

# THE BAROSSA COUNCIL ENTERPRISE AGREEMENT 2013

File No. 05854/2013B

**This Agreement shall come into force on and from 3 December 2013 and have a life extending until 29 October 2016.**

THE COMMISSION HEREBY APPROVES THIS  
ENTERPRISE AGREEMENT PURSUANT TO SECTION 79  
OF THE FAIR WORK ACT 1994.

DATED 3 DECEMBER 2013.



A handwritten signature in black ink, appearing to read "Lara Douthett".

COMMISSION MEMBER



## ENTERPRISE AGREEMENT 2013



*Our Vision*  
*heritage, lifestyle, opportunity, prosperity*



## ENTERPRISE AGREEMENT 2013

### CLAUSE 1 TITLE

This Agreement shall be known as The Barossa Council Enterprise Agreement 2013

### CLAUSE 2 ARRANGEMENT

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### **CLAUSE 3      DEFINITIONS**

"Agreement" means The Barossa Council Enterprise Agreement 2013.

"Award" means the South Australian Municipal Salaried Officers Award.

"Consultation" is a process which will have regard to Employees' interests in the formulation of plans which have a direct impact on them. It provides Employees with the opportunity to have their viewpoints heard and taken into account prior to a final decision being made. Consultation allows for decisions to be made giving due regard to matters raised by Employees.

"Council" means The Barossa Council.

"Employee" means an Employee of the Council who performs work covered by this Agreement and the Award.

"Employer" means The Barossa Council.

"Management System" means the framework of policy, processes, systems or other instruments that the organisation uses to achieve its strategic goals.

"Salary" for the purpose of salary maintenance and Voluntary Separation Packages contained in Sub-Clauses 11.5 and 11.6, 'salary' shall mean total income including superannuation payment, use of vehicle, regular overtime. Provided, however, in special circumstances the determination of salary for these purposes may be negotiated between Council, the Union and the officer concerned.

"Union" means the Amalgamated ASU (SA) State Union known as the Australian Services Union (ASU).

"Workplace Representative" shall mean a representative appointed by Employees which may also include an ASU member or members elected by the membership from the membership appointed under the rules of the Union. The role of a Workplace Representative is to effectively represent the interests of Employees.

### **CLAUSE 4      PARTIES BOUND**

This Agreement will be binding upon The Barossa Council and those Employees employed by the Council pursuant to the Award.

### **CLAUSE 5      PERIOD OF OPERATION**

This Agreement shall commence operation from the later of the 27 October 2013 or the date of certification by the South Australian Industrial Relations Commission and remain in force until 29 October 2016.

### **CLAUSE 6      RELATIONSHIP TO CURRENT AWARD & PREVIOUS AGREEMENTS**

6.1 This Agreement shall be read in conjunction with the South Australian Municipal Salaried Officers Award (as amended) and where inconsistent with the Award, the terms of this Agreement shall prevail to the extent of the inconsistency.

6.2 This Agreement supersedes all previous certified agreements and enterprise agreements.

## **CLAUSE 7      COMMITMENT TO COLLECTIVE BARGAINING**

Council is committed, during the life of this Agreement and in its re-negotiation, to bargain collectively with the parties to this Agreement in respect of Employees whose terms and conditions have traditionally been covered by the Award. The terms and conditions of that Award and this Agreement shall apply to new Employees as they do to current Employees.

## **CLAUSE 8      CONSULTATIVE MECHANISM**

8.1 The parties agree that a formal structure within the workplace for communication, consultation and negotiation can assist in ensuring sound industrial relations at the workplace. Accordingly, the parties recognise that the following consultative structures are appropriate.

8.2 Enterprise Bargaining Negotiating Committee

8.2.1 An Enterprise Bargaining Negotiating Committee comprising an agreed number of Employer and Employee representatives shall formulate an Enterprise Agreement acceptable to all parties. Employee representatives shall consult with and represent the interests of all Employees covered by the Agreement.

8.2.2 Upon conclusion of the Enterprise Bargaining Agreement negotiations, the Enterprise Bargaining Negotiating Committee Employee Representatives shall meet with Management on a needs basis to consider the implementation or any disputes arising as a result of the implementation of the Agreement.

8.3 Workplace Representatives

8.3.1 There will be a maximum of four Workplace Representatives who shall be nominated and voted upon by the representative workgroups and shall include at least one ASU member. Workplace Representatives will consult with and represent the interests of all Employees during communication, consultation and negotiation with Council on general human resource and industrial issues affecting individuals or groups of Employees.

8.3.2 The Workplace Representative/s shall keep the Chief Executive Officer informed of its membership and agreed operational details with the Chief Executive Officer and Managers. Management shall direct, where appropriate, relevant human resource/industrial issues to Workplace Representatives.

8.3.3 Council will recognise the role of the Workplace Representatives who shall be permitted to devote a reasonable amount of time to discuss allowable matters with full time officers of the Union or Employees.

8.3.4 Individual Employees will have the right to call on a Workplace Representative to assist them or advocate on their behalf in their dealings with Management.

8.3.5 Workplace Representatives may request, on a case by case basis, to be informed of the nature of employment for any vacant or new position.

#### 8.4 Industrial Relations Training Leave

Council recognises that training is an important factor if Workplace Representatives are to operate effectively. Accordingly, Workplace Representatives shall be allowed up to a maximum of five days training in the first year, as a representative and a maximum of two days per year in subsequent years, provided reasonable notice is given to Council of the date of commencement of the training course, including an agenda with the times on which the course is to be conducted.

Industrial Relations Training Leave shall be granted provided that Council is able to make adequate staffing arrangements during the period of such leave and will be allocated as part of the individual Employee's training and personal development plan and expended from the individual's training budget allocation.

#### 8.5 Union Officer's Access to Workplace

8.5.1 For the purpose of ensuring observance of the terms and conditions of the Award and the Enterprise Agreement an officer of The Australian Services Union authorised in writing by the Secretary of the Union may, at any time during ordinary working hours, enter Council premises in which work to which this Agreement applies is being carried on, to inspect any time wages work books and relevant documents and interview any Employee, being a member or persons eligible to be members of his/her organisation, on those premises, subject to the following conditions as well as to the relevant provisions of 8.5.2 hereof:

8.5.1.1 that he/she does not hinder or obstruct any Employee of the Council concerned in the performance of his/her work during working time;

8.5.1.2 that he/she does not exercise this right of entry for the purpose of 8.5.1, in respect of the same enquiry, more often than once a month on the premises of the Council unless he/she has first obtained specific further authorisation to pursue that enquiry.

8.5.2 The following general provisions shall apply to the right of entry of Union officers to the premises of the Employer under this Agreement:

8.5.2.1 Wherever it is practicable, the officer authorised pursuant to 8.5.1 hereof shall give notice, on the working day before, to the Council of the approximate time of his/her visit and in general terms, of its purpose; provided that this provision shall not apply where the purpose of such visit would be nullified by the giving of such notice.

8.5.2.2 Where requested by the Chief Executive Officer, the officer shall produce his/her authority to the Chief Executive Officer or such other person as has been nominated by the Council's Chief Executive Officer.

8.5.2.3 The Chief Executive Officer shall afford all reasonable assistance, including a suitable place or places for interviewing, to any officer exercising his/her right of entry in accordance with this Clause; and such officer shall cooperate reasonably and so far as is practicable with the Council and its officers in the conduct of any enquiry pursuant to 8.5.1.

