

TOWN OF TWO HILLS



Policy Number: 2011-07
Date of Issue: December 12, 2011
Policy Subject: Contributions to Social Fund

POLICY STATEMENT:

Staff functions help to:

1. Develop a positive staff culture
2. Boost morale and motivation
3. Build relationships-employee/employee, management/employee and customer/employee
4. Improve teamwork
5. Enhance employee satisfaction and loyalty
6. Help attract and retain the best people (reducing recruitment and retraining costs)
7. Improve customer satisfaction
8. Enhance creativity and problem solving
9. Resolve conflict and difficult issues

ultimately increasing productivity and performance.

PURPOSE:

For Council to contribute an annual amount from the Budget to the Staff Social Fund.

STANDARDS:

1. Funds will be allocated each year by the Town to the Staff Social Fund in the amount of \$400.00 for the coordination of the event to a consistent standard.
2. Contribution from the Town to the Staff Social Fund is not for the purposes of Employee Long Service Awards, flowers or donations in the event of hospitalization or death of a family member, plaques or certifications commemorating weddings, anniversaries or birthdays or remuneration for out-of-pocket municipal business expenses.
3. Contributions to the Staff Social Fund are for general purposes, to be agreed upon by majority of staff members. Contributions from this policy are not for the purposes of funding the annual Christmas party.

MAYOR

CHIEF ADMINISTRATIVE OFFICER

