Orders

SOUTH AUSTRALIAN EMPLOYMENT TRIBUNAL

Case Details

Agreement title	The City of Salisbury, AWU and Local Government Employees (Enterprise Bargaining) Agreement NO 15 – 2026
Employer	City of Salisbury
Case number	ET-26-05062

Orders - Approval of Enterprise Agreement
The City of Salisbury, AWU and Local Government Employees (Enterprise Bargaining) Agreement NO 15 – 2026

I HEREBY APPROVE this Enterprise Agreement pursuant to section 79 of the *Fair Work Act 1994*.

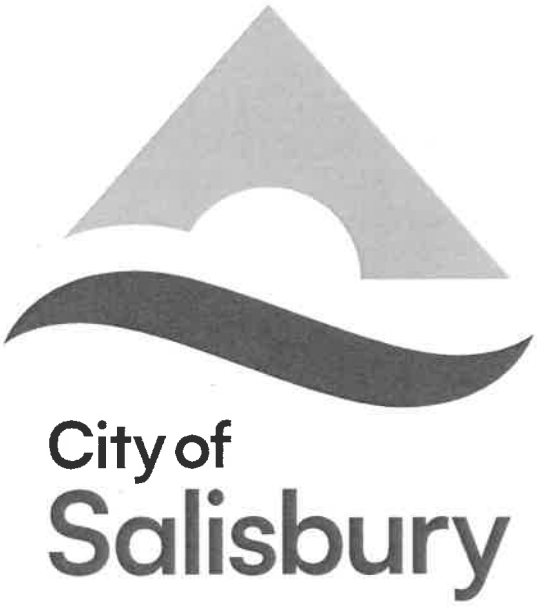
This Agreement shall come into force on and from **9 November 2026** and have a nominal life extending for a period to **30 June 2028.**

Commissioner Fletcher

09 Nov 2026

DOC_BUILDER_ENTERPRISE_AGREEMENTS

SOUTH AUSTRALIAN EMPLOYMENT TRIBUNAL



The City of Salisbury, AWU and Local Government Employees (Enterprise Bargaining) Agreement

NO 15 – 2026

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1. TITLE

1.1. This agreement shall be referred to as the "City of Salisbury, AWU and Local Government Employees (Enterprise Bargaining) Agreement No 15 - 2026".

2. FRAMEWORK FOR THIS AGREEMENT

2.1. This agreement has been negotiated between Council, Management and Local Government employees with the aim of securing long term benefits for the community and employees by introducing improved work arrangements and practices that facilitate flexibility and enhanced delivery of services.

3. PARTIES BOUND

3.1. This Agreement shall be binding upon the City of Salisbury, its employees working within the City Infrastructure Department covered by the Local Government Employees Award, and the Union.

4. RELATIONSHIP TO CURRENT AWARD

4.1. This Agreement shall be read in conjunction with the Local Government Employees Award and current Council policies and procedures. Where there is any inconsistency, this Agreement shall take precedence.

4.2. The Agreement prevails over an employment contract to the extent that the Agreement is inconsistent with an employment contract, unless the contractual terms are more beneficial.

5. PERIOD OF OPERATION

5.1. This Agreement shall remain in force until 30 June 2028, and shall be renegotiated during the final six months of the life of the Agreement.

6. DEFINITIONS

6.1. For the purpose of this Agreement:

'Agreement'	means the City of Salisbury, AWU and Local Government Employees (Enterprise Bargaining) Agreement No 15 - 2026.
'Award'	means the Local Government Employees Award 1998.
'Budgeted Position'	means a position that is included in the City of Salisbury annual salaries and wages budget and does not include trainees, casuals, labour hire workers, or overtime and weekend work.
'Consultation'	is the process that will have regard to employees' interests in the formulation of plans that have a direct impact upon them. It provides employees and the Union with the opportunity to have their viewpoint heard and taken into account prior to a decision being made.
'Employer'	means the City of Salisbury.
'Essential work'	means work which, unless it is undertaken on the day, has the potential to result in: • a risk to public health or safety; or • a loss to life or property; or • significant damage to, or deterioration of, Council assets; or • a material reduction in community amenity or regulatory compliance. Essential work includes, but is not limited to: • emergency call-out services and nominated back-up staff; • street sweeping; • cricket wicket preparation; • tree watering; and • any other service determined by Council, following consultation and agreement with the Works Committee, to be essential to the maintenance of public health, safety, or amenity; and

- project work or special events that need to be undertaken on the day, as determined by the General Manager City Infrastructure or delegate.

'Employee'	means an employee of the Council who performs work covered by this Agreement and the Local Government Employees Award.
'Family member'	as per the definition in the South Australian Fair Work Act 1994 and the South Australian Relationships Register Act 2016, namely; The following are to be regarded as members of a person's family – a) a spouse or domestic partner; b) a child; c) a parent; d) a grand parent e) any other member of the person's household; f) any other person who is dependent on the person's care; g) same sex couple
'Plus-time'	means working hours accumulated and banked as a result of working additional hours beyond the norm of 76 per fortnight and may be taken as paid time off in lieu of working hours.
'Reactive Work'	includes storm or emergency events, or work of an urgent nature.
'Union'	means the Amalgamated AWU (SA) State Union
'Works Committee'	means the committee of workplace representatives and management used for consultation purposes as set out within Clause 7.

7. CONSULTATIVE MECHANISM

7.1. The parties agree that the effective operation of this Agreement is dependent on the continuation of the established Consultative Structures within the workplace. The principal Consultative Structure for this purpose will be the Works Committee.

7.2. The Consultative Structure shall consist of:

- Up to five Management representatives employed by the City of Salisbury.
- Up to five Employee representatives elected by Local Government employees of the City of Salisbury, which includes the State Secretary of the AWU (or their nominee).

7.3. The role of this Consultative Structure shall be:

- To review the implementation of the Enterprise Agreement on an ongoing basis.
- To hear and acknowledge reports and ideas generated by employee and employer representatives on a range of issues.
- To provide a forum for information and consultation between the employer and employees.
- To reach decisions by consensus. All decisions will operate as recommendations.

8. SUSTAINABLE AND PRODUCTIVE PRACTICES

8.1. Council is committed to achieving excellence through enhancing and sustaining organisational capacity in the provision of services to its community.

8.2. It has an obligation to manage the delivery of its services by the most effective and efficient means to ensure that it is both financially sustainable and effective in meeting the needs of the community. The shared aims of the parties are to collaboratively and constructively work together in achieving those benefits for the community by continually improving existing workplace methods, practices, quality, productivity and striving for best practice and innovation. Continuous Improvement will result in increased value for money and a more efficient and effective service delivery.

The parties agree that where continuous improvement opportunities are identified they shall work together to improve such performance to achieve identified benchmarks. These opportunities will include investment in appropriate skill development, systems and equipment (subject to appropriate justification and approval by the Chief Executive Officer).

8.3. To this end the parties agree to engage collaboratively over the term of this agreement to identify, investigate and implement productivity and efficiency improvements that will enhance the organisational capacity and opportunity for employees within the City Infrastructure Department and the organisation more generally.

8.4. Consultation is the sharing of information and the exchange of views between the Council and employees and is a genuine opportunity for the employees to contribute effectively to the service review before any definite decision is made.

8.4.1. The Council must provide the employees with a reasonable opportunity to make written and/or verbal submissions as part of any service review.

8.4.2. The Chief Executive Officer ("the CEO") of the Council, or such other person as may be designated by the CEO and delegated with the authority to make decisions about the service review, will meet with employees for discussions about the service review.

8.5. In Councils endeavours to ensure that it maintains a sustainable service to ratepayers, all employees will be expected to participate in and support activities, initiatives and operational reviews aimed at assessing and improving its performance. These reviews will focus on:

- defining required service levels and commensurate resourcing levels and practices and associated performance indicators for each service area

- identifying improved reporting and measurement of all programmed and reactive maintenance activities undertaken.

8.6. In undertaking a work assessment of efficient and effective service delivery it will be based on a true comparison of all relevant factors taking into account costs, quality, responsiveness, accountability, and documented service needs.