## CLAUSE 9 OBJECTIVES OF AGREEMENT

### 9.1 Primary Objectives

All parties to this Agreement share the view that the primary objective of this Agreement is to achieve the highest possible level of satisfaction for Council's external and internal customers. It is recognised that a number of factors must be present if this objective is to be achieved, including:

- (ii) a high level of productivity, efficiency and effectiveness
- (ii) enhanced customer service
- (iii) cost effectiveness
- (iv) high staff morale
- (v) stability in decision making and administration
- (vi) an enhanced Council image

### 9.2 Constructive Culture

The parties to this Agreement agree to work towards a constructive organisational culture, supporting behaviours which will result in an efficient, effective, rewarding, ethical and productive environment for Employees and Council. These behaviours are organised into four main constructive styles:

#### **Achievement**

Pursue a standard of excellence, set challenging but realistic goals and work towards them with enthusiasm.

#### **Self-Actualising**

Maintain personal integrity, enjoy work, self-develop and take an interest in growth and improvement activities.

#### **Humanistic-Encouraging**

Be supportive of others in and outside the workplace and constructive in their dealings with one another.

#### **Affiliative**

Be friendly, sensitive, and cooperate with others.

### 9.3 Business Excellence

The parties to this Agreement are committed to the Australian Business Excellence Framework (ABEF), a strategic leadership and management framework that encompasses all levels of Council and guides operations towards sustainable performance, continuous learning and improvement. The ABEF is based on 9 key principles including: clear direction, understanding the customer value proposition, systems thinking, developing and valuing people's capability, innovation and learning, effective decision making, process management and improvement, sustainable performance and leadership that leads by example.

### 9.4 Human Resource Management

The parties agree Council's Human Resource Management Policy Library contains policies and processes that guide Employee Relations and Human Resource activities across Council with the objective of providing a fair, consistent, ethical and legally compliant approach to Human Resource Management.

### 9.5 Work Health Safety

The parties are committed to ensuring as far as reasonably practicable, that via a Management Systems Approach to Work Health Safety and Injury Management, Employees are provided with a safe and healthy work environment.

- 9.6 Accordingly, this Agreement provides the vehicle for Council, Management and Employees to work positively together to achieve the shared goals. In particular it addresses:
- (i) work arrangements to remove restrictive working and management practices
  - (ii) ways to improve flexibility in labour supply
  - (iii) creating an environment which promotes a constructive culture, high degree of team work, trust and shared commitment among all stakeholders
  - (iv) ways to identify and promote high standards of excellence in the delivery of services
  - (v) reduction in wastage
  - (vi) increase in service delivery at zero or minimum cost.

## **CLAUSE 10 EMPLOYEE RELATIONS/COMMUNICATION**

- 10.1 Council recognises the need for Employee commitment to achieve effective improvements in productivity and is committed to providing opportunities for Employees to be involved and express their opinions through a process of consultation.
- 10.2 Council will undertake, in consultation with Employees, a review of management, operational and external communications, to ensure honest and open disclosure, accessibility and participation of all levels of the organisation and prompt dissemination of information, which may include a combination of internal newsletters, staff meetings and intranet. Communication strategies will be reviewed by Council and Employees at least once during the term of this Agreement.
- 10.3 The parties:
- 10.3.1 Recognise the need for flexibility and mutually beneficial solutions to problems and will ensure communications are approached within a positive, constructive framework seeking innovative solutions to problems and demonstrating a capacity to embrace change.
  - 10.3.2 Recognise the need to build relationships based on care, trust, mutual respect and empathy.
  - 10.3.3 Agree with the need to work in partnership and cooperation with each other.
  - 10.3.4 Recognise that participatory decision-making processes are an essential ingredient of workplace change.
  - 10.3.5 Recognise that Council policies associated with this Agreement are subject to change during the life of this Agreement.
    - 10.3.5.1 Council policies associated with this Agreement shall not be significantly changed, during the course of this Agreement, without final consultation with Workplace Representatives and after Management has undertaken consultation with Employee's, except in the case of minor amendments.
- 10.4 Full staff meetings will be held at least three times during the year which shall be called and scheduled by Management. Employees, through their Workplace Representatives, may call a full staff meeting in exceptional circumstances and with the provision of reasonable notice and in doing so shall provide a detailed agenda for discussion to all Employees including Management at least 7 calendar days prior to the meeting. Management may deny such a request from Employees due to operational reasons. The purpose of the meetings is to



ensure information flow from policy makers to Employees and vice versa, so that matters which may impact on Employees can be discussed in accordance with the constructive culture objectives of this Agreement. Managers shall be responsible for ensuring that Employees within their section are kept informed on an ongoing basis.

## **CLAUSE 11 INTRODUCTION OF CHANGE**

11.1 The Council shall consult (as defined) at an early stage with Employees and the Union in incidences where Employees may be significantly affected by the introduction of change.

11.2 There shall be no forced redundancies occurring as a result of any change introduced as a result of this Agreement.

11.3 The Council shall consider practical ways of mitigating adverse effects, if any, of the change on Employees through discussions involving the Employees and the Union. Without limiting the range of options the means of adjustment in situations where organisational change results in positions being no longer required will be dealt with in the following way:

11.3.1 Natural attrition, in accordance with Clause 11.4.

11.3.2 Redeployment in accordance with Clause 11.5.

11.3.3 Targeted Voluntary Separation Package in accordance with Clause 11.6.

11.3.4 Negotiated Voluntary Separation Package in accordance with Clause 11.7.

11.4 Natural Attrition

The preferred method of responding to a need to reduce staffing numbers is through natural attrition, such as resignations or retirements, without the need for recourse to redundancies.

Where natural attrition does not occur, Council shall offer redeployment or a Voluntary Separation Package in accordance with the provisions set out below:

11.5 Redeployment

11.5.1 It is the primary aim to redeploy Employees into alternative reasonable work of equal classification and status as their pre-redeployment position.

11.5.2 After examining all options, if it is agreed by the parties that redeployment in accordance with 11.5.1 is not feasible, an Employee can choose either a Voluntary Separation Package (in accordance with 11.6 below) or to be redeployed into a position at a lower classification level on the following basis:

11.5.2.1 Unless otherwise agreed, the redeployment shall be to a position with similar core duties as the redundant position.

11.5.2.2 The Employer will, as a matter of priority, provide training to assist the Employee in the new position.

11.5.2.3 The Employee's salary shall be frozen until the salary of the new classification level equals the Employee's pre-redeployment classification level, but the Employee shall be granted 50% of pay increases gained through Enterprise Bargaining. Such increases shall be based on the Employee's redeployed salary.

- 11.5.3 An Employee who agrees to trial a redeployed position which includes core duties that are different from their redundant position shall be entitled to access a Voluntary Separation Package in accordance with Clause 11.6 at any stage throughout the trial period, provided however, that the trial period shall be no longer than three months.

#### 11.6 Targeted Voluntary Separation Package

Where a position is identified as redundant, a Targeted Voluntary Separation Package shall be available to the Employee if Council is unable to redeploy the Employee to a reasonable position at the same classification level with similar responsibilities and at an agreed location. The Package shall be based on the following:

- 11.6.1 Ten weeks' notice of termination, or payment in lieu of notice.
- 11.6.2 Three weeks' severance payment for every year of completed service within The Barossa Council or Service prior to amalgamation with the District Council of Angaston, District Council of Barossa, District Council of Tanunda and District Council of Mount Pleasant to a maximum payment of 104 weeks.
- 11.6.3 All of the above payments will be made upon the Employee leaving the employ of the Council.
- 11.6.4 An amount of up to 10% of the Employee's annual salary may be reimbursed upon presentation of receipts and documentation of activities undertaken by Council to assist the Employee to gain other employment within 6 months of separation. This will be available only to bona fide employment seekers and will not be available to those who have secured other employment or do not intend to seek further employment.

