

UWS GENERAL STAFF AGREEMENT 2009 – 2012

This table highlights the key variations to the UWS General Staff Agreement 2009-2012 (“Agreement”). The issues described in this table are for indicative purposes only and are the technical explanation of changes. The Agreement remains the primary source for information on the operation, definition and interpretation of the clauses within the Agreement.

The structure of the Agreement has been fundamentally altered to move away from the previous “alphabetical” listing approach to the more commonly utilised practice of grouping clauses according to relevance and topic.

Enquiries may be directed to your HR Business Partner or Noel Ford, Manager, Change Management on extension 7532 or email n.ford@uws.edu.au.

Clause	Key Variations
1. Agreement Title	<ul style="list-style-type: none"> • Adjusted to contain the period of the agreement
2. Application of the Agreement	<ul style="list-style-type: none"> • Adjusted to exclude Executive and a small number of Senior Director roles from Agreement coverage. Removal of AWA provisions.
3. Definitions	<ul style="list-style-type: none"> • “Casual rate of pay” definition adjusted to increase casual loading to 25%.
4. Coverage of Agreement	<ul style="list-style-type: none"> • Change in clause title.
5. No Extra Claims	<ul style="list-style-type: none"> • No change
6. Individual Flexibility Arrangement	<ul style="list-style-type: none"> • New clause required under the Fair Work Act 2009 – provides for arrangements between the University and an employee who may be engaged on a part year basis.
7. Term of Agreement	<ul style="list-style-type: none"> • Agreement operative to 31 December, 2012.
8. Implementation Committee	<ul style="list-style-type: none"> • Adjusted to provide union representation following the HEWRRs; inclusion of formal review projects to be undertaken. • Staff Liaison Committee has been discontinued.
9. Dispute Settlement	<ul style="list-style-type: none"> • Provision included to enable a union or the University to be able to initiate a dispute in their own right.

10. Renegotiation of the Agreement	<ul style="list-style-type: none"> • New clause – negotiations to commence 3 months prior to expiration of the Agreement.
11. Availability of the Agreement	<ul style="list-style-type: none"> • No change
12. Categories of Employment	
<ul style="list-style-type: none"> • Ongoing Employment 	<ul style="list-style-type: none"> • No change
<ul style="list-style-type: none"> • Part-Time Employment 	<ul style="list-style-type: none"> • No change
<ul style="list-style-type: none"> • Fixed-Term Employment 	<ul style="list-style-type: none"> • Reintroduction of some limitations regarding use of fixed-term contracts (“HECE”)
<ul style="list-style-type: none"> • Fixed-Term Employment Conversion 	<ul style="list-style-type: none"> • No change
<ul style="list-style-type: none"> • Casual employment 	<ul style="list-style-type: none"> • Introduction of access to unpaid Personal Leave and Partner Leave
<ul style="list-style-type: none"> • Casual Employees – Conversion to Ongoing or Fixed-Term Employment 	<ul style="list-style-type: none"> • No change
<ul style="list-style-type: none"> • Apprenticeships & Traineeships 	<ul style="list-style-type: none"> • Clauses combined; inclusion of Supported Wage System criteria
13. Terms of Engagement	
<ul style="list-style-type: none"> • Information for Employees of Terms of Engagement 	<ul style="list-style-type: none"> • Clause reworked to provide details on information employees are to receive upon commencement.
<ul style="list-style-type: none"> • Payment of Salaries 	<ul style="list-style-type: none"> • No change
<ul style="list-style-type: none"> • Annualised Rates of Pay 	<ul style="list-style-type: none"> • No change
14. Probation	<ul style="list-style-type: none"> • No change
15. Position Classification and Broadbanding	
<ul style="list-style-type: none"> • Principles 	<ul style="list-style-type: none"> • New subclause to describe the principles of the process
<ul style="list-style-type: none"> • Classification Methodology 	<ul style="list-style-type: none"> • Subclause reworked to separate reclassification processes
<ul style="list-style-type: none"> • Reclassification of the Existing Positions 	<ul style="list-style-type: none"> • New subclause to describe new reclassification processes, including framework, review processes and timelines.
<ul style="list-style-type: none"> • Review 	<ul style="list-style-type: none"> • New subclause to describe the review panel membership, timelines and appeal processes.
<ul style="list-style-type: none"> • Broadbanding 	<ul style="list-style-type: none"> • No change
16. Pay Rates	<ul style="list-style-type: none"> • Adjusted to describe pay increased during the life of the Agreement – 18%