8.7. Subject to the range and scope of existing services remaining unchanged, the City Infrastructure Department will maintain budgeted positions of no less than 110 for the duration of this agreement. Budgeted positions do not include trainees, casuals, labour hire workers or overtime and weekend work.

9. USE OF CASUAL AND CONTRACT EMPLOYEES

9.1. A casual employee is an employee who is directly employed by the City of Salisbury under an hourly contract of hire. Workers employed by external labour hire agencies are excluded from this clause.

9.2. Where it is difficult to accurately predict the workforce requirements or where there are fluctuations in work requirements, Council may employ additional labour on either a casual or contract basis. Council shall endeavour to minimise the use of casuals wherever possible. However, the parties recognise that Council employed casuals and contract labour may play an important part in maintaining the security of Council's appointed workforce.

9.3. The parties agree that casuals may be used for the backfilling of any temporary vacancy or for temporary work caused by seasonal factors.

9.4. Council will not use casual employees on an ongoing basis as an alternative to the direct employment of full-time or part-time employees. Provision will be made for regular monitoring through the Works Committee.

9.5. Notwithstanding any other clause of this agreement, the parties agree that any casual employee engaged to perform work for Council on a regular and systematic basis that is continuous for a period exceeding 12 months, shall have the right to have his/her employment converted to full-time or part-time employment with the Council.

This is on the understanding that none of the casual work undertaken to cover the 12 month qualifying period has been to fill an existing vacancy caused through the temporary absence of an employee for the following purposes:

- Parental Leave
- Income Protection Leave
- Workers Compensation
- Annual Leave, Sick Leave or Long Service Leave

Contract Employees

9.6. In addition to Clause 8.7, where additional funding is available, Council may offer fixed term contracts which will contain the following provisions:

- The term of the contract shall be for no less than 3 months and no greater than 12 months.
- The incumbent may terminate the contract by giving the Council a minimum of 2 weeks' notice.
- There shall not be any automatic right to renewal of the contract beyond the termination date.
- Council will give the incumbent a minimum period of 2 months' notice of any decision not to renew their contract.

Where management has decided to continue the position for a further fixed term, the incumbent shall be automatically considered for the position, subject to having performed their duties satisfactorily. Where Council agrees to reappoint the existing incumbent on a further fixed term contract, the minimum 3 month probationary provision will not apply.

The maximum duration for a fixed term contract, inclusive of a renewal provision, will be 2 years.

9.7. The total number of fixed term contracts offered by Council shall not exceed 30% of the total number of budgeted positions referred to in Clause 8.7.

With the Agreement of the Works Committee, this number may be increased for special projects.

The Works Committee will be provided with a list of all fixed term and ongoing positions on a biannual basis for monitoring purposes.

10. HOURS OF WORK

10.1. Both parties recognise the need for more flexible hours of work and agree that in the operation of these flexible working hours, the most important factor will be to ensure that the requirements of effective customer service are maintained. The obligations of employees to ensure customer service are paramount.

10.2. The parties agree that working hours should reflect Council's desire to provide increased accessibility, responsiveness and flexibility in the delivery of services. Working hours for employees will therefore need to be structured on a more flexible basis in accordance with the following guidelines:-

10.3. Span of Ordinary Hours

- Except as provided for in Clause 12, the ordinary hours of work will be 76 hours per fortnight worked Monday to Friday.

- The agreed span of working hours on each of these days shall be between 6.00am and 6.00pm, Monday to Friday over 9 days per fortnight, allowing for a rostered day off per fortnight. 8 days will be between the hours of 7.15am and 4.15pm (8.50 hours per day) and one day will be from 7.15am to 3.45pm (8 hours).

- When a rostered day off (RDO) falls on a Public Holiday, the RDO will be taken on the next available work day.

- When a Public Holiday falls on a work day prior to a RDO, the "short day", i.e. 3.45 pm finish, will transfer to the work day preceding the Public Holiday and the employee will be paid the full payment for the public holiday.

10.4. Accrual and Utilisation of Plus-Time

a) Subject to the provisions of 10.5 (b), normal hours may be changed by mutual agreement between the General Manager City Infrastructure and individual work groups and, where appropriate, individual workers, to allow for normal time to be increased up to 10 hours per day. This will be on the understanding that this arrangement is of no disadvantage to Council or customers.

b) All hours worked in excess of 76 hours each fortnight and up to 90 hours per fortnight, that fall within the span of hours (6.00 am to 6.00 pm, Monday to Friday), will be credited to employees on an hour for hour basis and deducted from future working requirements. Such accumulated "plus-time" can be accrued up to 51.00 hours (six (6) days @ 8.50 hrs) and is to be taken on a basis to be mutually agreed to in advance between the worker and the General Manager City Infrastructure (or delegated authority) with the exceptions of plus-time hours taken under direction as provided for in Clause 10.5(b) – Inclement Weather.

c) The employee has the option to be paid penalty rates or accrue plus time, at the penalty rate, for reactive work as per Clause 11.2.

d) Where an employee is sick or suffers personal injury on an RDO or while taking plus-time, no re-instatement of time will occur.

e) Any Plus-Time accrued with be paid out to the employee upon cessation of employment.

f) This clause will be monitored and reviewed in consultation with the Works Committee.

10.5. Inclement Weather

a) To accommodate inclement weather, each employee is required to accumulate and bank the equivalent of 20.00 hrs by 1 November each year. New employees will be expected to do so within 12 weeks of commencement. Staff considered as essential workers will be exempt from the requirement to accumulate and bank hours.

b) To minimise the adverse impact of anticipated hot weather, the General Manager City Infrastructure may require specified groups of employees to alter their normal working hours by commencing early on days where inclement weather is likely to affect employee Occupational Health, Safety and Welfare and/or operational outcomes.

c) Where practicable during inclement weather, the General Manager City Infrastructure will attempt to provide alternative work for employees which may include training.

When in the opinion of the General Manager City Infrastructure the inclement weather is such as to make a practical return to work unlikely, the employees in a workgroup may:

i. by mutual agreement finish work for that day provided that where any such decision to finish work occurs prior to 12.00noon

ii. be directed to finish work provided that where any such decision to finish occurs after 12.00noon

Employees who work in an air conditioned environment or employees who are required to maintain work deemed "essential", will not be covered by the provisions of this sub clause.

d) If clause 10.5(c) is implemented, staff sent home due to the weather conditions will fund 50% of time lost from their accumulated plus-time and 50% will be funded by Council.

e) Employees who are designated as performing Essential Services and are required to continue work during periods of inclement weather above 37.8 degrees, will receive, in addition to their ordinary pay, accrual of plus time on an hour-for-hour basis for all hours worked under such conditions .This clause will not apply to staff performing emergency call outs, including those on the nominated back up register.

10.6. Flexible Working Arrangements

The Employer acknowledges the positive benefits that flexibility in the workplace can provide to both the Employee and the organisation. The Employer is committed to providing a flexible work environment and flexible workplace options that meet operational requirements.

Flexible working arrangements enable both the individual and organisation's needs be met through making changes to the time (when), location (where) and manner (how) in which an Employee works. Flexibility should be mutually beneficial to both the Employer and Employee.

a) Workplace flexibility options may be instigated by the Employee by application or by the organisation through a change management process.

b) Approval by the Employer for an Employee to participate in a flexible work arrangement will depend on balancing operational requirements and workforce planning needs with providing workplace flexibility and may not be approved if operational requirements are not able to be managed.

c) Each application will be determined based on the merit of the individual case and the individual circumstances of the job role, personal needs and the needs of the organisation at the time of the application and will not be held to apply to any other case or application.

d) The impact on organisational outcomes, service delivery and the community will be considered prior to any other issue and shall be balanced with the needs of the individual where possible.

e) Flexible work arrangements should not interfere with the smooth flow of work within Work Teams, Divisions, and Departments. These arrangements will not result in an unreasonable increase in the workload of other Employees.

f) An employee shall not be disadvantaged with respect to the full range of conditions and opportunities, including professional development and career advancement, as a result of participating in a flexible work arrangement.

g) An employee may apply for a transition to retirement fixed-term part-time contract, which may be for a period of up to three (3) years at the conclusion of which the employment relationship ceases. Transition to retirement will ordinarily be approved where job-sharing arrangements are available and can be accommodated having regard to the provisions of this clause. Where the employer determines that job-sharing arrangements are not available, applications made pursuant to this clause will be assessed and granted at the discretion of the organisation having regard to the provisions of this clause. Applications shall be made to the relevant General Manager who will consider the request having regard to the provisions of this clause and make a recommendation to the CEO. If the arrangement is approved by the CEO, the arrangement shall be formalised through a revised contract of employment.