#### 11.7 Negotiated Voluntary Separation

Excepting those positions that are declared redundant, other Voluntary Separation Packages will be at the discretion of the Council following negotiation between the Employee and the Council.

### **CLAUSE 12 AMALGAMATION**

Once a decision has been made by Council to amalgamate with one or more Councils, or to make a boundary adjustment which may affect Employees, an agreement shall be entered into between the Council, Employees and the Union covering all relevant human resource issues relating to that amalgamation or boundary change.

### **CLAUSE 13 STRATEGIES FOR IMPROVED FLEXIBILITY, EFFICIENCY & PRODUCTIVITY**

#### 13.1 Training

- 13.1.1 The parties are committed to investigate training requirements for all Employees, and training undertaken in accordance with Council's *Training and Professional Development Policy*. Management, in consultation with Employees, will develop an appropriate training plan based on a training needs analysis and shall implement such training at the earliest opportunity where reasonable.

- 13.1.2 Council's *Training and Professional Development Policy* shall not be significantly changed during the course of this Agreement without the agreement of Workplace Representatives and in accordance with Clause 10.3.5, except for minor amendments such as wording clarifications or changes to allowances in line with consumer price index movements.
- 13.1.3 Out of hours training for Employees may be required on an occasional basis but only for items that are essential or mandatory for an Employee to undertake their role. Such training will be restricted to training which cannot reasonably be held during ordinary hours. Training sessions may be offered outside of the ordinary spread of hours (including weekends) and it is expected that officers will make every effort to attend; however, it is acknowledged that training outside of ordinary hours is voluntary.
- 13.1.4 Time spent at mandatory training conducted outside of ordinary hours is to be paid or accrued as time off in lieu at ordinary time rates. Travel time to and from training venues outside of ordinary hours is not payable unless approved by the Chief Executive Officer. Travel allowance is in accordance with Council's *Employee Travel and Accommodation Policy*.
- 13.1.5 Council will reimburse reasonable childcare expenses incurred for Employees with family responsibilities who would be unable to attend such training without external childcare arrangements.

## 13.2 Ordinary Hours

- 13.2.1 The ordinary hours of work, except those outlined in 13.2.1.1, shall be 152 hours to be worked over nineteen days of a four week period between the hours of 7.30am and 7.30pm, Monday to Friday, excluding Public Holidays. The ordinary hours of work are paid at the ordinary hourly rate of pay to the exclusion of any Award prescribed penalty rate or shift loading.

13.2.1.1 The ordinary hours of work for The Barossa Visitor Centre Employees shall be from 7.30am to 7.30pm Monday to Saturday, excluding public holidays.

- 13.2.2 The normal working hours of Employees shall be eight hours, to be worked from 8.30am to 5.15pm, with 45 minutes for lunch to be taken between the hours of 12 noon and 2.00pm.

## 13.3 Flexible Hours

- 13.3.1 By mutual agreement, and to take account of specific circumstances such as seasonal work cycles or peak work periods, or the needs of Employees, the normal working hours may be altered to allow Employees to:

13.3.1.1 Alter the starting and finishing time per day or lunch break provided that standard hours are worked between 7.30am and 7.30pm on Monday to Friday, excluding Public Holidays, without attracting penalty rates.

13.3.1.2 Increase or decrease the number of normal hours worked in one day without attracting penalty rates, providing that the hours per day shall not exceed ten hours, nor eight hours per week in excess of the

standard working week, and shall be worked between 7.30am and 7.30pm Monday to Friday, excluding Public Holidays.

- 13.3.1.3 To meet exceptional circumstances, an Employee may seek to operate a flexible time arrangement outside of the hours prescribed above. When this occurs it will be recorded and such record to be made available to the Union upon request.
- 13.3.1.4 Where an Employee works additional time in accordance with this Clause, such time shall be taken off at a mutually agreed time, providing that such leave must be granted and taken within three months of the date of accrual. If, because of organisational constraints, time-off cannot be taken within the three months, accrued time shall be paid at time and a half. Provided, however, the Employer may direct the Employee to take time accrued within three months of the date of accrual. Upon request by an Employee, and in circumstances where it is considered that the Employee will be unable to take off the accrued time within the three month period, the Chief Executive Officer may approve the payment of the overtime at the completion of the current pay period.
- 13.3.1.5 Where required to meet organisational needs, rostered days off may be deferred by mutual agreement between the Employee and the supervisor. A maximum of three days can be accrued at any time. Where this is exceeded, no further RDO's can accrue except where there is a written agreement in place in accordance with Clause 13.3.1.5.1.
  - 13.3.1.5.1 An Employee has the right to request in writing, for either operational or other personal factors, to accrue up to five rostered days off, which can be reasonably refused or conditioned by Council.
  - 13.3.1.5.2 Where an Employee has approval pursuant to 13.3.1.5.1 an Employee can only accrue and take all five rostered days off once in the financial year. This timeframe must be stipulated in the application under 13.3.1.5.1.
  - 13.3.1.5.3 Council and Employees, in the implementation of this clause, acknowledge that rostered days off have historically accrued beyond normal limits and Employees and Management shall work together to reduce all balances within the limits detailed in 13.3.1.5 over 12 months commencing on the later of the certification or commencement of this Agreement.

#### 13.4 Penalty Rates

##### 13.4.1 Penalty Rates for Library Staff Monday to Friday

Library staff who are rostered to work after 5:30pm Monday to Friday shall be paid an allowance of 15% per hour for actual time worked.

#### 13.4.2 Work Outside of Ordinary Hours

All time worked outside the span of hours specified in Clause 13.2.1 Monday to Friday shall be paid at the rate of time and a half, unless other mutually agreed arrangements are in place.

All time worked on Saturday or Sunday (excluding Barossa Visitor Centre Employees) shall be paid for a minimum of 3 hours at the following rate.

- First 3 hours worked during the Saturday or Sunday period shall be paid at time and a half.
- All hours in excess of the first 3 hours mentioned above shall be paid at double time.

For Barossa Visitor Centre Employees time worked on a Sunday shall be paid at the following rate.

- First 3 hours worked on a Sunday shall be paid at ordinary time.
- All hours in excess of the first 3 hours shall be paid at time and a half.

All time worked on a Public Holiday shall be paid at double time.

### **CLAUSE 14 CASUAL AND PART-TIME EMPLOYMENT**

- 14.1 Appointment of casual Employees shall be in accordance with the Award; however, Council shall be limited to employ a total of five full time equivalent (FTE) casual Employees, who may be placed wherever the organisational needs require them to be placed. Each casual Employee may work up to 1300 hours each in any one financial year.
- 14.2 An Employee, other than a full-time Employee, employed by Council for more than 1300 hours in a year, shall be engaged as a part-time Employee, unless the Employee, Council and the Enterprise Bargaining Negotiating Committee otherwise agree.
- 14.3 Any Employee employed on less than a full-time basis may be engaged as a part-time Employee.
- 14.4 The normal working hours of a part-time Employee may be changed by mutual agreement between the Employee and the Council. This provision applies to meet the short-term requirements of either party. Where a part-time Employee agrees to vary his/her hours, the following parameters will be applied:
- Employees may work up to 38 hours per week within the normal span of hours without attracting overtime.
  - All work performed in excess of 38 hours per week will be worked within the flexible hours arrangements as specified in Clause 13.3 of this Agreement.
  - Opportunities will be investigated for Employees to enter into job share arrangements. Any job share shall be the subject of an agreement between the Council and the Employee.
- 14.5 All existing part-time Employees shall be offered additional hours whenever practicable to do so, before any new, casual, or temporary Employees are engaged.
- 14.6 The actual hours worked by part-time Employees shall be recorded and factored into the Employee's leave entitlements (e.g. Annual Leave, Sick Leave, Family Leave, etc.).