	in total
17. Salary Packaging	<ul style="list-style-type: none"> No change
18. Superannuation	<ul style="list-style-type: none"> Clause reworked to better describe superannuation provisions.
19. Flexible Working Arrangements	<ul style="list-style-type: none"> No change
20. Higher Duties Allowances (HDA)	<ul style="list-style-type: none"> Clause expanded to introduce processes of review should a period of higher duties be considered for extension. Inclusion of period on HDA for incremental purposes. Introduction of employee choice on HDA in excess of 12 months being superannuable. Clause removed which advised non payment of HDA where an employee's position statement includes deputising for the position in which they are relieving, except if they perform the duties for a period longer than 4 consecutive weeks
21. Meal Allowance	<ul style="list-style-type: none"> No change
22. On Call Allowance	<ul style="list-style-type: none"> No change
23. Car Kilometre Allowance and Journeys Requiring Temporary Residence	<ul style="list-style-type: none"> No change
24. Compensation for Loss or Damage to Personal Property	<ul style="list-style-type: none"> Small adjustments to include pre-HEWRR components
25. Jury Service and Witnesses	<ul style="list-style-type: none"> No change
26. Hours of Work	<ul style="list-style-type: none"> Some minor adjustments for descriptive purposes
27. Standard Working Hours	<ul style="list-style-type: none"> New clause, introduced to clarify differences between standard hours and ordinary hours.
28. Meal Breaks	<ul style="list-style-type: none"> No change
29. Flexible Hours of Work Scheme	<ul style="list-style-type: none"> Some adjustments for descriptive purposes; clauses reordered for better readability and flow.
30. Workloads	<ul style="list-style-type: none"> Clause expanded for descriptive purposes; reintroduction of some pre HEWRR provisions; new processes for monitoring workloads; introduction

	of processes for individual workload review.
31. Annual Leave	<ul style="list-style-type: none"> Change to the re-credit of leave provision so that an employee who is sick for <u>less than one week</u> during a period of annual leave, can be re-credited with an equivalent period of annual leave if a satisfactory medical certificate is provided.
32. Annual Leave Loading	<ul style="list-style-type: none"> No change
33. Long Service Leave	<ul style="list-style-type: none"> Inclusion of a new subclause (4) (c) relating to fractional appointment accruals.
34. Personal Leave	<ul style="list-style-type: none"> Provision increased to 6 days personal leave and access to up to 10 days from sick leave entitlement per annum; introduction of reference to “NSW Premier’s List of Days of Religious Significance for Multicultural NSW”.
35. Sick Leave	<ul style="list-style-type: none"> No change
36. Parental Leave	<ul style="list-style-type: none"> Adjustment to include casual employee entitlement to unpaid Partner Leave (based on Fair Work Act provisions).
37. Australian Defence Force Reserves Training Leave	<ul style="list-style-type: none"> No change
38. Emergency Services Call-Out Leave	<ul style="list-style-type: none"> Minor change for descriptive purposes
39. Leave Without Pay	<ul style="list-style-type: none"> No change
40. Public Holidays	<ul style="list-style-type: none"> No change
41. Career Planning and Development	<ul style="list-style-type: none"> Clause reworked and expanded to interact more comprehensively with Higher Duties Allowance clause; inclusion of Multiskilling as a subclause.
42. Clothing and Safety Equipment	<ul style="list-style-type: none"> No change
43. Occupational Health and Safety and First Aid	<ul style="list-style-type: none"> No change
44. Dignity and Respect at Work	<ul style="list-style-type: none"> Renamed from “Behaviour at Work” clause; reworked and expanded to enhance definitions and responsibilities.
45. Personal Reports	<ul style="list-style-type: none"> No change
46. Job Security and Outsourcing	<ul style="list-style-type: none"> Reworked and expanded based on pre-HEWRR provisions.
47. Employee Representation	<ul style="list-style-type: none"> Expanded to include recognition of union representation.

