



Date: June 8, 2001

TO: Board Members - Parks and Recreation
FROM: General Manager - Parks and Recreation

SUBJECT: Administrative Report (Revised) - Staff Changes

RECOMMENDATION

THAT the Board approve the establishment of twelve regular full-time positions and one regular part-time position and the elimination of two regular full time positions and two regular part-time positions.

POLICY

The Global Budget arrangement with the City allows the Board to establish staff positions at its discretion if funds are in place.

BACKGROUND

Following the New Directions reorganization in 1998 and the implementation of SAP in 1999, staff have been reviewing work assignments and workloads throughout the organization. Also, with the retirement of a number of staff in the past year, there is an opportunity to align positions more closely with current and future activities. The objectives of the recommended changes are to strengthen technical expertise, provide improved supervision, improve customer service, reduce staff turnover associated with temporary status positions, and regularize positions which have been funded through auxiliary budgets, but are full-time in nature.

DISCUSSION

Two Appendices outline the details of the recommended changes to positions.

Twelve of the positions fall under the jurisdiction of CUPE 15 and are shown in Appendix I. One position is excluded and is shown in Appendix II. The creation of positions is subject to classification review by the General Manager of Human Resources.

Funding for the positions comes from a variety of sources, with the majority coming from existing auxiliary staff budgets and savings from eliminated positions. Positions being

established in operating/maintenance areas are funded solely from current operating budgets, including savings from eliminated positions. Recreation positions are also largely funded this way, with additional funding for three recreation positions coming from:

- the Douglas Park Community Association, which has agreed to provide \$20,000 annually in replacement funding for auxiliary staff at the centre, enabling the creation of a Community Youth Worker position from the existing auxiliary staff budget.
- the Killarney Community Centre Society, which has requested the establishment of the Fitness Programmer II position for the Society-operated Fitness Centre. The Society has committed to fund the regular full-time position, subject to the Fitness Centre continuing to earn sufficient revenues to cover its costs, including the cost of this position. The Society has requested that the Fitness Programmer II position be eliminated if the Fitness Centre fails to continue be financially successful.
- the West Point Grey Community Association, which has previously provided top up funding to upgrade a regular part-time Program Assistant II position to a temporary full-time Recreation Programmer II position. The same joint funding arrangement will remain in place with the establishment of the regular full time position.

The Board deferred consideration of this report until there had been further discussion with CUPE 15 on the identified position changes. The special meeting was held on June 5 with the Park Board's CUPE 15 Labour/Management Committee and additional representatives from CUPE 15.

It was agreed that all of the position changes in Appendix I were supported but that the rationale for the creation of a Regular Full-Time (RFT) Booking System Clerk would be revised. This change is included on Revised Appendix I.

Appendix II - Creation of an Assistant Supervisor - Trade Maintenance (Exempt Position)

The Union was concerned about this exempt position, requesting that they be given a job description. They believe that there may be several examples in the City of Vancouver where CUPE 15 positions supervise building maintenance activities. In view of this, staff were requested to reconsider this proposal for an exempt position.

Staff have provided the job description as requested but reconfirm our need to re-establish this exempt position.

The Labour Management Committee also discussed the Union's concern about the process used in consulting on this report. We agreed that at our next meeting , we would develop a process that provided the Union with a reasonable timeframe for the presentation and discussion of proposals for union position changes that were being considered by management.

SUMMARY

Position changes are being proposed which support the needs of the organization. Except for the creation of the exempt position, the Union supports these changes.

Concerns about the consultation process on union position changes will be dealt with at the next CUPE 15 Labour/Management Committee meeting.

Prepared by:

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