## **CLAUSE 15      PERSONAL LEAVE**

- 15.1 Subject to the following conditions an Employee may access his or her personal leave entitlement for reasons of urgent personal need:
- 15.1.1 There shall be no change to the personal leave entitlement for full-time Employees nor any change to the accrual of unused personal leave from year to year.
  - 15.1.2 An Employee may access his or her personal leave entitlement for urgent personal need provided that the Employee has used any accrued leave which is available under the Flexible Hours Clause of this Agreement.
  - 15.1.3 Whenever possible, leave shall be sought and approved prior to the actual taking of the leave. When not possible, the Employee will notify the relevant Supervisor of his or her absence as soon as practicable.
  - 15.1.4 The Director and/or Chief Executive Officer may require a medical certificate or other reasonable evidence to be produced by the Employee (to qualify for payment for the absence) in respect of sick leave, carers leave, family or personal leave in accordance with the Award.
- 15.2 Nothing in this Clause prevents the Chief Executive Officer from granting special or annual leave for an Employee in circumstances of exceptional need.

## **CLAUSE 16      STUDY LEAVE**

- 16.1 Study Leave may be granted at the discretion of Council to an Employee where the proposed course of study will directly benefit the Employee in the performance of their present position or in developing their career path, in accordance with Council's *Training and Professional Development Policy*. An Employee has the option to:
- 16.1.1 take up to five hours paid study leave per week, provided that where practicable the Employee undertakes equal course time in his or her own time and the course directly relates to the Employees present position;
  - take up to two days per financial year where the course relates to the Employee's career in Local Government;
  - or
  - 16.1.2 seek reimbursement for part or all fees relating to courses which may be mutually beneficial to the Employee and Council.
  - 16.1.3 This Clause shall apply on a pro rata basis for part-time Employees.
- 16.2 The number of Employees permitted study leave at the same time within a particular work section shall be based upon the size and requirements of the section. Staff from within the same section affected by an Employee undertaking study leave will be consulted about operational issues.
- 16.3 Where an Employee is required by the Council to undertake a course of study or attend a training course, all fees relating to such course shall be paid by Council.

## **CLAUSE 17 PURCHASED LEAVE**

- 17.1 Employees may apply to purchase up to four (4) weeks additional leave over a two (2) year period (pro rata for part time Employees) which may be reasonably refused on operational grounds.
- 17.2 If purchased leave is approved, it may be cancelled by either party on three months' notice or less in exceptional circumstances with the agreement of the Director or Chief Executive Officer.
- 17.3 The Employee's annual salary shall be apportioned based upon the amount of leave purchased and distributed on a fortnightly basis. This allows Employees to continue to receive pay during periods for which purchased leave is approved. The value of accrued purchased leave must be the equivalent to value of the Employee's salary at the time of taking leave.
- 17.4 Applications for purchased leave, detailing time of leave, must be made to the Employee's Director and/or Chief Executive Officer preceding the year that, if approved, purchased leave shall be taken.
- 17.5 Purchased leave can only be taken in week blocks and must be fully accrued (paid for) prior to it being taken. There shall be no discretion provided to this clause. If the necessary leave has not been accrued at the existing rate of pay then value of accrued purchased leave must be 'topped up' by the Employee or the available purchased leave days reduced to that which is accrued at the time when leave is taken.
- 17.6 Purchased leave must be used in the financial year following the Employee's application or it is lost. Any leave purchased in this circumstance shall be reimbursed to the Employee including any adjustments to taxation. There shall be no discretion provided to carry such leave forward.
- 17.7 Purchased leave will count to an Employee's continuity of service.
- 17.8 Where an Employee/Employer requests cancellation of purchased leave before the leave has been taken, and this is agreed, the appropriate salary adjustment will be paid as a lump sum.
- 17.9 Where an Employee ceases paid employment during the year in which the purchased leave has been approved, reconciliation will occur to ensure that all monies owing to the Employee are accounted for and an appropriate payment is made.

## **CLAUSE 18 PAID PARENTAL LEAVE**

- 18.1 Employees, who are the primary care giver of a new born child under the age of 1 year, are entitled to paid parental leave of 4 weeks, at their current rate of pay.
- 18.2 An Employee must complete 2 years of service to qualify for access to paid parental leave from the commencement of this Agreement or from an Employee's employment commencement date when employed under this Agreement.
- 18.3 An Employee may only access paid parental leave once in every 2 year period.

## **CLAUSE 19 LONG SERVICE LEAVE**

- 19.1 Long Service Leave will be administered in accordance with the *Long Service Leave Act 1987 (SA)* and Council's *Long Service Leave Policy*.
- 19.2 Long Service Leave may be taken at a time mutually convenient between Council and the Employee concerned after seven (7) years' service, in periods of at least two (2) weeks.
- 19.3 An Employee may take Long Service Leave after seven (7) years of service in the following manner:
- half pay, this doubling the period of leave taken;
  - double pay, thus halving the period of leave taken;
  - 'cashing out' part of their accrued leave (subject to approval by the Director or Chief Executive Officer taking account of budgetary constraints and claims made); or taking the leave as normal.

## **CLAUSE 20 HEALTH AND WELLBEING**

- 20.1 Council recognises the importance of Employee health and wellbeing and is committed to the creation of a program to support and promote Employee improved outcomes.
- 20.2 The parties agree to the formation of a Health and Wellbeing Committee (to consist of two staff representatives and two management representatives) to assist with the development, implementation and review of a Health and Wellbeing Program commencing in 2014/2015 and continuing for the duration of this Agreement.
- 20.2 Council and the Health and Wellbeing Committee shall agree on the program to commence in the 2014/15 financial year which shall be limited to a contribution of no greater than \$5,000 per annum.
- 20.3 Council will also continue to provide access to existing programs including the Employee Assistance Program as outlined in Clause 21 and also to the Local Government Associations Corporate Health Program.

## **CLAUSE 21 EMPLOYEE ASSISTANCE PROGRAM**

- 21.1 As part of the commitment to the provision of a safe, healthy and harmonious working environment, Council will provide Employees with access to professional, independent and confidential counselling service as nominated by Council at no cost to the Employee.
- 21.2 Employees are entitled no more than 3 Council funded visits in relation to any one matter or in any one calendar year, whilst further visits may be negotiated with the relevant Director and/or CEO to meet special needs and on an agreed basis.
- 21.3 The parties agree to the development of an Employee Assistance Policy in consultation with Employees and the Health and Wellbeing Committee within 12 months of the certification of this Agreement.