10.7. Overtime – Directed Work

a) Where the Employer directs an employee to perform work outside their agreed or rostered ordinary hours, for unplanned work / emergency response after the usual finish time, or additional shifts, such work will be paid at overtime rates in accordance with Clause 11 – Penalty Rates. This will apply regardless of whether the hours worked fall within the ordinary span of hours prescribed in this Agreement. This clause does not apply to voluntary shift swaps, agreed roster changes, or other mutually agreed variations to working arrangements.

11. PENALTY RATES

11.1. All authorised work that meets the requirements of this clause will be paid at overtime rates **("Penalty Rates")** as per the Award.

Penalty Rates will only apply:-

a) Where the work is outside the span of working hours, 6.00 am to 6.00 pm, Monday to Friday as per Clause 10.3; or

b) Where the aggregate amount of time worked in a fortnight exceeds 90 hours.

11.2. When an employee is requested to and agrees to work in relation to reactive work, the employee has the option to either be paid penalty rates as per Clause 11.1, or accrue plus time at the relevant penalty rate.

11.3. Penalty rates for public holidays and call-outs remain as per the Award, except as provided for elsewhere in this or other prevailing Agreements.

12. WEEKEND WORK

12.1. The normal days worked will be Monday to Friday excepting where these days are changed by mutual agreement between management and the individual.

12.2. Where these days are changed to include Saturday and/or Sunday, the Saturday and/or Sunday will be paid at ordinary rates.

12.3. However if, additional work is required on either of the two days that have been replaced by Saturday and/or Sunday, additional time worked will be paid at normal weekend penalty rates.

12.4. The parties acknowledge Council's desire to continue to provide weekend work to its own employees, whilst recognising that this needs to be at competitive rates. On this basis, Council gives an undertaking not to contract-out weekend work currently performed by permanent employees provided that the carrying out of such work can be seen to remain competitive from an economic and efficiency point of view.

Any proposal to vary existing arrangements will be dealt with in accordance with the 'Introduction of Change' Clause from the Award.

13. PAYMENT OF WAGES AND ACCIDENT AND ILLNESS PROTECTION

13.1. Payment of all wages for each employee covered by this agreement will be effected through an electronic funds transfer to their nominated bank account.

13.2. Accident and illness cover, is provided to employees covered by this agreement. At the expiry of the agreement Council and staff will be able to determine if they wish to continue with the cover taking into account any changes to cost or cover.

13.3. Income protection will be administered by the City of Salisbury, in accordance with arrangements required by the Local Government Income Protection Fund (LGIPF). The terms of such cover will be made available to staff upon request.

13.4. Where an employee accesses income protection payments, such payment is not a means of salary continuance. Such payments are compensatory payments.

13.5. During a period of absence where such compensatory payments are being made by Council on behalf of the LGIPF, the employee's continuity of service will be preserved. However, there will be no entitlement to accrue annual, personal or long service leave during this period for absence.

13.6. No employee, whose income protection claim has been accepted, will have their employment terminated during the period that the accepted claim is operative, other than for reasons of serious misconduct. Where an employee is unable to return to work after a period of 2 years absence under an income protection claim, Council will consult with the employee and his/her representative(s) before making a determination of whether the employee's employment with the Council will continue or not.

14. TRAINING OF SERVICE AREAS

14.1. The parties are committed to the training and retraining of employees in order to achieve a multi-skilled, flexible and responsive workforce and to provide greater career opportunities and variety of work for employees.

14.2. The focus of such training will be the development of customer responsive systems/processes and the implementation of ongoing workplace change aimed at achieving real and sustainable productivity improvements.

14.3. Management are committed to consulting and engaging employees with respect to training and development opportunities through the staff development and workforce planning processes.

15. STUDY SUPPORT

15.1. The parties agree that the Council has a role in supporting employees undertaking study programs that have direct relevance to improving required work-related skills and enhancing career development. However, it is recognised that the costs of study support, where applicable, are an overhead and form part of the overall unit cost for each service area. Any consideration will not affect employees whose current study support has been approved.

15.2. The criteria for Council assistance will be:

(a) The course of study will have a direct relationship to the employee's current duties or fall within the scope of duties that may be expected as a result of the need to perform alternative duties.

or

(b) The course of study is required as a key component of the current career development of the employee that has been identified by the employee and their service area. Such career development must be consistent with the role and function of Local Government.

15.3. Upon successful application for study support, employees may select one of the following options:

15.3.1. Option One

If the employee selects to undertake approved study outside of Council's normal working hours (as part of a career plan), the Council will refund prescribed course fees in accordance with the Study Assistance Policy.

Refunds of the prescribed amounts are made upon documented evidence of successful course completion as specified by the official course requirements and presentation of official receipts, on a semester by semester basis.

15.3.2. Option Two

If the employee selects to undertake an approved course of study during Council's normal work hours then they may take up to five hours per week of paid work time in order to attend lectures and examinations. There is no payment for course fees if this option is selected.

15.4. Employees may vary the above options selected on a semester-by-semester basis depending on their individual needs and the format and structure of the course. Applications requesting variations from the above mentioned conditions will be assessed on a case by case basis.

16. WORKPLACE REPRESENTATIVES AND EMPLOYEE PARTICIPATION

16.1. Both parties agreed that Workplace Representatives have an important role to play in maintaining effective industrial relations across the workforce. The participation of employees is encouraged and valued by management; the formal mechanism for this process shall be through the Works Committee.

16.2. Elected Workplace Representatives (plus deputies in cases of unavailability) will participate in the Works Committee on the understanding that appropriate representation is being provided for all employees.

17. EMPLOYMENT SECURITY

17.1. The parties agree that the following arrangements shall apply in respect of employment security for permanent employees:

17.1.1. For the period of this Agreement there shall be no forced redundancies.

17.1.2. Natural attrition, voluntary redundancies and redeployment will be the normal means of adjustment in those situations where organisational changes determine that certain positions are no longer required.

17.1.3. Training shall be made available to assist in the redeployment of employees to a changed position.

17.1.4. In the best interest of both parties, management will make every effort to find suitable alternative employment for a redeployed employee.

17.1.5. The LGE Redeployment Management Guide forms Schedule 3.

17.1.6. Separation Package

Any employee whose position is redundant or substantially changed may be offered and choose to accept a separation package, where redeployment in accordance with this clause is not an option or has been exhausted or by agreement, to be calculated on the following basis:-

a) minimum six (6) weeks' notice (or salary in lieu) and two (2) weeks' pay for every year of completed service with the City of Salisbury to a maximum of 104 weeks, and

b) full long service leave and annual leave entitlements.

For the purposes of this clause, the term "salary" will be the Employee's salary inclusive of normal penalties and regular ongoing allowances, including the imputed value of a motor vehicle where a motor vehicle forms part of the Employee's employment package, but exclusive of superannuation and overtime.

Where an Employee has been acting in a higher position for a continuous period of at least 12 months immediately preceding the notice of redundancy, the salary level shall be the Employee's salary in such higher position at that date.

18. ALLOWANCES

18.1. The parties recognise that the payment of separate allowances is incompatible with the spirit of modern work practices and that the abolition of such separate allowances will provide for greater administrative efficiency and equity.

