both quarterly and annual comparison data points for five years.

Reports to Committees and Council: May to July 2023 – Attachment 4

The Executive Leadership Team maintains a calendar of reports that are in development to be presented to Committee and Council. This document details the schedule of reports for May to July 2023. Please note information in the document is subject to change and does not include reports with dates still to be determined.

Council Motions January to April 2023 – Attachment 5

This attachment outlines all Motions passed by Council between January to April 2023.

Notices of Motion 2023 – Attachment 6

This attachment outlines all Notices of Motion brought forward by members of Council January to April 2023.

Administrative Inquiries 2023 – Attachment 7

This attachment outlines all completed and outstanding Administrative Inquiries November 2022 to April 2023.

City Manager's Office Report to
Executive Committee
2023 May 23

ISC: UNRESTRICTED
EC2023-0315
Page 3 of 3

City Manager's Quarterly Report Q1 2023

EXTERNAL ENGAGEMENT AND COMMUNICATION

- | | |
|--|---|
| <input type="checkbox"/> Public engagement was undertaken | <input type="checkbox"/> Dialogue with interested parties was undertaken |
| <input type="checkbox"/> Public/interested parties were informed | <input checked="" type="checkbox"/> Public communication or engagement was not required |

IMPLICATIONS

Social, Environmental and Economic Implications

This report and its various attachments support the advancement of Council's strategic direction, including the three resilience foundations (economic, social, climate) by helping to ensure a collective focus on shared priorities and objectives between Council and Administration. It also supports the modernizing government and Rethink to Thrive focus areas of the shared strategic agenda by providing information and stories with Council in a regular cadence.

Service and Financial Implications

No anticipated financial impact

RISK

The City Manager's quarterly report supports risk reduction related to the volume, velocity, and complexity of work in the organization by ensuring alignment with Council's direction and seeking alternative reporting methods where possible. It also provides a mechanism for the City Manager to share top-of-mind information with Council with regular cadence.

ATTACHMENTS

1. Previous Council Direction
2. Better Every Day: Q1 2023
3. Headcount and Full Time Equivalents
4. Reports to Committees and Council May to July 2023
5. Council Motions January to April 2023
6. Notices of Motion 2023
7. Administrative Inquiries 2023
8. Presentation

Department Circulation

General Manager/Director	Department	Approve/Consult/Inform
David Duckworth	City Manager's Office	Approve