

Municipality of Port Hope

Plan Requests

Request

POL-001 Disabilities Specialist

Department

Police

Version

03 Proposed by Budget

Year

2024

Description

ANNUALIZED TAX LEVY IMPACT [COST / (SAVINGS)]

\$40,000

CURRENT BUDGET YEAR'S TAX LEVY IMPACT [COST / (SAVINGS)]

\$40,000

JUSTIFICATION

Disabilities are a critical aspect of the HR function and need to be taken by PHPS immediately to avoid any disruption to staff. There is no capacity with existing staff to perform these tasks.

DESCRIPTION

The Municipality's Payroll & Benefits Administrator is retiring in 2023. There are many important tasks that will not be transferred to their replacement. These tasks focus primarily on disability claims and their administration and will need to be done in order for a smooth transition after retirement.

IMPLICATIONS IF NOT UNDERTAKEN

The day to day tasks of monitoring and maintaining disability claims will not be performed. There are also significant improvements to the processes that need to be implemented.

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Request							
	Total	Q1	Q2	Q3	Q4	2025	2026

Attributes		
Attribute	Value	Comment
Department		
Department	Police	
Division / Sub Division	Police Service	
Request Type		
Request Driver	Growth	
Request Type	Staff Position	
Priority	High	
Strategic Priority		
Strategic Priority - ranked #1 required	Corporate Efficiencies	
Strategic Priority - ranked #2 optional	Corporate Efficiencies	
Strategic Priority - ranked #3 optional		
Posting Status		
Posting Status	Not Ready to Post	