18.2. Accordingly, the following allowances will continue to be absorbed into the base rate:

a) Burning off grass

b) Cleaning public lavatories

c) Handling money on behalf of employer

d) Removal of dead animals

e) Confined spaces

f) Using portable wood chipping machine

g) Fertiliser spreading

h) Height allowance

i) Toxic substances

j) Wet work

k) Meal allowance

l) Driving Licence

m) Driving and towing allowance including;

- crane allowance
- garbage pick-up allowance
- bitumen allowance

n) All travel allowances with the exception of the Building Award travel allowance payable to carpenters and painters in the Building Maintenance Section employed prior to 1998.

18.3. The following allowances and reimbursements will continue to be paid:

- First Aid allowance.
- Motor vehicle reimbursement.

19. SUPERANNUATION

19.1. The parties agree that all employees shall have their choice of superannuation funds. Hostplus (or any subsequent Local Government Industry Fund) will remain the default fund where employees do not advise an alternative superannuation fund for receipt of contributions.

19.2. All new employees will be provided with a standard choice form to enable then to select a fund in accordance with the relevant superannuation legislation. Unless notified otherwise, all contributions will be paid to "Hostplus".

19.3. Employees may only change their choice of fund once every 12 months.

19.4. An employee may elect to have up to a maximum of the difference between the Award salary applicable to their position and the salary applicable under this Agreement paid, each pay period, by the Council into an approved Superannuation Scheme on behalf of the employee.

19.5. Any contribution made by the employer in this way will represent a deemed contribution.

19.6. The parties agree that the introduction of flexible remuneration through salary sacrificing will not result in additional cost to the Council, including Fringe Benefits and Employer Contribution taxes. The employee shall bear the responsibility and costs associated with taxation and any other matters in respect of the salary sacrifice arrangements. This means that contributions made to the Local Government Superannuation Scheme will be adjusted (at the employee's cost) to take into account taxation payable in relation to those contributions.

19.7. An employee can elect to vary the amount of salary sacrifice no more than twice each year, once during each of the months of March and September.

19.8. The employee may elect to withdraw from the salary sacrifice scheme at any time.

19.9. The pre- sacrificing salary shall be the employee's ordinary time earnings as set out in Schedule 1 and the salary for the purposes of other calculations, including annual leave, annual leave loading and long service leave.

20. HIGHER DUTY PAYMENTS

20.1. Where the incumbent of a position is absent or has resigned from the position, higher duties will be offered in accordance with LGE Award provisions, provided a suitably qualified person is available and willing to undertake the duties (or persons where the role is to be shared).

20.2. These obligations will not apply where the General Manager has determined that a vacant role will not be ongoing.

20.3. An employee who accepts an offer to undertake higher duties, in a LGE position, will be paid at the same year level as the incumbent, effective from the start of the period of higher duties.

20.4. An employee who accepts an offer to undertake higher duties in a MOA position will be paid in accordance with the Higher Duties Allowance – Guidelines for MOA Officer Positions, as varied from time to time.

21. CALL OUT ROSTER

21.1. Employees on the Call Out Roster perform an important role in responding to after hour emergencies.

21.2. For the duration of this agreement, new employees, to participate on the call out roster, shall be:

- merit selected, based on their skills, knowledge and abilities to adequately undertake the work requirements
- drawn from employees whose terms and conditions are covered by the Local Government Award

Any employee whose terms and conditions are covered by the Local Government Award may register their interest for a position, through merit selection, upon a vacancy on the call out roster becoming available. The terms and conditions for those on the call out roster will be as set out in the Terms of Agreement for Call Out Officers.

21.3. The call out allowance amounts will be adjusted annually to reflect increases provided for under the terms of this Enterprise Agreement. Superannuation and leave loading entitlements will be paid on the base call out allowance.

21.4. Upon a vacancy on the call out roster becoming available, a base annual call out allowance and public holiday loading will be paid in accordance with Schedule 1 and the employee will be provided with the use of a commuter use vehicle only when rostered on as the primary and backup duties in return for meeting requirements set out in the agreement.

21.5. These amounts will be adjusted annually to reflect increases provided for under the terms of this Enterprise Agreement. Superannuation and leave loading entitlements will be paid on the base call out allowance.

22. TRAINEES AND APPRENTICES

22.1. A suitable structure to accommodate and develop trainees and apprentices can make a significant contribution to ensuring that future business needs of the Department are met.

22.2. The parties recognise that the engagement and development of trainees and apprentices will complement succession planning needs by ensuring a supply of the key skills necessary to maintain a viable and vibrant City Infrastructure Department.

22.3. The parties are therefore committed to ensuring that a suitable complement of trainees and apprentices are engaged to meet future workforce needs. This is on the understanding that trainees and apprentices will be supplementary to the number of ongoing staff indicated elsewhere in this agreement.

22.4. Discussions held at the Works Committee will identify the most suitable location for additional trainees or apprentices and a mechanism for funding these positions from within the City Infrastructure LGE staffing budget.

23. ONGOING VACANT POSITIONS FILLED WITHIN 26 WEEKS

23.1. The parties agree that it is desirable to refill ongoing vacant positions as soon as possible.

23.2. Where there are operational reasons to suspend refilling an ongoing vacant position, the matter shall be referred to the Works Committee with a view to reaching an understanding on the reasons for any delay in refilling the position.

23.3. Failing this, it is the expectation of the parties that any vacant position will be refilled on an ongoing basis within a period of 26 weeks.

23.4. This clause does not apply where a vacancy is due to the temporary absence of an employee or where the General Manager has advised that a position will no longer continue.

24. HEALTH SAFETY AND WELLBEING

24.1. The employer and the employees recognise their legislated and mutual responsibility to ensure, so far as reasonably practical, that all employees have a workplace in which their health, safety and wellbeing is safeguarded from injury and harm.

24.2. The employer is committed to ensuring appropriate health, safety and wellbeing practices are in place in accordance with relevant Occupational Health Safety Wellbeing and Injury Management legislation as amended or replaced.

24.3. Senior Management and the Work Health and Safety Committees will conduct regular reviews of hazards, incident and injury records to identify any issues relating to health, safety and wellbeing that require attention.

24.4. Employees understand requirements to conform to adopted policies and procedures in order to meet the duty of care obligation of not placing themselves or others at risk of injury.

25. RANDOM DRUG AND ALCOHOL TESTING

25.1. The parties are committed to the adoption of procedures that ensure any employee whose performance may be impaired as a result of drug or alcohol use does not endanger their own safety or the safety of any other person in the workplace.

25.2. There is an agreed understanding that the following principles will guide the adoption of policy statements and procedure to achieve this objective:

- A climate of risk is necessary to reduce the effects of alcohol or other drug use in the workplace.

- Random drug testing is the best means by which a climate of risk can most effectively be created. All random testing procedures will be in accordance with the appropriate Australian Standard for workplace drug and alcohol testing.
- Employees who may have a drug or alcohol problem will be encouraged to disclose this to management on a confidential basis to ensure a supportive program of rehabilitation can be arranged.
- Management will ensure that ongoing support is provided to any employee who has a positive test. This will include ensuring that they are required to attend an independent external assessment and based on this assessment, have ongoing counselling or referral to a treatment program if this is required.
- An acceptance that supplementary early interventions strategies such as cause testing and critical incident testing may be necessary where there is reason to believe that drug use or excessive use of alcohol could be impairing the ability of an employee to work safely.
- Whenever a positive test occurs, management will write to the employee outlining the importance of maintaining an alcohol / drug free work environment and requesting the employee to attend professional counselling including an assessment of whether further support is required in respect of a rehabilitation program to overcome any alcohol / drug related problem.

26. LEAVE PROVISIONS

26.1. Personal Leave

An employee (other than casual) is entitled to ten days per annum of paid personal leave. The personal leave entitlement shall accrue at a rate of 1.46 hours for each complete week of service (38 hours) or pro rata for those working part-time.

