

Offer regarding the Public Sector Unions Wages Agreement 2019

Period of Agreement

- Agreement operating for three years.

Salaries

- 2.3% per annum with effect from the ffppcoa 1 December 2019;
- 2.3% per annum with effect from the ffppcoa 1 December 2020;
- 2.35% per annum with effect from the ffppcoa 1 December 2021.

Improved Superannuation Benefits

- Employer superannuation contributions will be paid during unpaid Parental Leave in first 12 months with effect from the first full pay period commencing on or after the increase in salaries is agreed.
- Employer superannuation contributions will be paid for employees on workers compensation with effect from the first full pay period commencing on or after the increase in salaries is agreed.
- Please find attached a draft clause for parental leave provision.

Improved Family Friendly Provisions

- Paid Parental Leave to increase from 14 to 16 weeks for employees commencing paid parental leave on or after the first full pay period commencing on or after the increase in salaries is agreed.
- Paid Partner Leave (after birth of baby/adoption) to increase from 1 to 3 weeks for employees commencing paid partner leave on or after the first full pay period commencing on or after the increase in salaries is agreed.
- Please find attached a draft clause for this provision.

Leave

- Re-credit Recreation Leave and Parental Leave where compassionate or bereavement conditions apply, from date of Agreement.
- Please find attached a draft clause for this provision.

Broad banding

- Establish a facilitative clause in the Agreement that enables broad banding for an occupational group.
- It is proposed that the trial for Broad Banding occur within the Parks and Wildlife Service (specifically Field Officers and Park Rangers) employed under the Parks and Wildlife Service Industrial Agreement.
- Please find attached a draft facilitative clause for this provision.

Department of Education Health Care Procedures Allowance Agreement

- Register a new Agreement that maintains current provisions and provides an increase to the Health Care Procedures Allowance from \$13.20 per week to \$30 per week.

- The Department of Education will undertake a review of the procedures contained in Appendix I of the Agreement to determine whether any procedures need to be removed or added. The review will also encompass the current training and credentialing to ensure the most appropriate training and credentialing is in place for health care procedures.
- The Department of Education will undertake an audit in 2020 of the current application of the Agreement through the Department's Audit and Risk Committee.
- A direction will be issued by the Department of Education to ensure that only Teachers Assistants who are trained, credentialed and have agreed to undertake health care procedures are performing these duties in accordance with the Agreement.
- Please find attached a draft new Agreement.

Correctional Facility Allowance (TSSA)

- Amend Part IV – Clause 9 of the Tasmanian State Service Award to include TasTAFE employees who perform duties in accordance with 9(a).
- Please find attached a draft clause for this provision.

Corrections Allowance (TSSA)

- Insert a new Clause 14 in Part IV of the Tasmanian State Service Award that provides a 6.5 per cent allowance to employees who undertake duties within the Ashley Youth Detention Centre.
- Please find attached a draft clause for this provision.

Camping Allowance (TSSA)

- Amend Part IV of the Tasmanian State Service Award to provide clarity regarding accommodation types and meal allowance provisions.
- Please find attached a draft clause for this provision.

School Support Staff Holidays (TSSA)

- Amend Appendix 16 of the Tasmanian State Service Award to provide for school support staff holidays.
- This will include the ability to work a maximum of 43 weeks per year and provide a maximum of nine holidays with pay in any calendar year.
- Please find attached a draft clause for this provision - Draft new Appendix 16.

Toileting Allowance (TSSA)

- Amend Appendix 16 of the Tasmanian State Service Award to provide an increase to the Toileting Allowance for Teachers Assistants from \$13.20 per week to \$15 per week.
- Provision of an allowance of \$17 per week for Teachers Assistants who work in any of the three Special Support Schools.
- Please find attached a draft clause for this provision - Draft new Appendix 16.

Communicable Disease Leave for School Based Employees (TSSA)

- Amend Appendix 16 of the Tasmanian State Service Award to include school based employees for communicable diseases leave.
- Please find attached a draft clause for this provision - Draft new Appendix 16.

Shift Work Provisions (TSSA)

- Amend the Tasmanian State Service Award to clearly define shift work and insert new rostered day work provisions.
- Please find attached draft clauses for these provisions.

Salary Sacrifice for Metro Card

- Amend Clause 8 of the Public Sector Union Wages Agreement to include Metro Green Card as part of the salary sacrifice arrangements.

Flexible Employment Guidelines

- Amend current Award provision for flex time and establish Flexible Work Policy and Guidelines (already provided).
- Please find attached a draft clause for this provision.

Allow up to 20 personal leave days (147 or 152 hours) per year to be used for carers leave purposes (TSSA & HAHSA)

- Amend the Tasmanian State Service Award and the Health and Human Service Award to allow employees to access up to a maximum of 147 hours per year under TSSA and 152 hours per year under HAHSA for carers leave subject to the current evidentiary requirements and ongoing maintenance of the current discretion to access further leave by agreement.
- Please find attached draft clauses for these provisions.

