

PROPOSED MONASH UNIVERSITY ENTERPRISE AGREEMENT (TRADES AND SERVICES STAFF – BUILDING AND METAL TRADES STAFF AND GROUNDS AND GARDENING STAFF) 2005

SUMMARY OF KEY CHANGES

(This document is a summary only and is not a legal document. Staff are encouraged to read the full text of the proposed Agreement.)

Parts 1 & 2 – Preliminaries and Common Conditions

Clause 3 – Definitions: Position Classification Standards relocated to the University’s Classification Manual in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 5 – Operation of Agreement: From date of certification to nominal expiry on 31 March 2008.

Clause 6 – Application and Parties Bound: Exclusion of staff on an Australian Workplace Agreement (AWA) from application.

Clause 9 – Job Security: In compliance with HEWRR requirement for workplace flexibility, replaces existing EBA provisions for minimum core staffing levels.

Clause 10 – Introduction of Major Change in the Workplace: Modification of existing procedures to satisfy HEWRR requirement regarding direct relationships with employees. Elaboration of “significant or substantial change” added.

Clause 11 – Joint Consultative Committee: In compliance with HEWRR requirement for direct relationships with employees, training programme function of Committee removed to policy, Committee membership expanded, and Committee pool introduced.

Clause 12 – Dispute Settling Procedures: Modification of existing procedures to satisfy HEWRR requirements regarding direct relationships with employees.

Clause 13 – Genuine Choice in Agreement Making: New clause to satisfy HEWRR requirement for choice in agreement-making and the option of AWAs.

Clause 17 – Casual Employment: In compliance with HEWRR requirement for workplace flexibility, casual employment not restricted to short-term replacement purposes only.

Clause 18 – Fixed-term Employment: Restrictions on categories of fixed-term employment removed in satisfaction of HEWRR requirement for workplace flexibility and such employment now also terminable for unsatisfactory performance. Offers of further employment provisions, the right to apply for conversion to continuing employment, and enhanced severance pay entitlements all apply to fixed-term staff employed on or after the date of certification. Consequential removal of existing non-continuing employment review process provisions. Severance pay entitlements of other fixed-term staff preserved. Pro rata long service leave payable where staff member serves at least 5 years following date of certification.

Clause 19 – Redeployment & Redundancy: Relocation of existing redeployment procedures to University policy in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 20 – Termination of Employment Other Than Redundancy: In compliance with HEWRR requirement for the avoidance of excessive detail and prescription, duplication of statutory unfair dismissal and unlawful termination provisions removed.

Clause 21 – Work Performance and Conduct: Inclusion of counselling process at Stage 1 and expansion of disciplinary action options other than dismissal at Stage 5.

Clause 22 – Classification and Salary Rates: Provision for an aggregate salary increase of 24.5% over 4 years (9% already paid in advance of certification).

Clause 24 – Performance Enhancement: Single uniform performance management scheme for all trades and services and general staff irrespective of HEW level or incremental step. Based on current HEW level 5 and above scheme. No entitlements to automatic incremental advancement.

Clause 25 – Higher Duties: Specific provision for HEW level 4 building and metal trades staff acting at HEW level 5.

Clause 30 – Superannuation: Current employer contributions and arrangements for superannuation maintained, including Award Plus (formerly TESS).

Clause 34 – Meal and Tea Breaks: Scheduling of morning and afternoon tea breaks removed in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 35 – Hours of Work: Fixed starting and finishing times removed to satisfy HEWRR requirement for workplace flexibility. RDO rostering and related processes relocated to policy in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 37 – Overtime: Double-time applies to Plumbers working overtime beyond the first hour Monday to Saturday. Process for taking TOIL and method of calculation removed to policy in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 42 – Leave Entitlements: In compliance with HEWRR requirement for the avoidance of excessive detail and prescription, existing leave and recognition of service provisions consolidated and simplified at Schedules 3, 4 and 5. Similarly appeal processes relating to leave approvals removed to University policy.

Clause 43 – Provision of Uniforms and Protective Clothing: Provisions removed to University policy in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 48 – Time and Wages Book: Inspection and copying of time and wages records limited only to staff members in compliance with HEWRR requirements for direct relationships with employees and freedom of association.

Clause 49 – Training, Clause 51 – Inclement Weather, and Clause 52 – Washing Time: Provisions relocated to University policy in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Schedule 3 – Leave Entitlements: Entitlements consolidated in table form. Includes maternity leave of 14 weeks full pay and 38 weeks at 60% pay for staff with at least 24 months' service, and pro rata access to 38 weeks at 60% pay for staff with 12-24 months' service. Parity established between adoption and maternity leave, and parental leave entitlements for staff commencing parental leave prior to the date of certification are preserved.

Schedule 5 – Application of Leave: Minimum 5-day period of annual leave removed. Return to work deed as a condition for access to 38 weeks' parental leave at 60% pay. Conversion options for 38 weeks' parental leave at 60% pay listed. Provision for partners to share 38 weeks' parental leave at 60% pay entitlement.

NB

In addition, the following existing provision of the Monash University Enterprise Agreement (Trades and Services Staff – Building and Metal Trades Staff and Grounds and Gardening Staff) 2000 has not been retained:

Clause 61 – Shop Stewards in compliance with HEWRR requirement for freedom of association.

Part 3 – Building and Metal Trades Staff

Clause 53 – Special Rates: Process for review of special rates modified to limit JCC to formal consultative role in compliance with HEWRR requirement regarding workplace flexibility and the role of representative committees.

Clause 56 – Recall to Duty: Limitations on minimum recall payments removed in compliance with HEWRR requirement for the avoidance of excessive detail and prescription.

Clause 61 – High Voltage Operators Licence Allowance: Consolidation of existing High Voltage Operator and licence allowance provisions. Operators required to respond to emergency calls outside normal working hours, if available.

Clause 62 – High Voltage Availability Operator Duty: In compliance with HEWRR requirement for the avoidance of excessive detail and prescription, rostering arrangements for the Availability Operator removed to University policy and call-out and rest period provisions streamlined.

Part 4 – Grounds and Gardening Staff

Clause 65 – Miscellaneous Provisions: Toxic substances allowance increased to 60 cents per hour.