26.1.1. The accrual of personal leave may be taken as:

a) Sick Leave, for an injury or illness that prevents the employee from attending their normal course of work.

b) Sick Leave may also be utilised to attend appointments associated with the personal wellbeing and health of the employee or a member or their immediate family, or for an unforeseen emergency that prevents the employee from attending their normal course of work.

c) However, it is expected that short term appointments of less than 3 hours duration will be taken through the use of plus time, subject to operational requirements and the approval of the Manager.

d) For employees who are not on plus time or without sufficient accrued plus time to cover the appointment, personal leave can be taken.

e) Carers leave, up to 10 days per annum, as specified in the award, to care for an immediate family member. Additional paid or unpaid carers leave may be requested and approved at the discretion of the manager.

f) As a combination of the above, with no more than 10 days carers leave per annum.

26.1.2. Managers will have discretion to request employees to produce certification evidence, obtained in their own time, either a medical certificate or Statutory declaration, in accordance with provisions set out in the Award, where the number of personal leave/sick leave days taken:

a) In a rolling year (any 12 months period) exceeds five and concerns exist about the legitimacy of leave taken, or

b) is more than 2 consecutive days in a row, or

c) Either side of a weekend, Roster Day Off or Public Holiday

Where an employee experiences a circumstance for which they would normally be eligible for the above leave, whilst on annual leave, and can provide certification of such, the Employee shall be entitled to claim from their Sick Leave provisions, as specified in the relevant Award.

26.1.3. In circumstances where an Employee has exhausted his/her paid carer's leave entitlement he/she is entitled to up to two (2) days unpaid carer's leave for each occasion on which he/she may have otherwise claimed paid carers leave. A casual Employee may also access up to two (2) days unpaid carer's leave, subject to meeting the notice and evidence conditions above.

26.1.4. Unused personal leave will accrue from year to year and cannot be used for any purpose other than the instances defined in this clause.

26.1.5. Employees on an agreed contract, employment plan or performance management plan, are not subject to any conditions in clause 26.1, which contradict the existing agreed plan or contract for the individual.

26.2. **Purchased Leave**

26.2.1. Employees covered by this agreement will be eligible to apply for a maximum of two weeks of additional unpaid leave per year funded by fixed salary deductions, spread evenly over the whole financial year. This allows employees to continue to receive pay during the period(s) of purchased leave.

26.2.2. Generally this leave should be for family commitments, study or travel purposes. Each application will be considered on its merits and will not be automatically granted. Approval will depend upon the ability of the Business Unit to be able to maintain operations for the additional period of leave without incurring costs beyond those budgeted for.

26.2.3. Applications will only be considered where an employee does not have sufficient existing leave entitlements including accrued plus time to cover the period of proposed absence.

26.2.4. Where an employee requests cancellation of their Purchased Leave before the leave has been taken, and this is agreed to, a refund of the pre-paid salary will be paid as a lump sum.

26.2.5. Other guidelines pertaining to the application and management of Purchased Leave will be as set out on the Council Intranet.

26.3. **Compassionate Leave**

26.3.1. An employee shall be entitled on each occasion, to leave without deduction of pay for a period of leave not exceeding two (2) ordinary days' work:

- to spend time with a family member who is suffering from a personal illness or injury that poses a serious threat to that person's life; or
- upon the death of an immediate family or household member.

26.3.2. Proof of such illness/injury or death shall be furnished by the employee to the satisfaction of the employer, if so requested, provided that more favourable terms of leave may be granted by the employer if satisfied in any particular case that the leave authorised by this condition is inadequate.

26.3.3. This clause shall have no operation while the period of entitlement to leave under it coincides with any other period of leave.

26.4. **Family Emergency Leave**

26.4.1. Employees experiencing a Family Emergency situation may request to take up to 5 days paid Family Emergency Leave, per annum, as defined in the Family Emergency Leave Procedure and as amended from time to time.

26.4.2. Employees can access periods of annual or long service leave in conjunction with Family Emergency leave. If an employee has exhausted all available leave entitlements, he or she may request unpaid leave.

26.4.3. No adverse action will be taken again an employee if their attendance or performance at work suffers as a result of experiencing family violence.

26.5. **Parental Leave**

26.5.1. Eligibility

Subject to the terms and conditions of this clause, all full-time, part-time and fixed-term contract employees are entitled to the entitlements listed under basic entitlements.

26.5.2. The entitlements for fixed-term contract staff under this clause cease from the date of termination of the fixed-term contract, unless the employee is re-employed on a permanent basis or further fixed-term contract.

Definition

For the purpose of this clause the following definition will apply:

- "Child" means a child of the employee under the age of five (5) years. In the case of adoption, "child" excludes a child or step-child of the employee or of the spouse of the employee or a child who has previously lived continuously with the employee for a period of six months or more.
- "Spouse" includes a de facto, same sex partner or former spouse.

26.6. Basic Entitlements

26.6.1. Maternity and Adoption Leave – Unpaid

After twelve (12) months continuous service, an employee who becomes pregnant or adopts a child is entitled to up to fifty two (52) weeks unpaid parenting leave. This leave is inclusive of any period of paid maternity leave.

26.6.2. Paid Maternity and Adoption Leave

- An employee who has worked for the City of Salisbury on a continuous basis for twelve (12) months or more prior to the expected date of birth or adoption shall be entitled to twelve (12) weeks at 100% of their ordinary rate of pay.
- Normal incremental advancement within salary classifications shall continue during periods of paid maternity leave taken under this clause.
- Employees may access paid maternity or adoption leave entitlements at half pay where requested by an employee and approved by the supervisor.
- For part-time employees, the paid portion of the leave will be at the proportional pro-rata rate of pay.

26.6.3. Extended Parental Leave

An employee who is eligible for unpaid parental leave as set out in sub-clause 26.5.1 has the right to request a further period of up to 12 months' unpaid parental leave, such that the total period of parental leave (including paid parental leave and unpaid parental leave) will not exceed 104 weeks.

Where the Employee has requested the Employer to extend the period of unpaid parental leave for an additional period beyond the entitlement to 52 weeks, the Employee shall not have an automatic right to return to the Employee's substantive position at the completion of the period of parental leave. The CEO may exercise the discretion to return the Employee to a position with similar duties and at the same classification level held before the Employee commenced parental leave.

26.7. Partner or Parenting Leave

26.7.1. A full-time, part-time and fixed-term employee, who submits a certificate from a registered medical practitioner of their partner's pregnancy, or who provides evidence of adoption or guardianship, shall be entitled to access ten (10) working days of paid partner leave, where available, for the purposes of:

- Supporting a partner prior to, or after, the expected date of birth or adoption of a child
- Assuming legal guardianship of their grandchild under the age of five (5)

26.7.2. Partner leave is parental leave taken for the purpose of supporting the Employee's spouse prior to or after the birth or adoption of a child, and is the only parental leave that may be taken simultaneously with parental leave taken by the Employee's spouse.

26.7.3. A long term casual Employee who is eligible for unpaid parental leave is entitled to access two (2) weeks of unpaid partner leave.

26.7.4. An Employee may request to extend the duration of partner leave to a maximum of eight (8) weeks. Any leave taken in excess of the leave specified in sub-clause 26.6.1 and 26.6.2 will be unpaid.

26.7.5. The entire period of partner leave must be taken in a single continuous period and, in the case of paid partner leave, is not available at half pay.

26.8. Special Maternity and Adoption Leave

26.8.1. If maternity, partner, or adoption leave has commenced, or has been applied for and not commenced and:

a) In the case of maternity leave, the pregnancy of the employee terminates after 28 weeks other than by the birth of a child; or

b) The employee's child dies during the period that the employee is on leave; or

c) In the case of adoption leave, the child dies during the period that the employee is on leave.

The employee shall be entitled to their full period of paid leave, as initially approved by the supervisor.

26.8.2. Further unpaid special maternity, partner or adoption leave may be granted to the employee, subject to managerial determination on a case-by-case basis.

26.9. Managing Risks Associated with Pregnancy

26.9.1. Where an Employee is pregnant and, in the opinion of a registered medical practitioner, illness or risks arising from the pregnancy or hazards connected with the work assigned to the Employee make it inadvisable for the Employee to continue working under the same conditions, the Employer will make every effort to transfer the Employee to a safe job, on the same pay and conditions, until the commencement of maternity leave.