Night Shift Allowance Increase (HAHSA)

- Increase night shift allowance for employees covered by the Health and Human Services Award from 22.5 per cent to 24 per cent.

Public Holiday Leave (HAHSA)

- Enable a cash out provision for public holiday leave in the Health and Human Services Award.
- Employees who take public holiday leave will be paid shift penalties.
- Please find attached a draft clause for this provision.

Provision of 12 hour shifts (HAHSA)

- Establish a mechanism clause for 12 hour shifts within the Health and Human Services Award.
- Amend Roy Fagan Shift Work Arrangement Agreement 2003 Clause 5(c) Shift Penalties to increase the Monday to Friday shift penalties to 12.5 per cent.
- Please find attached a draft clause for the HAHSA provision.

Non-Agreement matters

Review of Fixed Term Employment

We have had several discussions with regard to fixed term employment, including a work shop to fully understand the complexities surrounding this type of employment. As a result of these discussions, it is proposed that a review of fixed term employment is undertaken as follows:

Fixed Term Employees- Change of Employment Status

For those groups or categories where the proportion of fixed term employees is greater than 15 per cent, Heads of Agency will be asked to conduct a formal review of the employment status of each fixed term employee in those groups and/or categories to either confirm the legitimacy of the fixed term employment status or change the employment status to permanent if the following criteria are met:

- The fixed-term has been for a continuous period of 24 months, or eight continuous school terms for school based employees of the Department of Education, performing the same or similar duties;
- There is clearly an ongoing requirement for those duties or similar duties; and
- There has been 3 or more consecutive fixed-term periods of employment.

The Head of the State Service agrees that the criteria listed above meets the definition of an approved circumstance for the purpose of section 14.2.d of ED1.

If a Head of Agency does not change the employment status of a fixed term employee who meets all the criteria, the Head of Agency is to justify reasons why and to provide the employee, in writing, the reasons why the status was not changed.

Timeframe for this review will be 12 months.

On the basis of the 15 per cent, and through negotiation, the following cohorts are included in the review:

- Teacher Assistants (Department of Education)
- Education Facility Attendants (Department of Education)
- Allied Health Professionals (all Departments)
- Health Service Officers (Department of Health)
- Service Tasmania Client and Customer Service Officers (Department of Premier and Cabinet)
- Library Service Officers and Customer Service Officers (Department of Education)
- Department of Primary Industries, Parks, Water and the Environment

Amendments to Employment Direction 1

The Premier has given in-principle support to amend Employment Direction No. 1 to include the following.

PSUWA – Permanent Employee undertaking assigned fixed term duties for over 36 months – promotion without advertising

On application from a permanent employee engaged within the scope of the Tasmanian State Service Award or the Health and Human Service (Tasmanian State Service) Award, having been assigned fixed term duties for a continuous period of at least 36 months, a Head of Agency will conduct a review of the employee's status in respect to the current assigned duties.

If the following criteria are met the Head of Agency will seek approval from the Head of State Service for promotion without advertising:

- The fixed term arrangement has been for a continuous period of at least 36 months, performing the same or similar duties;
- The employee has been through a merit based process;
- There is clearly an ongoing requirement for those duties or similar duties; and
- There have been 3 or more fixed-term periods performing the same or similar duties.

Following an application, if a Head of Agency does not seek promotion without advertising, the Head of Agency is to justify reasons why and to provide the employee, in writing, the reasons why the promotion without advertising was not sought.

If the Head of the State Service has already approved a fixed-term appointment in excess of 36 months in accordance with 9.3 of EDI, the employee will be excluded from making an application through this process.

PSUWA - Reclassification

For an employee engaged within the scope of the Tasmanian State Service Award or the Health and Human Service (Tasmanian State Service) Award, where the employer determines that the classification in respect to the duties assigned to a permanent employee is higher, the promotion of that permanent employee without advertising will be considered when the following conditions are met:

- The classification assigned to the duties undertaken by the employee in accordance with the classification standards is assessed by the employer to be higher than the classification assigned when the employee was first appointed or promoted to undertake those duties;
- There is clearly an ongoing requirement for the employee to continue to undertake those duties at the higher level; and
- The conduct and performance of the employee has been assessed as meeting performance requirements that is that the employee's conduct and performance has met the standard and all the requirements identified in the employee's performance management plans for the higher classified duties.

Mobility Register – PSUWA

It is proposed that a Mobility Register for PSUWA (those employees within the scope of the Tasmanian State Service award and the Health and Human Services (Tasmanian State Service) Award be advanced as follows:

- That the Employer agree to the establishment of the Tasmanian Jobs and Skills Exchange working group (TJASE).

- The TJASE working group will review the structure and operation of the recently established Victorian Jobs and Skills Exchange to determine if a similar initiative could be applicable to the Tasmanian State Service.
- The TJASE working group will comprise nominees of the employer and public sector unions and will schedule its first meeting by the end of March 2020.
- The Working Group will consider the merits and the value proposition of a Mobility Register.
- The Working Group will aim to develop policies and procedures to allow a Mobility Register to be established by 31 July 2020.

Without Prejudice