## **CLAUSE 22 CORPORATE WARDROBE**

- 22.1 Council will provide financial assistance to encourage Employees to adopt the Corporate Wardrobe
- 22.1.1 Allowance amounts for full-time Employees will be:



Establishment of the initial Wardrobe \$706.00 per year (including GST)  
Maintenance of Wardrobe for male Employees up to \$353.00 per year (including GST)  
Maintenance of Wardrobe for female Employees up to \$424.00 per year (including GST)

- 22.1.2 The Establishment allowance is only available for the First issue of Wardrobe. In subsequent years, only the Maintenance allowance will be available.
- 22.2 Allowance amounts for Part-time Employees are to be calculated according to the number of hours each Employee is contracted to work for that year. The amount received is a percentage of the full time equivalent.
- 22.3 Casual Employees and Employees on probation are not entitled to the allowance unless approved by the Chief Executive Officer.
- 22.4 Unspent allowance is not carried forward each financial year. If the full amount of the allowance is not spent by the cut-off period being **28 February each year**, then that portion of the allowance unspent will be forfeited.
- 24.5 Embroidery costs (inclusive GST) are included in the allowance and are a separate charge to the uniform item. All items of the Corporate Wardrobe purchased **must** bear The Barossa Council Logo embroidery on each garment.
- 22.6 Allowances are adjusted annually each July by CPI (based on the previous December quarter index prices for Adelaide).
- 22.7 All Employees who elect to adopt the Corporate Wardrobe must wear the uniform when on duty for The Barossa Council, except on authorised casual or other 'non-uniform' days or as otherwise agreed by the Chief Executive Officer.

## **CLAUSE 23 ALLOWANCES**

- 23.1 First aid allowance
- 23.1.1 Where Council requires an Employee to hold and act upon a first aid certificate an allowance in accordance with the Award shall be paid in respect of each week that the Employee is required to act upon such certificate.
- 23.1.2 The payment shall be paid to casual and regular part-time Employees on a pro-rata basis in accordance with the Award.
- 23.1.3 Employees already in possession of a first aid certificate will not be reimbursed the initial cost incurred in obtaining the certificate.
- 23.1.4 Where an Employee does not hold a first aid certificate but is required to obtain a certificate, then all reasonable costs associated with the obtaining of such certificate shall be borne by Council including the renewal of certificates.
- 23.2 Travel allowance
- 23.2.1 Where an Employee uses their motor car on or in connection with the business of Council, they shall be reimbursed in accordance with the Award and Council's *Employee Travel and Accommodation Policy*.

- 23.2.2 An Employee shall be entitled to have their motor driver's licence paid by Council (or the cost reimbursed) in circumstances where the requirement for the Employee to drive a motor vehicle is a normal and regular feature in the performance of their ordinary duties in accordance with the Award.
- 23.2.3 Should the Employee resign from the service of Council, or have their service terminated, prior to the expiration of the period of their licence, Council shall have the right to deduct from monies due to the Employee on termination, an amount pro-rata to the unexpired portion of the licence fee.

#### **CLAUSE 24 GRIEVANCE/DISPUTE RESOLUTION PROCEDURE**

- 24.1 In the event of a dispute between the Council and an Employee or Employees concerning any aspect of work, the following procedure shall apply:
- 24.1.1 It is the aim of both parties to ensure that grievances are resolved as quickly as possible in order to preserve positive working relationships.
- 24.1.2 Employee(s) will in the first instance seek to resolve any dispute with the relevant supervisor. If the Employee wishes, he or she may involve a Workplace Representative in attempting to resolve the dispute. Conversely, supervisors should seek to resolve any dispute with the Employees concerned.
- 24.1.3 If the matter is unresolved after 3 days the Employee (and the Workplace Representative if desired) or supervisor may discuss the matter at a mutually convenient time with the relevant Director.
- 24.1.4 If the matter is not resolved at this stage, the Employee (and the Workplace Representative if desired) may refer the matter to the Chief Executive Officer. The Employee may involve the Union Industrial Officer at this stage.
- 24.1.5 The above process should be completed within fourteen (14) days of the issue first being raised.
- 24.2 In the absence of a satisfactory resolution to the matters in dispute, either party may seek assistance from the South Australian Industrial Relations Commission in a conciliation role and, if necessary, to arbitrate the dispute.
- 24.3 Nothing contained in this Clause shall prevent a Union Industrial Officer from either representing its members or raising matters directly with management at any stage of the grievance procedure.
- 24.4 Enterprise Bargaining Agreement Dispute Resolution
- 24.4.1 In the event of any problems arising from the implementation of matters contained in this Agreement, Staff Representatives of the Enterprise Bargaining Negotiating Committee shall discuss the matter with Management, with the view to adopting an appropriate course of action to resolve the matter.
- 24.4.2 Should such discussion fail to reach a satisfactory resolution, the matter shall be the subject of negotiation between the management of the Council, Workplace Representatives and the Union on behalf of Council Employees.

- 24.4.3 In the absence of a satisfactory resolution to the matters in dispute, either party may seek assistance from the South Australian Industrial Relations Commission in a conciliation role and, if necessary, to arbitrate the dispute.

## **CLAUSE 25 PERFORMANCE MANAGEMENT, DISCIPLINE AND DISMISSALS**

- 25.1 The parties agree that management of performance will occur in the workplace through establishment of management systems of accountability including formal annual performance and development appraisal of individual Employees, in accordance with Council Policy.
- 25.2 From time to time direct line managers will consider individual poor performance to be of such concern that formal disciplinary procedures need to be implemented.
- 25.3 Prior to a decision being taken by Management to implement formal disciplinary procedures the poor performance will have been informally addressed with the Employee and where there has been little or no improvement in performance the formal disciplinary process may be implemented.
- 25.4 The Formal Warning Process may lead to termination of employment if performance deficiencies are not rectified and represents a serious step for the Employer to take in the management of individual performance
- 25.5 Council's performance management process including formal disciplinary procedures is outlined in the *Performance Management Process*.

At a minimum the following procedure outlines steps for implementation of Formal Disciplinary Procedures:

### 25.5.1 STEP ONE First Formal Warning

- 25.5.1.1 The Employee will be notified of the time and date of the formal counselling meeting, including advice of who will be present at the meeting, the purpose of the meeting and that the Employee has the right to representation.
- 25.5.1.2 At the Counselling Meeting, the Employee will be made fully aware of the matters of concern regarding performance and will be given a clear understanding of the steps which will need to be taken for performance to be improved.
- 25.5.1.3 Employees should fully understand the seriousness of the situation and that the formal action may lead to termination of employment should performance not improve.
- 25.5.1.4 Strategies will be jointly developed to provide support and guidance to the Employee which may involve a series of one to one meetings, training or any other methods that may assist the Employee to redress the poor performance.
- 25.5.1.5 A date will be set for review.
- 25.5.1.6 Notes of the meeting will be kept and filed on Employee's personnel file and the Employee will receive a letter confirming that a First Formal Warning has been issued. The letter should outline the

reason for the First Formal Warning, the improvements that need to be made and the strategies to be adopted to assist in performance improvement.

