

- (b) The G.V.R.D. will reimburse us for approximately one-half of the salary and benefits of a Personnel Officer from our staff for time spent on the Job Classification function. (We will increase our staff compliment by one-half Personnel Officer 2 in order to provide this assistance to the G.V.R.D. and to maintain our present manpower level for other personnel work).
 - (c) The G.V.R.D. will reimburse us for the salary and benefits of approximately one-half of a clerical support person from our office who will be required for the Job Classification and Evaluation function.
 - (d) The G.V.R.D. will rent the office space from Burnaby as required for the Personnel Officer on their payroll working on Job Classifications.
5. The G.V.R.D. Labour Relations Department budget is apportioned amongst members of the Regional District on the basis of the net taxable assessments of members and the amount of labour relations services utilized. Burnaby's 1974 Provisional Budget provided \$21,969. for partial labour relations services carried out by the old M.L.R.B. The 1974 Annual Budget provides \$40,587. in the G.V.R.D. account for expanded labour relations services.
6. The financial implications for Burnaby for one complete year of operation if the transfer of the Job Classification and Evaluation function from Burnaby to the G.V.R.D. was approved would be as follows:

(a) Burnaby Personnel Department Account (Code 14-01)

| | | |
|---|-----------|------------------|
| Decrease: Transfer of one Personnel Officer 2 to G.V.R.D. | | \$17,676. |
| Recoveries from G.V.R.D. | | |
| ½ Personnel Officer 2 | \$ 8,838. | |
| ½ Clerk | 4,536. | |
| Office Rental | 960. | \$14,334. |
| | | <u>\$32,010.</u> |
| Increase: ½ Personnel Officer 2 | | <u>8,838.</u> |
| Net Decrease: | | \$23,172. |

(b) Burnaby Labour Relations Accounts (Codes 11-01-60 and 30-01-05)

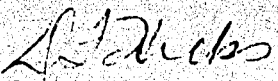
| Code Number | Account Name | 1974 Provisional Budget | 1974 Annual Budget | Difference |
|-------------|-------------------------------------|-------------------------|--------------------|------------------|
| 11-01-60 | Labour Relations (M.L.R.B.) | \$21,969. | - | \$21,969. |
| 30-01-05 | G.V.R.D. (Labour Relations Portion) | - | \$40,587. | <u>40,587.</u> |
| | Increase: | | | <u>\$18,618.</u> |

- (c) The lower annual cost to Burnaby would be \$23,172. less \$18,618. or \$4,554.
7. If the changeover were effective September 1, 1974, which is the earliest date feasible, the 1974 Recast Budget of the Personnel Department could be reduced by \$7,724. (one-third of \$23,172.) In addition, a saving in the G.V.R.D. account may be possible for Classification and Evaluation Services budgeted for during the first two-thirds of 1974 but not received in entirety.
8. The G.V.R.D. Labour Relations Department is now providing Classification and Evaluation Services to six Regional District Municipalities and partially to the City of Vancouver. The advantages of having the Labour Relations Department assume responsibility for Job Classification and Evaluation for the District of Burnaby would be:

- (a) We will obtain a complete Classification and Evaluation Service (Including regular maintenance reviews and updating) at definite short-term and likely long-term savings.
- (b) There will be a more unified system of job classification services within the Regional District based on the Classification and Evaluation Agreement that has now been signed by the majority of Municipalities and Unions involved.
- (c) There will be less duplication of job classification work carried out by separate authorities and a reduction in the degree of communication and coordination required to ensure "equal pay for equal work" in the various jurisdictions.
- (d) The arrangements for reciprocal billing of services makes possible a greater degree of flexibility in mutual assistance between our Personnel Department and the G.V.R.D. Labour Relations Department during our respective peak load periods. We will also plan to recover costs from the G.V.R.D. for providing staff time on special projects sponsored by the Labour Relations Department for other Municipalities.

RECOMMENDATIONS:

1. That the Greater Vancouver Regional District be asked to undertake the full range of services provided by their Labour Relations Department including a full Classification and Evaluation Service on the basis described in item 4 above.
2. That the changes involved be implemented effective September 1, 1974.


D. F. Hicks
PERSONNEL DIRECTOR

DFH:mg