26.9.2. If the Employer is unable to transfer the Employee to a safe job, the Employee may take paid leave immediately, at the rate the Employee would reasonably have expected to be paid by the Employer, for a period ending at the earliest of whichever of the following times is applicable:

a) the end of the period stated in the medical certificate;

b) if the Employee's pregnancy results in the birth of a child; the end of the day before the date of birth;

c) if the Employee's pregnancy terminates (i.e. where the unborn child does not survive or is stillborn) before the end of the pregnancy.

26.8.3 A pregnant employee may work part-time for one (1) or more periods while she is pregnant, where part-time employment is necessary or desirable based on medical evidence.

26.10. Statutory Paid Parental Leave (PPL) Scheme

This agreement will be taken not to limit or preclude the application of the Federal Government PPL Scheme in accordance with its terms, as amended or replaced.

In order to efficiently administer paid parental leave entitlements to eligible staff, City of Salisbury paid maternity or adoption entitlements, will commence from the first date of approved maternity (generally 6 weeks prior to the expected birth of the child).

Federal PPL entitlements will be paid to eligible staff as specified by the relevant Governing bodies and may overlap any City of Salisbury entitlements.

26.11. Resumption of Duty

An Employee is required to provide at least six (6) weeks' notice of their intention to return to work from parental leave.

Where an Employee who has given birth elects to return to work within six (6) weeks after the birth of the child, the Employer may require the Employee to provide a medical certificate stating that she is fit to resume work on her normal duties.

An Employee who returns to work after absence on parental leave will, unless otherwise agreed by the Employee, return to the substantive position which the Employee occupied prior to such leave.

In the event that the position an Employee occupied prior to parental leave is not available due to reorganisation of the work unit, the Employee will be appointed to a position equivalent in status and pay rate to the position formerly occupied.

An Employee may negotiate a return to work on a part-time basis in accordance with Clause 4.2.3 – Part-Time Employment of the LGE Award. The request will be considered in line with the operational requirements of the business unit.

In the case where an Employee is transferred to a safe job pursuant to clause 26.8, the Employee will be entitled to return to the substantive position they held immediately before such transfer.

26.12. Notification Requirements

All notification requirements, other administrative matters and interpretations will be in accordance with LGE Award Provisions.

26.13 **Long Service Leave**

Employees should not allow their Long Service Leave entitlement to accumulate beyond a maximum of 15 weeks.

Every application for leave should be submitted as soon as practicable, through the standard process.

26.14 **Grace Days**

The City of Salisbury maintains operations over the Christmas/New Year period as set out in Clause 31. The Employer will provide up to three (3) Grace days to full-time employees during this period. These days are provided in addition to other leave entitlements.

Grace days for part-time employees will be provided on a pro-rata basis, reflecting their ordinary hours of work on the relevant day. Casual employees are not entitled to grace days.

Where an employee is required to work on a designated grace day, they will be paid their applicable rate of pay and will be entitled to equivalent paid time off in lieu (based on their ordinary hours for that day). Such leave will be taken at a mutually agreed time with the relevant Manager or delegate and should be taken by 30 April of that year, unless otherwise agreed due to exceptional circumstances.

For the purposes of this clause, exceptional circumstances may include operational requirements, illness, or approved leave preventing the employee from accessing the time off within the specified period.

Employees who are on leave and not available for duty during a designated grace day (including personal leave, long service leave, parental leave, or unpaid leave) will not be entitled to a grace day or time in lieu.

Grace days are non-cumulative and do not attract leave loading. Any untaken grace day entitlement will be forfeited if not taken within the specified timeframe, unless otherwise agreed.

The Employer will advise employees in writing by 1 October each year of the designated grace days, expected closures, operating hours, and minimum staffing requirements for the Christmas/New Year period. The Employer will make reasonable efforts to ensure consistency of operating hours across the organisation.

27. CLASSIFICATION STRUCTURE

27.1. The current classification structure is provided in Schedule 2.

27.2. The classification structure will be monitored through the works committee. Further changes to the classification structure may be undertaken by agreement and Memorandum of Understanding between the City of Salisbury and Australian Workers Union (AWU).

28. DISCIPLINARY PROCEDURE

28.1. During the term of this agreement, the employer will review the disciplinary procedure in consultation with employees through the Works Committee. The revised procedure will include the following principle:

- Where a written warning has been issued that is not a final warning, that warning will remain active for a period of up to two years. This means it will be taken into consideration to determine what level of disciplinary action will apply for a further breach of the expected standard of conduct or work performance.

- At the expiry of the two year period, the warning will be deemed as no longer active; however it will still remain as a record on the employee's employment file.

- For the purpose of this clause, no longer active means that the warning will not be used as a basis to escalate a further warning on the same matter(s) to the next level of the disciplinary process after the expiry of the two year period.

29. NO FURTHER CLAIMS

29.1. The Employees and the Union undertake that during the period of operation of this Agreement there shall be no further wage increase sought, or granted, except for those provided under the terms of this Agreement.

29.2. This Enterprise Agreement shall not preclude increases granted by a State Wage Case for economic adjustment purposes from being accessed by those covered by this Agreement. Such State Wage Case decisions must clearly determine that any such increases are in addition to Enterprise Bargaining increases.

29.3. This Enterprise Agreement shall not operate to cause an employee to suffer a reduction in ordinary time earnings, or departures from the Standards of the South Australian Employment Tribunal (SAET) with regard to hours of work, annual leave with loading or long service leave with pay.

30. DISPUTE RESOLUTION PROCEDURE

30.1. The purpose of this procedure is to provide all parties to this Agreement with a system to discuss and resolve all matters of grievance and dispute.

The Employer and Employees agree to use all stages in the Dispute Settlement Procedure to ensure that all issues receive prompt attention and are resolved if possible, by conciliation at the Enterprise level.

During the implementation of the Dispute Resolution Procedure, work within the Council will proceed without stoppage or the imposition of any bans, work limitations or restrictions. The provisions of the Work Health and Safety Act 2012 apply independently of this clause.

At each stage of this procedure a record should be made of the time and date of discussions and relevant outcomes. Such records should be signed off as accurate by the employee/s and management.

30.1.1. Stage One

The employee/s and/or chosen employee representative will contact the relevant manager notifying him/her that a dispute exists and attempt to settle the issue at that level.

30.1.2. Stage Two

If the issue is not settled at Stage One, the employee/s and, if requested, a representative of the employee's choice will meet with their Manager, the Manager Business Excellence (or nominee) and the relevant General Manager. Where possible, the process set out in Stage Two, should occur within ten (10) working days of the issue being raised to ensure its expedient resolution.

30.1.3. Stage Three

If the matter cannot be resolved following Stage Two, the matter in dispute shall be jointly or individually referred to the South Australian Employment Tribunal (SAET) for conciliation, or if unsuccessful, for arbitration.

The parties agree that where a dispute has been referred to SAET under the terms of this clause, the determination arrived at by the SAET will be accepted as binding on both parties.

31. CHRISTMAS/NEW YEAR PERIOD

31.1. The Manager Field Services or delegate will announce to employees in writing by 1 October annually, the expected closures, operating hours and minimum Employee requirements to maintain the Council's operations for the Christmas/New Year period.

31.2. The City of Salisbury maintains operations over this period where required to meet the needs of the community. Endeavours will be made to accommodate the wishes of those Employees who wish to take leave over that period, and those who prefer to work.

Arrangements for rostering and the taking of leave over the Christmas/New Year period will be implemented in consultation with Employees. Consultation will be facilitated through the Works Committee in order to provide a framework for implementation of this clause, and further consultation will occur with individual work groups as required.

Rosters and leave arrangements for the Christmas/New Year period will be communicated to Employees no later than 1 October each year.

Any Employee who is required to take leave over the Christmas/New Year period will be allowed access to annual leave, long service leave, plustime and/or time off in lieu at his/her discretion, subject to the conditions applicable for the relevant leave type.

An Employee who commences employment with the City of Salisbury on or after 1 October in a given year and who is required to take leave prior to 31 December in the same year will be granted annual leave in advance if he/she has insufficient leave and/or plustime accrued.