#### 25.5.2 STEP TWO Review/Second Formal Warning

- 25.5.2.1 At the time of the review (as in 25.5.1.5 above), the Employee's performance may have improved to such a degree that there will be no need for any further formal process. Should this be the case all records in relation to this matter may be removed from the personnel file immediately or alternatively remain on record for no more than 12 months.
- 25.5.2.2 If some improvement in performance has been achieved the ongoing formal process will be left in place and a further review date established and areas requiring continued improvement shall be identified and recorded.
- 25.5.2.3 Should it be determined that performance has not improved and that further disciplinary action is necessary then a Second Formal Warning will be issued.
- 25.5.2.4 The Employee will again be made fully aware of the matters of concern regarding performance and will be given a clear understanding of the steps which will need to be taken for performance to be improved.
- 25.5.2.5 Employees should fully understand the seriousness of the situation and that the formal action, should performance concerns not be redressed, will lead to termination of employment.
- 25.5.2.6 Once again strategies should be jointly developed to provide support and guidance to the Employee to assist the Employee to redress the poor performance.
- 25.5.2.7 A date will be set for review.
- 25.5.2.8 As previously, notes of the meeting will be kept and filed on the Employee's personnel file and the Employee will receive a letter confirming that a Second Formal Warning has been issued. The letter should outline the reason for the Second Formal Warning, the improvements that need to be made and the strategies to be adopted to assist in the performance improvement.

#### 25.5.3 STEP THREE Review/Termination

- 25.5.3.1 As with Step Two, the Employee's performance may have improved to such a degree that there will be no need for any further formal process. Should this be the case, all records in relation to this matter may be removed from the personnel file immediately, or alternatively, remain on record for no more than 12 months.
- 25.5.3.2 Performance may have improved; however it is viewed that ongoing formal processes should be left in place and a further review date established.

25.5.3.3 Should it be determined that performance has not improved and that termination of employment is warranted, then the Employee will be made fully aware of the matters regarding performance which have led to the termination. Termination of employment will be confirmed in writing.

25.6 Summary Dismissal

25.6.1 The Council may summarily dismiss an Employee for dereliction of duty or serious misconduct.

25.6.2 Where summary dismissal is given, the pre-dismissal procedures provided under this Clause shall not apply.

25.7 This Clause does not apply to probationary Employees.

**CLAUSE 26 TERMINATION OF EMPLOYMENT**

26.1 Resignation

Any Employee, other than a casual Employee, desiring to terminate their employment shall give to the Council two weeks' notice of their intention to do so.

26.2 Certification of Service

Upon termination of employment, the Council, when requested by the Employee concerned, shall provide the Employee with a certificate of service stating length of service, duties performed, the classification of the Employee and details of any long service leave entitlements.

**CLAUSE 27 SALARY INCREASES**

The following salary increases shall apply:

27.1 A wage increase of 3.5% on signing of this Agreement, payment of which shall be applied from the first full pay period occurring on or after 27 October 2013.

27.2 Effective from the first full pay period occurring on or after 27 October 2014 a salary increase of 3.5%

27.3 Effective from the first full pay period occurring on or after 27 October 2015 a salary increase of 3.5%

27.4 The minimum annual rate of salary to be paid to Employees as provided for above are set out in Appendix A.

27.5 In addition to the above wage increases, The Barossa Council will provide Income Protection Insurance as provided for in Clause 30. Should for any reason The Barossa Council discontinue this protection for Employees, the minimum salary rates shall be increased commensurate with the contribution cost of providing the income protection insurance at the time of signing this Agreement.

## **CLAUSE 28 SUPERANNUATION**

- 28.1 The Council shall pay superannuation contributions in respect of each Employee into the Employees nominated superannuation fund.
- 28.2 Choice of fund will apply from the commencement date of this Agreement with all Employees to be provided with a standard choice form to enable them to select a fund in accordance with relevant legislation. For any Employee that does not provide a choice form within an appropriate period, as determined by the Employer, all contributions will be paid to StatewideSuper.
- 28.3 The opportunity to switch funds shall only be provided on an annual basis. On the anniversary of this Agreement, Employees will be provided the option to choose a different fund. Any Employee that does not provide a choice form within an appropriate period, as determined by the Employer, will have all contributions paid to StatewideSuper.
- 28.4 Council will not bear any third party or Employee costs or penalties associated with transferring superannuation providers.
- 28.5 The amount of the Employer superannuation contribution will be:
- 28.5.1 For each Employee who is making "Salarylink Contributions" to StatewideSuper:
- 3% of the Employee's salary; and
  - any additional contributions which the Employer is required to pay in respect of the Employee pursuant to the Trust Deed of StatewideSuper as advised by the Trustee from time to time to finance the Salarylink benefit for the Employee; and
  - any additional superannuation contributions which the Employer agrees to pay in respect of the Employee.
- "Salarylink Contributions" has the meaning given to that term under the Trust Deed of StatewideSuper.

The Trust Deed of StatewideSuper ensures compliance with the *Superannuation Guarantee (Administration) Act 1992 (Cth)*.

- 28.5.2 For each other Employee:
- contributions which the Employer must pay to a superannuation fund in respect of the Employee in order to avoid becoming liable for a shortfall in respect of the Employee under the *Superannuation Guarantee (Administration) Act 1992 (Cth)*; and
  - any additional superannuation contributions which the Employer agrees to pay in respect of the Employee.

## **CLAUSE 29 SALARY SACRIFICE**

- 29.1 Salary sacrificing shall be available to Employees. An Employee may elect to vary the amount of salary sacrifice paid to an eligible superannuation fund on a prospective basis at any time during the life of this Agreement
- 29.2 The application shall be in writing and detail the amount of salary to be sacrificed.
- 29.3 The Employee shall bear the responsibility and costs associated with taxation and any other matters in respect of the salary sacrifice arrangements. The parties agree that the net salary paid to an Employee will be reduced by any amount salary sacrificed to superannuation

29.4 Employees may salary sacrifice for vehicles, lap-tops etc. through the financial services of EPAC provided that where any such salary sacrifice causes a cost to Council in terms of Fringe Benefits Tax (FBT), the Council shall be able to recover the cost of FBT from the Employee.

29.5 The Employee's substantive gross salary for all purposes, including but not limited to, superannuation, annual leave, annual leave loading and long service leave, shall be the pre-sacrificed salary.

#### **CLAUSE 30 INCOME PROTECTION INSURANCE**

30.1 Employees covered by this Agreement shall receive income protection insurance through the Local Government Risk Services Scheme for Local Government Employees. The terms and conditions of the insurance policy shall be determined by the insurer; however, the premium shall be paid by the Employer.

30.2 During a claim for income protection, all periods of absence shall not be counted towards service but shall not break service. As such, the Employee shall not accrue Annual Leave or Sick Leave. Accrual for Long Service Leave and payments for Superannuation shall continue during the claim period.

#### **CLAUSE 31 JOURNEY ACCIDENT INSURANCE**

31.2 Employees covered by this Agreement shall receive 24 hour journey accident insurance whilst the Employee is engaged in travel associated with work or training through Local Government Risk Services or any other insurer that the parties agree on.

#### **CLAUSE 32 NEGOTIATION OF FURTHER AGREEMENT**

32.1 The parties commit to commence negotiations to review this Agreement no later than six months before the end of the term of the Agreement.

#### **CLAUSE 33 NO FURTHER CLAIMS**

33.1 The parties to this Agreement undertake that for the life of this Agreement, there will be no further claims or salary increases except as provided for under this Agreement.

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

**CLAUSE 34 SIGNATORIES TO THE AGREEMENT**

Signed for and on behalf of The Barossa Council by Martin McCarthy, Chief Executive Officer:

Signature	(Witness)
Full Name:	
Date:	Date:

Signed for and on behalf of The Barossa Council Employees by Staff Representatives:

Signature
Full Name:
Date:

Signature
Full Name:
Date:

Signature
Full Name:
Date:

Signature
Full Name:
Date:

Signed for and on behalf of the Australian Services Union by .....  
 Position Title:.....

