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# Construction & Design 2017 Annual Report

## Recommendation

That the report of the General Manager, Transportation & Utilities Department dated August 13, 2018, be received as information.

## Topic and Purpose

The purpose of this report is to present the Construction & Design Annual Report that outlines the performance and activities of the division in 2017.

## Report Highlights

1. Our Customers: Construction & Design delivers projects to various internal divisions.
2. Our People: Construction & Design participates in diversity programs and focuses on safety and quality culture.
3. Our Finances: Construction & Design projects are funded by Capital Budgets.
4. Our Work: Construction & Design provides many services to both land development and infrastructure rehabilitation programs.
5. Our Environment: Construction & Design is committed to minimizing environmental impacts of construction activities.
6. Our Challenges: Construction & Design develops innovative solutions to overcome challenges.

## Strategic Goals

This report supports the long-term strategy of maintaining infrastructure under the Strategic Goal of Asset and Financial Sustainability. The Construction & Design division's 2017 Annual Report also demonstrates a team committed to enhancing processes to improve communications, contract management, and infrastructure quality all in support of the Strategic Goal of Continuous Improvement.

## Background

Construction & Design is a service provider to the City of Saskatoon that delivers municipal infrastructure projects; provides regulatory oversight; maintains infrastructure records; and provides expertise, advice and guidance on municipal infrastructure.

## Report

The Construction & Design 2017 Annual Report (Attachment 1) highlights information relating to our: Customers, People, Finances, Work, Environment, and Challenges.

## Our Customers

The main internal clients of Construction & Design are Saskatoon Land, Transportation, Saskatoon Water, and Major Projects & Preservation divisions, as well as Urban Design section within Planning and Development division.

### Our People

As of December 31, 2017, Construction & Design had 75 Full-Time Equivalent (FTE) employees and 34 seasonal/temporary employees across six functional groups.

Staff participated in diversity programs with Employee Experience and Performance and other organizations to increase awareness among under-represented groups. This division continues to improve the safety culture and quality performance for both employees and contractors.

### Our Finances

Construction & Design activities are typically funded by capital budgets, with base operation expenditures.

### Our Work

Construction & Design is a steward of both private and public infrastructure which includes design reviews, service agreements; subdivisions, discretionary use, and utility applications; connection inspections, and regulatory oversight for all land development and preservation projects.

### Our Environment

Construction & Design undertakes activities to ensure regulatory compliance and mitigate environmental impacts throughout the construction planning, execution and close-out phases. Construction & Design collaborates and complies with numerous environmental regulatory bodies during the planning and execution of the capital projects program.

### Our Challenges

Construction & Design thrives on challenges and discovers innovative solutions every day through minimizing the impacts of construction on public citizens, effective utilization of resources with ongoing economic changes, delivering services safely in a sustainable and cost-effective method considering regulations and technology.

### **Communication Plan**

Producing a detailed annual report will ensure internal and external stakeholders, along with the public, are provided with updates on the City's development and rehabilitation programs. Digital versions of Construction & Design Annual Reports will be made available on the webpage at [www.saskatoon.ca](http://www.saskatoon.ca). Hard copies of the report will be distributed to key stakeholders.

### **Other Considerations/Implications**

There are no options, public and/or stakeholder involvement, policy, financial, environmental, privacy, or CPTED considerations or implications.

### **Due Date for Follow-up and/or Project Completion**

This report will be provided annually.

**Public Notice**

Public Notice pursuant to Section 3 of Policy No. C01-021, Public Notice Policy, is not required.

**Attachment**

1. Construction & Design 2017 Annual Report

**Report Approval**

Written by: Celene Anger, Director of Construction & Design

Approved by: Angela Gardiner, Acting General Manager, Transportation & Utilities Department

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