32. EMERGENCY RESPONSE STANDBY ALLOWANCE

32.1. The intent of this clause is to provide an adequate standby allowance to recognise the restriction placed on employees who make themselves available to respond to storm or emergency events outside ordinary working hours.

32.2. Council may, by decision and with advance notice, establish a paid standby roster for specified service areas where operationally required to respond to urgent or emergency events.

32.3. Participation in a standby roster will be by agreement, or by appointment following consultation, and will apply only to employees assessed as having the required skills, licences and competencies.

32.4. A standby period is a defined as a rostered period of up to twelve (12) hours to which the employee is required to remain available and contactable to attend work if required. The relevant Manager to determine and notify the commencement and end time for each Standby period.

32.5. Standby periods may include:

- weekday standby periods (Monday to Friday, excluding public holidays); and
- weekend and public holiday standby periods.

32.6. Employees rostered on standby will receive a flat standby allowance for each standby period as follows:

- a flat standby allowance for each weekday standby period; and
- a higher flat standby allowance for each weekend or public holiday standby period.

The standby rates are provide din Schedule 1 and adjusted each year by the salary increments.

32.7. The applicable standby allowance will be paid for each rostered standby period, as is payable regardless of if required to attend work.

32.8. The standby roster, including the identity of employees and the defined standby periods, will be published in advance.

32.9. Where an employee rostered on standby is required to attend work, all time worked will be paid at the applicable penalty rate in accordance the Award.

32.10. Council will manage standby arrangements having regard to employee fatigue, health and safety, reasonable personal circumstances, prior hours worked, and the need to ensure that standby arrangements remain reasonable and sustainable.

32.11. Standby arrangements under this clause are separate from, and do not replace, Call Out Roster arrangements under Clause 21 unless otherwise agreed.

32.12. Nothing in this clause applies to ad-hoc or un-rostered requests for overtime, including where employees are contacted during storm or emergency events and asked whether they are available to perform additional work. In such circumstances, employees are under no obligation to be available unless they are rostered on paid standby in accordance with this clause.

33. SALARY ADJUSTMENTS

33.1 Salary adjustments (Schedule 1) over the twenty four month period of this agreement will be as follows:

a) An increase of 5% for all employees who are employed under this agreement at the commencement date payable from the first full pay period on or after 1 July 2026.

b) A further increase of 4% payable from the first full pay period on or after 1 July 2027.

SIGNATORIES

This agreement is made at Salisbury

Dated this the 14th Day of October

Signed for and on behalf of

The City of Salisbury

.....

Chief Executive Officer

in the presence of:

.....

Witness

Signed for and on behalf of

Amalgamated AWU (SA) State Union

.....

Branch Secretary

in the presence of:

.....

Witness

Schedule 1 -LGE Salary Schedule

New Grade	Year	Salary as at July 2025	**Salary as at July 2026 (5%)**	**Salary as at July 2027 (4%)**
Grade 1	Year 1	$ 73,850	**$ 77,543**	**$ 80,644**
Grade 1	Year 2	$ 75,138	**$ 78,895**	**$ 82,051**
Grade 1	Year 3	$ 77,122	**$ 80,978**	**$ 84,217**
Grade 2	Year 1	$ 77,832	**$ 81,724**	**$ 84,993**
Grade 2	Year 2	$ 78,627	**$ 82,558**	**$ 85,861**
Grade 2	Year 3	$ 79,440	**$ 83,412**	**$ 86,748**
Grade 3	Year 1	$ 83,354	**$ 87,522**	**$ 91,023**
Grade 3	Year 2	$ 84,446	**$ 88,668**	**$ 92,215**
Grade 3	Year 3	$ 85,538	**$ 89,815**	**$ 93,407**
Grade 4	Year 1	$ 87,723	**$ 92,109**	**$ 95,794**
Grade 4	Year 2	$ 88,815	**$ 93,256**	**$ 96,986**
Grade 4	Year 3	$ 89,907	**$ 94,402**	**$ 98,178**
Technical / Declared Trade		$ 82,041	**$ 86,143**	**$ 89,589**
Technical / Declared Trade	Mechanic	$ 86,302	**$ 90,617**	**$ 94,242**

	as at July 2025	**as at July 2026**	**as at July 2027**
Call Out Allowance	$ 12,940.05	$ 13,587.05	$ 14,130.53
Public Holiday Loading	$ 180.68	$ 189.71	$ 197.30

Weekday Standby Rate (per shift - outside normal hours)	$ 60.00	$ 62.40
Weekend / Public Holiday Standby Rate (per shift)	$ 110.00	$ 114.40

Schedule 2 Classification Descriptions

Grade 1

Entry level roles without relevant/applicable Certificate 3 Qualifications for the position. In the case of Cleansing & Waste Team Member – entry level without the requirement to operate Street Sweepers (there is no relevant Cert 3 for this function).

Indicative roles:

Turf & Irrigation Team Member	without relevant Cert 3 qualifications
Reserve Maintenance/Turf & Irrigation Team Member	without relevant Cert 3 qualifications
Native Landscapes Team Member	without relevant Cert 3 qualifications
Wetlands Team Member	without relevant Cert 3 qualifications
Arboriculture Team Member	without relevant Cert 3 qualifications
Feature Landscape Team Member	without relevant Cert 3 qualifications
Tree Planting Team Member	without relevant Cert 3 qualifications
Reserve Maintenance Team Member	without relevant Cert 3 qualifications
Cleansing & Waste Team Member	without Sweeper Operations
Civil Maintenance Team Member	without relevant Cert 3 qualifications
Drainage Maintenance Team Member	without relevant Cert 3 qualifications

Grade 2

Relevant Criteria – relevant/applicable Certificate 3 Qualifications for the position; or Cleansing & Waste Team Member with requirement to operate Street Sweepers; or Structures Team Member that is trained and undertakes level 2 playground inspections.

Indicative roles:

Reserve Maintenance / Turf & Irrigation Team Member (cricket wickets)	
Turf & Irrigation Team Member	with relevant Cert 3 qualifications
Pest & Weed Control Team Member	
Native Landscapes Team Member	with relevant Cert 3 qualifications
Wetlands Team Member	with relevant Cert 3 qualifications
Arboriculture Team Member	with relevant Cert 3 qualifications
Feature Landscape Team Member	with relevant Cert 3 qualifications
Tree Planting Team Member	with relevant Cert 3 qualifications
Structures Team Member	trained in playground inspections level 2
Structures Team Member - Plant Operator	trained in playground inspections level 2
Reserve Maintenance Team Member	with relevant Cert 3 qualifications
Cleansing & Waste Team Member	with Sweeper Operations
Civil Maintenance Team Member	with relevant Cert 3 qualifications (for Rapid Response - Hort or Civil)
Drainage Maintenance Team Member	with relevant Cert 3 qualifications

Building Maintenance Team Member - Painter	
Assistant Store Person	
Reserve Maintenance/Turf & Irrigation Team Member	with relevant Cert 3 qualifications
Weekend Roster Position	

Grade 3

Criteria - Leading worker position that has less than or equal to 7 direct reports. These positions are generally a single work team and require a lower level of work planning/scheduling

Indicative roles:

Leading Worker Cemetery
Leading Worker Structures
Leading Worker Wetlands
Leading Worker Native Landscapes
Leading Worker Arboriculture
Leading Worker Feature Landscape
Leading Worker Tree Planting
Leading Worker Drainage Maintenance
Leading Worker Cleansing & Waste
Leading Worker Civil Maintenance
Leading Worker Rapid Response

Grade 4

Criteria - Leading worker position that has more than 7 direct reports. These positions generally look after multiple work teams and require a higher level of work planning/scheduling

Indicative roles:

Leading Worker Building Maintenance
Leading Worker Turf & Irrigation
Leading Worker Reserve Maintenance
Storeperson

Technical Roles and Specific Declared Trade Positions

Criteria - requires relevant/applicable declared trade qualifications

Technical / Declared Trade 1

Indicative roles:

Structures Team Member - Trade	Required Trade qualification to undertake role
Building Maintenance Team Member - Electrician	Required Trade qualification to undertake role
Building Maintenance Team Member - Carpenter	Required Trade qualification to undertake role
Workshop Team Member (Mechanic)	Required Trade qualification to undertake role
Turf & Irrigation Team Member (Technical Support)	

Technical / Declared Trade 2

Indicative roles:

Workshop Team Member (Mechanic)	Required Trade qualification to undertake role

Schedule 3

LGE Redeployment Management Guide

Context

From time to time redeployment is required to relocate employees whose positions are no longer required due to a shift in priorities or service demand.