Signature	(Witness)
Full Name:	
Date:	Date:



**THE BAROSSA COUNCIL ENTERPRISE AGREEMENT**

**2013**

**APPENDIX A**

# The Barossa Council

## GENERAL OFFICERS SCHEDULE

Enterprise Agreement rates effective from the first pay period commencing on or after  
27th October 2013

CLASS CODE	LEVEL	EA 27.10.12	ANNUAL GROSS	FORTNIGHTLY GROSS
GOS 011	<b>Level 1</b> 1st Year	42284.20941	43764.15674	1683.23680
GOS 012	2nd Year	43260.28229	44774.39217	1722.09201
GOS 013	3rd Year	44624.50114	46186.35868	1776.39841
GOS 014	4th Year	46087.65909	47700.72716	1834.64335
GOS 015	5th Year	47550.81708	49215.09568	1892.88830
GOS 016	6th Year	49012.07242	50727.49495	1951.05750
GOS 021	<b>Level 2</b> 1st Year	50494.25715	52261.55615	2010.05985
GOS 022	2nd Year	51957.41512	53775.92465	2068.30479
GOS 023	3rd Year	53420.57313	55290.29319	2126.54974
GOS 024	4th Year	54883.73113	56804.66171	2184.79468
GOS 031	<b>Level 3</b> 1st Year	56344.98641	58317.06094	2242.96388
GOS 032	2nd Year	57808.14440	59831.42945	2301.20883
GOS 033	3rd Year	59271.30239	61345.79797	2359.45377
GOS 034	4th Year	60734.46036	62860.16648	2417.69871
GOS 041	<b>Level 4</b> 1st Year	62195.71566	64372.56571	2475.86791
GOS 042	2nd Year	63658.87369	65886.93427	2534.11286
GOS 043	3rd Year	65122.03166	67401.30276	2592.35780
GOS 044	4th Year	66585.18964	68915.67128	2650.60274
GOS 051	<b>Level 5</b> 1st Year	68046.44496	70428.07053	2708.77194
GOS 052	2nd Year	69509.60293	71942.43903	2767.01689
GOS 053	3rd Year	70972.76091	73456.80755	2825.26183
GOS 061	<b>Level 6</b> 1st Year	73410.08910	75979.44221	2922.28624
GOS 062	2nd Year	75847.41730	78502.07690	3019.31065
GOS 063	3rd Year	78286.64819	81026.68088	3116.41080
GOS 071	<b>Level 7</b> 1st Year	80723.97636	83549.31553	3213.43521
GOS 072	2nd Year	83161.30457	86071.95023	3310.45962
GOS 073	3rd Year	85598.63275	88594.58489	3407.48403
GOS 081	<b>Level 8</b> 1st Year	88524.94872	91623.32193	3523.97392
GOS 082	2nd Year	91449.36199	94650.08966	3640.38806
GOS 083	3rd Year	94375.67799	97678.82672	3756.87795
GOS 183	<b>Level 1</b>	95935.69732	99293.44673	3818.97872

# The Barossa Council

## GENERAL OFFICERS SCHEDULE

Enterprise Agreement rates effective from the first pay period commencing on or after  
27th October 2014

CLASS CODE	LEVEL	EA 27.10.13	ANNUAL GROSS	FORTNIGHTLY GROSS
GOS 011	<b>Level 1</b> 1st Year	43764.15674	45295.90222	1742.15009
GOS 012	2nd Year	44774.39217	46341.49590	1782.36523
GOS 013	3rd Year	46186.35868	47802.88123	1838.57236
GOS 014	4th Year	47700.72716	49370.25261	1898.85587
GOS 015	5th Year	49215.09568	50937.62403	1959.13939
GOS 016	6th Year	50727.49495	52502.95728	2019.34451
GOS 021	<b>Level 2</b> 1st Year	52261.55615	54090.71062	2080.41195
GOS 022	2nd Year	53775.92465	55658.08201	2140.69546
GOS 023	3rd Year	55290.29319	57225.45345	2200.97898
GOS 024	4th Year	56804.66171	58792.82488	2261.26250
GOS 031	<b>Level 3</b> 1st Year	58317.06094	60358.15807	2321.46762
GOS 032	2nd Year	59831.42945	61925.52948	2381.75113
GOS 033	3rd Year	61345.79797	63492.90090	2442.03465
GOS 034	4th Year	62860.16648	65060.27230	2502.31817
GOS 041	<b>Level 4</b> 1st Year	64372.56571	66625.60551	2562.52329
GOS 042	2nd Year	65886.93427	68192.97697	2622.80681
GOS 043	3rd Year	67401.30276	69760.34836	2683.09032
GOS 044	4th Year	68915.67128	71327.71977	2743.37384
GOS 051	<b>Level 5</b> 1st Year	70428.07053	72893.05300	2803.57896
GOS 052	2nd Year	71942.43903	74460.42439	2863.86248
GOS 053	3rd Year	73456.80755	76027.79581	2924.14599
GOS 061	<b>Level 6</b> 1st Year	75979.44221	78638.72269	3024.56626
GOS 062	2nd Year	78502.07690	81249.64959	3124.98652
GOS 063	3rd Year	81026.68088	83862.61471	3225.48518
GOS 071	<b>Level 7</b> 1st Year	83549.31553	86473.54158	3325.90545
GOS 072	2nd Year	86071.95023	89084.46849	3426.32571
GOS 073	3rd Year	88594.58489	91695.39536	3526.74598
GOS 081	<b>Level 8</b> 1st Year	91623.32193	94830.13819	3647.31301
GOS 082	2nd Year	94650.08966	97962.84280	3767.80165
GOS 083	3rd Year	97678.82672	101097.58565	3888.36868
GOS 183	<b>Level 1</b>	99293.44673	102768.71736	3952.64298

# The Barossa Council

## GENERAL OFFICERS SCHEDULE

Enterprise Agreement rates effective from the first pay period commencing on or after  
27th October 2015

CLASS CODE	LEVEL	EA 27.10.14	ANNUAL GROSS	FORTNIGHTLY GROSS
GOS 011	<b>Level 1</b> 1st Year	45295.90222	46881.25880	1803.12534
GOS 012	2nd Year	46341.49590	47963.44825	1844.74801
GOS 013	3rd Year	47802.88123	49475.98207	1902.92239
GOS 014	4th Year	49370.25261	51098.21145	1965.31583
GOS 015	5th Year	50937.62403	52720.44087	2027.70926
GOS 016	6th Year	52502.95728	54340.56078	2090.02157
GOS 021	<b>Level 2</b> 1st Year	54090.71062	55983.88549	2153.22637
GOS 022	2nd Year	55658.08201	57606.11488	2215.61980
GOS 023	3rd Year	57225.45345	59228.34432	2278.01324
GOS 024	4th Year	58792.82488	60850.57375	2340.40668
GOS 031	<b>Level 3</b> 1st Year	60358.15807	62470.69360	2402.71898
GOS 032	2nd Year	61925.52948	64092.92302	2465.11242
GOS 033	3rd Year	63492.90090	65715.15243	2527.50586
GOS 034	4th Year	65060.27230	67337.38183	2589.89930
GOS 041	<b>Level 4</b> 1st Year	66625.60551	68957.50170	2652.21160
GOS 042	2nd Year	68192.97697	70579.73116	2714.60504
GOS 043	3rd Year	69760.34836	72201.96055	2776.99848
GOS 044	4th Year	71327.71977	73824.18997	2839.39192
GOS 051	<b>Level 5</b> 1st Year	72893.05300	75444.30986	2901.70423
GOS 052	2nd Year	74460.42439	77066.53925	2964.09766
GOS 053	3rd Year	76027.79581	78688.76866	3026.49110
GOS 061	<b>Level 6</b> 1st Year	78638.72269	81391.07799	3130.42608
GOS 062	2nd Year	81249.64959	84093.38733	3234.36105
GOS 063	3rd Year	83862.61471	86797.80622	3338.37716
GOS 071	<b>Level 7</b> 1st Year	86473.54158	89500.11553	3442.31214
GOS 072	2nd Year	89084.46849	92202.42489	3546.24711
GOS 073	3rd Year	91695.39536	94904.73420	3650.18208
GOS 081	<b>Level 8</b> 1st Year	94830.13819	98149.19303	3774.96896
GOS 082	2nd Year	97962.84280	101391.54230	3899.67470
GOS 083	3rd Year	101097.58565	104636.00115	4024.46158
GOS 183	<b>Level 1</b>	102768.71736	106365.62247	4090.98548

