

VOLUNTARY DAYS OFF WITHOUT PAY

Recommendation

The City Manager, the Deputy City Manager/Commissioner of Finance & Corporate Services and the Commissioner of Legal and Administrative Services in consultation with the Senior Management Team recommend:

- 1) That the City of Vaughan establish a corporate program that allows staff to take voluntary days off without pay; and
- 2) That the Vaughan Public Libraries be requested to participate in the program.

Contribution to Sustainability

Not applicable.

Economic Impact

The impact is uncertain at this point in time.

Communications Plan

Human Resources will develop the specifics of the program and communicate that to staff.

Purpose

The purpose of this report is two-fold. First, the voluntary time days off without pay provides an opportunity for staff that could benefit from additional time off (i.e. new employee with limited vacation entitlement). Second it provides an opportunity to reduce the costs.

Background - Analysis and Options

In the past, the City has had a formal voluntary time off without pay program. Although the opportunity continues to exist for staff to request time off without pay, it is not corporately promoted. The objective of the report is to actively promote and support the program corporately across the City. The expectation is that this program will continue on a permanent basis. Participation is subject to maintaining levels of service and management approval.

Vaughan Public Libraries will be advised of this initiative and requested to participate.

Relationship to Vaughan Vision 2020/Strategic Plan

This report is consistent with the priorities previously set by Council and the necessary resources have been allocated and approved.

Regional Implications

Not applicable.

Conclusion

A human resources strategy has been developed as part of the Vaughan Vision. This program provides an opportunity that we hope will be of benefit to some employees.

Attachments

None

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