While negotiated agreements provide a safety net of obligations to be met, this document provides a charter of the principles and procedure that will be used to guide overall administration of the redeployment process.

Underpinning this guide is recognition of the need for strategic alignment with the City Plan Key Directions. In particular there is a need to develop strong capability and commitment to continually improve Council's performance.

Redeployment Obligations

In addressing surplus workforce resources, the employer will meet all obligations under the industrial agreements, acknowledging that the primary aim is to place redeployed employees into a position of equal classification and status commensurate with their pre-redeployment position.

Associated considerations will be:

- To acknowledge redeployment as a means of maintaining workforce capabilities of the organisation
- To treat all employees engaged in the redeployment process fairly, with honesty, respect and consideration and retain skilled, valued and loyal employees
- To provide reasonable training to re-skill the employee to meet potential vacancies within the organisation at the same level

Principles

1. It is recognised employees are subject to redeployment due to circumstances beyond their control
2. Redeployment will occur within the existing staffing establishment whenever possible. Any position additional to staffing establishment will require CEO approval.
3. Employees will receive communication and information to assist them in making informed choices from the available options
4. Where a suitable skills match with an employee has been identified for an existing vacancy, at the same level or lower, a redeployed employee may be offered a transfer into this role without the need for the position to be advertised for merit selection
5. Thorough consultation with the new supervisor and re-deployee will occur to ensure sound placement. Opportunity to review and adjust the placement if required may occur through consultation with the People and Culture Team
6. Where a re-deployee would like to be considered for a vacancy at a level higher than their substantive role, this position will need to be earned through the standard recruitment process

Redeployment Process

The redeployment process commences after a letter has been provided to the employee advising that their current position is redundant.

There may be occasions where an employment contract indicates that the employer shall, in consultation with the employee, be entitled to vary the responsibilities and title of the employee's position, provided that the revised responsibilities are commensurate with the skills and competencies of the incumbent. In this instance, the employee is not "redeployed" in accordance with these Guidelines. In this instance, the employee will maintain the same classification level and wages. However, the employer will conduct a review of physical capacity and competency to ensure the revised responsibilities are commensurate with the physical capacity, skills and competencies of the

incumbent. Training will be provided to meet the required competencies for the revised responsibilities. If necessary, a Functional Capacity Assessment will be conducted to ensure physical capacity for the revised responsibilities.

The redeployment process is completed after the final review of physical capacity and competency, at the latest at six months. The employee will maintain their current salary until the end of review period. If redeployed to an alternative job with a lower classification level, the employee shall maintain their current salary for a period of 12 months beyond the six month review period.

At the end of the 12 month period, the salary level for the employee will be frozen until such time as the salary increases application to the redeployment position matches that of the redeployed employee.

In the best interests of both parties, the employer will make every effort to find an alternative position for the redeployed employee, commensurate with their classification.

Redeployment Approach

1. Upon the decision to seek redeployment, a representative from People and Culture will consult with Divisions which a re-deployee may move into and the employee and develop a redeployment plan, recording:
    a) Skills, knowledge and attributes
    b) Areas of interest and career goals
    c) Opportunities for training and development
    d) Preferred working conditions including hours of work for consideration

This will involve review of the employee's physical capacity, training history, past employment and review of the competency framework (for field employees). The aim is to identify transferrable skills, knowledge and attributes that will provide a basis for a new role.

The employee will be offered to have a workplace support person attend all meetings.

2. People and Culture shall concurrently undertake research to:
    a) Survey current and potential vacancies of ongoing positions; and
    b) Current ongoing positions being filled on a temporary basis.

3. People and Culture will engage with management to assess operational requirements for additional employee resourcing from within their budget

4. Where a potential suitable match is found, People and Culture will engage the employee and supervisor to complete the individual redeployment plan, to include:
    - Review of Job expectations and Job Description
    - Training and development requirements
    - Any physical requirements of the potential role (this may require a Functional Capacity Assessment to be completed to determine if the role is suitable alternative employment). The Functional Capacity Assessment will assess capacity and recommend a plan to address any capacity gaps.
    - An Induction plan.

5. The employee shall be redeployed into the position with review at six weeks, three months and six months to assess physical capacity and competency.

6. Should a match not be found, aligned to the employee's skills, knowledge and attributes, People and Culture will engage with management to identify all remaining vacancies within which the employee may be placed. This may involve a period of training where there is not a close match to the role.

The organisation will seek expressions of interest to identify any other employee who may be seeking a transfer to a vacant role, and consideration will be given to transfer of that employee, to create

another vacancy matched to the redeployed employee's skills, knowledge and attributes. This may involve re-training of either employee.

Suitable Alternative Employment

A position will be regarded as suitable alternative employment when:

- The suitable alternative employment position is at the same classification level or one level below the employee's previous position, with comparable terms of employment, taking into consideration hours of work; and
- The employee may reasonably be expected to acquire any knowledge or skill difference within six months; and
- The employee has physical capacity to undertake the requirements of the role.

Where the suitable alternative employment is one level below, the employee shall maintain their current salary for a period of 12 months following the end of the redeployment review period. At the end of this period, the salary level for the employee will be frozen until such time as the salary increases applicable to the redeployment position matches that of the redeployed employee.

Where there is a dispute as to whether it is suitable alternative employment, in particular in relation to whether the employee can acquire the required skills and knowledge in the six month period, the matter will be referred for independent review by an agreed training and development provider, to provide information for consideration.

Where there is a dispute in relation to physical capacity, an agreed external service provider will be engaged to complete an assessment that will be used to determine suitable alternative employment.

Re-training

- Where a skills or knowledge gap has been identified for a role that is a close match at the same level or below, the Learning and Development Coordinator will be engaged to develop a training program to address the gap.
- It is anticipated that training / re-training would be achieved within a six month period. Reviews will be conducted at six weeks, three months and six months.
- Approval for training costs is provided by the originating General Manager.

Re-employment

The City of Salisbury shall not re-employ any person, in any form of employment, including contract work, whom has received a Separation Package, within a 12 month period of their last day of employment with the organisation.

Notes:

- To maintain motivation, intrinsic value for the employee and effectiveness for the organisation, employees may be placed in temporary positions while the redeployment approach is being administered. The employee shall maintain their current salary during this period.
- It is the intention the employee shall not be in temporary roles for a sustained period. Notwithstanding, where vacancies are unavailable the organisation reserves the right to maintain employees in a temporary role until an ongoing position, meeting the obligations of redeployment, becomes available.
- In the circumstance where a role cannot be confirmed and a temporary role is offered, the employee may negotiate leave by agreement as a preference.
- In such circumstances, People and Culture shall meet with the employee regularly to ensure communication with, and welfare of the employee is maintained.
- Where more than one employee is closely aligned to a position at any point in time, priority shall be given to skills, knowledge, ability, level of motivation for the role, and previous performance as recorded in the Performance and Development Plan, and other personnel records as assessed by a panel consisting of the CEO, a representative from People and Culture and the reporting manager.

- The process of matching shall be clearly explained, premised on workforce planning principles, so that an understanding is reached (by employees) on the principles which will guide placements into vacant roles
- Employees may apply for any other advertised positions within the organisation during the redeployment process
- Should disagreement between parties arise during the redeployment process, final decision on placement shall be sought from the CEO. The final decision shall be made without prejudice, aligned to the best outcome for the business and organisation. If there is a dispute relating to the decision of the CEO, then the Enterprise Agreement Dispute Resolution Procedure Stage 3 where the matter in dispute may be referred to the South Australian Employment Tribunal (SAET).