# The Barossa Council

## SENIOR OFFICERS SCHEDULE

Enterprise Agreement Rates Effective from the first pay period commencing on or after  
27th October 2013

CLASS CODE	LEVEL	EA 27.10.12	ANNUAL GROSS	FORTNIGHTLY GROSS
SOS 011	<b>Level 1</b> 1st Year	73410.08910	75979.44221	2922.28624
SOS 012	2nd Year	75847.41730	78502.07690	3019.31065
SOS 013	3rd Year	78286.64817	81026.68086	3116.41080
SOS 021	<b>Level 2</b> 1st Year	80723.97635	83549.31552	3213.43521
SOS 022	2nd Year	83161.30456	86071.95022	3310.45962
SOS 023	3rd Year	85598.63274	88594.58488	3407.48403
SOS 031	<b>Level 3</b> 1st Year	88524.94872	91623.32193	3523.97392
SOS 032	2nd Year	91449.36199	94650.08966	3640.38806
SOS 033	3rd Year	94375.67799	97678.82672	3756.87795
SOS 041	<b>Level 4</b> 1st Year	97383.80901	100792.24232	3876.62470
SOS 042	2nd Year	101189.16140	104730.78205	4028.10700
SOS 051	<b>Level 5</b> 1st Year	105945.85187	109653.95668	4217.45987
SOS 052	2nd Year	109751.20423	113592.49638	4368.94217
SOS 061	<b>Level 6</b> 1st Year	114507.89470	118515.67101	4558.29504
SOS 062	2nd Year	118313.24706	122454.21071	4709.77733
SOS 071	<b>Level 7</b> 1st Year	123069.93754	127377.38535	4899.13021
SOS 072	2nd Year	128777.96608	133285.19489	5126.35365
SOS 081	<b>Level 8</b> 1st Year	136388.67081	141162.27429	5429.31824
SOS 082	2nd Year	143999.37556	149039.35371	5732.28283
SOS 091	<b>Level 9</b> 1st Year	155415.43265	160854.97279	6186.72972
SOS 101	<b>Level 10</b> 1st Year	174442.19448	180547.67129	6944.14120

# The Barossa Council

## SENIOR OFFICERS SCHEDULE

Enterprise Agreement Rates Effective from the first pay period commencing on or after  
27th October 2014

CLASS CODE	LEVEL	EA 27.10.13	ANNUAL GROSS	FORTNIGHTLY GROSS
SOS 011	<b>Level 1</b> 1st Year	75979.44221	78638.72269	3024.56626
SOS 012	2nd Year	78502.07690	81249.64959	3124.98652
SOS 013	3rd Year	81026.68086	83862.61469	3225.48518
SOS 021	<b>Level 2</b> 1st Year	83549.31552	86473.54157	3325.90544
SOS 022	2nd Year	86071.95022	89084.46848	3426.32571
SOS 023	3rd Year	88594.58488	91695.39535	3526.74598
SOS 031	<b>Level 3</b> 1st Year	91623.32193	94830.13819	3647.31301
SOS 032	2nd Year	94650.08966	97962.84280	3767.80165
SOS 033	3rd Year	97678.82672	101097.58565	3888.36868
SOS 041	<b>Level 4</b> 1st Year	100792.24232	104319.97080	4012.30657
SOS 042	2nd Year	104730.78205	108396.35942	4169.09075
SOS 051	<b>Level 5</b> 1st Year	109653.95668	113491.84517	4365.07097
SOS 052	2nd Year	113592.49638	117568.23375	4521.85514
SOS 061	<b>Level 6</b> 1st Year	118515.67101	122663.71950	4717.83537
SOS 062	2nd Year	122454.21071	126740.10808	4874.61954
SOS 071	<b>Level 7</b> 1st Year	127377.38535	131835.59384	5070.59976
SOS 072	2nd Year	133285.19489	137950.17671	5305.77603
SOS 081	<b>Level 8</b> 1st Year	141162.27429	146102.95389	5619.34438
SOS 082	2nd Year	149039.35371	154255.73109	5932.91273
SOS 091	<b>Level 9</b> 1st Year	160854.97279	166484.89684	6403.26526
SOS 101	<b>Level 10</b> 1st Year	180547.67129	186866.83978	7187.18615

# The Barossa Council

## SENIOR OFFICERS SCHEDULE

Enterprise Agreement Rates Effective from the first pay period commencing on or after  
27th October 2015

CLASS CODE	LEVEL	EA 27.10.14	ANNUAL GROSS	FORTNIGHTLY GROSS
SOS 011	<b>Level 1</b> 1st Year	78638.72269	81391.07799	3130.42608
SOS 012	2nd Year	81249.64959	84093.38733	3234.36105
SOS 013	3rd Year	83862.61469	86797.80620	3338.37716
SOS 021	<b>Level 2</b> 1st Year	86473.54157	89500.11552	3442.31214
SOS 022	2nd Year	89084.46848	92202.42488	3546.24711
SOS 023	3rd Year	91695.39535	94904.73419	3650.18208
SOS 031	<b>Level 3</b> 1st Year	94830.13819	98149.19303	3774.96896
SOS 032	2nd Year	97962.84280	101391.54230	3899.67470
SOS 033	3rd Year	101097.58565	104636.00115	4024.46158
SOS 041	<b>Level 4</b> 1st Year	104319.97080	107971.16978	4152.73730
SOS 042	2nd Year	108396.35942	112190.23200	4315.00892
SOS 051	<b>Level 5</b> 1st Year	113491.84517	117464.05975	4517.84845
SOS 052	2nd Year	117568.23375	121683.12194	4680.12007
SOS 061	<b>Level 6</b> 1st Year	122663.71950	126956.94968	4882.95960
SOS 062	2nd Year	126740.10808	131176.01187	5045.23123
SOS 071	<b>Level 7</b> 1st Year	131835.59384	136449.83962	5248.07075
SOS 072	2nd Year	137950.17671	142778.43289	5491.47819
SOS 081	<b>Level 8</b> 1st Year	146102.95389	151216.55727	5816.02143
SOS 082	2nd Year	154255.73109	159654.68167	6140.56468
SOS 091	<b>Level 9</b> 1st Year	166484.89684	172311.86823	6627.37955
SOS 101	<b>Level 10</b> 1st Year	186866.83978	193407.17918	7438.73766