

1971-1989

60 cm. of textual records

The Corporate Development Department was established in 1970 following the amalgamation of the City of Thunder Bay. The department was headed by a Manager of Corporate Development who reported to the Director of Corporate Planning and Development. This arrangement was revised in 1983 when the position of Director, Corporate Planning and Development was eliminated. As a result, the Manager of Corporate Development reported directly to the Chief Administrative Officer. Originally created to conduct internal evaluations of work, departmental staff, programs and services; the Corporate Development Department's mandate grew to include an extended list of responsibilities including; the development of policies and procedures for the City, human resources development, operational reviews, project management, conducting reports on streamlining productivity within the City and performing research on behalf of the Chief Administrative Officer. In addition to these responsibilities, the Corporate Development Department also managed corporate communications, conducted surveys on behalf of the City and administered the financial assistance program.

Series consists of records of the former Corporate Development Department of the City of Thunder Bay. Included are reports, correspondence and studies relating to the assessment and review of municipal departments, committees and city programs and services. Also included in this series are Progress Reports from the Chief Administrative Officer, records relating to long term strategic planning and the corporate structure of the City and reports detailing recommendations for improvements to productivity within various municipal departments. Records are arranged in chronological order.

These records were transferred to the Records Centre in 2004 under Transfer 2004/067. The records were not entered into TRIM, the records management system upon their arrival. They were put into the archival system when they arrived.

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A File Inventory is available for this series.

No further accruals expected.