48. Union Representation	<ul style="list-style-type: none"> • New clause to provide unions with provision of office facilities, meetings, industrial relations training, workplace representative time release (Branch Presidents only) and payroll deductions of union dues.
49. Organisational Change	<ul style="list-style-type: none"> • Introduction of minor change consultation process without need for formal change proposal; change proposals to include information on transitional arrangements; employees in an identified position which may become discontinued may enter a separate submission directly to the DVC (Corporate Strategy and Services); terminology of “change proposal” to “change plan” upon approval to implement by the Vice-Chancellor.
50. Unsatisfactory Conduct	<ul style="list-style-type: none"> • New clause. Introduced to provide processes to manage workplace situations of a serious nature, but not so serious as to commence Misconduct procedures.
51. Unsatisfactory Performance	<ul style="list-style-type: none"> • Technical and operational adjustments to provide a more effective resolution or outcome to performance management issues. Review committee composition adjusted.
52. Misconduct or Serious Misconduct	<ul style="list-style-type: none"> • Clause reworked to provide a more descriptive approach to the process, including the concept of preliminary enquiry. Investigation Committee composition adjusted.
53. Notice of Resignation and Termination	<ul style="list-style-type: none"> • No change
54. Separation of Employment on the Grounds of Ill Health	<ul style="list-style-type: none"> • Clause previously titled “Termination of Employment on the Grounds of Ill Health”. Process reworked to facilitate a more efficient and timely approach to the review and process.
55. Fixed-Term Employees Severance Pay	<ul style="list-style-type: none"> • No change
56. Fixed-Term Employees Termination Notice	<ul style="list-style-type: none"> • No change
57. Redeployment and Redundancy	<ul style="list-style-type: none"> • Clause reworked to incorporate requirements under the Fair Work Act; provision of detailed estimates of redundancy entitlements if an employee expresses an interest in voluntary redundancy when a position is identified as discontinuing; funding for redeployment, redundancy or retrenchment may be provisioned from a central University fund or relevant College,

	School, Unit or Centre budget.
58. Pay and Career Equity	<ul style="list-style-type: none"> • Inclusion of “All general staff recruitment will be subject to merit selection”.
59. Intellectual Freedom	<ul style="list-style-type: none"> • Removal of reference to the University’s Code of Conduct subclause.
60. Intellectual Property	<ul style="list-style-type: none"> • Inclusion of consultation with Unions on policy development.
61. Indigenous Australian Employment Strategy	<ul style="list-style-type: none"> • Adjustments to Indigenous Australian Employment Strategy Consultative Committee composition; removal of reporting requirement to the Indigenous Australian Advisory Council; increase in Indigenous Language Allowance.
62. Environmental Sustainability	<ul style="list-style-type: none"> • New clause including commitments from the parties to develop and implement initiatives consistent with the University’s Environmental Management Plan.
Schedule 1 – Pay Rates	<ul style="list-style-type: none"> • New salary scales, including the 4% administrative increase paid in April 2009, 5% in May 2010, 4% in May 2011 and 5% in May 2012.
Schedule 2 – Apprentice Pay Rates	<ul style="list-style-type: none"> • New rates
Schedule 3 – Allowances	<ul style="list-style-type: none"> • Rates adjusted
Schedule 4 – Position Descriptors	<ul style="list-style-type: none"> • No change, however a review of the HEW Levels will be conducted by the Implementation Committee during the life of the Agreement.