

COMMITTEE OF THE WHOLE – MAY 3, 2004

EMPLOYMENT ACTIVITY REPORT

Recommendation

The Commissioner of Legal and Administrative Services and the Director of Human Resources recommend that:

The Summary Report - Turnover 1999 – 2003 be received.

Purpose

Following the direction of Committee of the Whole (Closed Session) of April 19, 2004, Item 2 Report 38, to provide Council with a summary of the statistical employment information for a five year period ending on December 31, 2003.

Background

Statistics have been gathered and reported in a consistent manner for the five year period between 1999 and 2003.

Year	Hiring Actual # & (% change over previous year)	Exits Actual # & (% change over previous year)	Resignations Actual #	Retirements Actual #	Terminations Actual #	Deaths Actual #
1999	64	49	36	9	4	
2000	78 (+22%)	42 (-14%)	30	10	2	
2001	104 (+33%)	46 (+10%)	24	13	8	1
2002	66 (-37%)	42 (-9%)	37	1	3	1
2003	98 (+48%)	52 (+24%)	34	10	8	

**Statistics reflect human resources activities associated with City and Library staff complements.*

The increase in employee exits in 2003 can be attributed to a number of factors:

- the OMERS Early Retirement Window closed on December 31, 2003. As a result, a number of employees chose to exercise their option under the OMERS plan to retire on or before the end of the year;
- the number of employee facilitated employee terminations in 2003 mirrored the five year high at eight. (facilitated employee terminations included with cause and without cause terminations of union and non union employees).

Conclusion

The statistical information indicates that the recruitment activity at the City remains very high. There were ninety-eight new hires and fifty-two exits in 2003. Collectively, this represents the highest activity level in the Human Resources Department in the last five years.

The Human Resources Team continues to support the organization through the provision of responsive, timely recruitment initiatives and responsive, professionally handled employee exits.

In 2004, the activities will continue to be monitored and reported to the Senior Management Team and Council.

Attachments

Summary Report – Turnover 1999 – 2003

Report prepared by:

Cathrine Berge
Director of Human Resources

Respectfully submitted,

Robert Swayze
Commissioner of Legal & Administrative Services

Cathrine Berge
Director of Human Resources

City of Vaughan & Vaughan Libraries

Summary Report

Turnover 1999 – 2003

(permanent positions/employees)

(Revised at Council May 10, 2004.)

Calendar Year	Approved Complement Positions	Number of Employee Exits	% Turnover
2003	879	52	5.9%
2002	839	42	5.0%
2001	800	46	5.8%
2000	773	42	5.4%
1999	722	49	6.8%

Revised 2004/05/05