



SOUTH
AUSTRALIAN
EMPLOYMENT
TRIBUNAL

WAKEFIELD REGIONAL COUNCIL ENTERPRISE AGREEMENT 2017

File No. 1796 of 2018

This Agreement shall come into force on and from 12 June 2018 and have a life extending for a period of 36 months therefrom.

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



DATED 20 JUNE 2018.

COMMISSIONER MCMAHON

WAKEFIELD REGIONAL COUNCIL

ENTERPRISE AGREEMENT

2017

CLAUSE 1 - TITLE

- 1.1 This Agreement shall be referred to as the Wakefield Regional Council Enterprise Agreement 2017.

CLAUSE 2 - ARRANGEMENT

1. Title
2. Arrangement
3. Application
4. Period of Operation
5. Definition
6. Relationship to Current Award
7. Objectives
8. Consultative Mechanism
9. Occupational Health Safety and Welfare
10. Employee Relations
11. Organisational Competitiveness
12. Specific Changes
13. Traineeship Program
14. Phased Retirement
15. Wage Rates
16. No Further Claims
17. Settlement of Disputes
18. Income Protection
19. Superannuation
20. Salary Sacrifice
21. Annual Holiday Leave
22. Sick Leave
23. Service Payments
24. Team Leader/Works Coordinator/Higher Duties
25. Signatories

Appendix A Rates of Pay

CLAUSE 3 - APPLICATION

- 3.1 This Agreement shall apply to the Wakefield Regional Council (the Employer); the Australian Workers Union (AWU South Australian Branch) and the (Amalgamated AWU (SA) State Union) (the Union); and all Employees of the Wakefield Regional Council who perform work under the Local Government Employees Award.

CLAUSE 4 - PERIOD OF OPERATION

- 4.1 This Agreement shall commence from the date of certification and remain in force until 1 June 2020. This Agreement shall be renegotiated six months prior to the end of its term.

CLAUSE 5 - DEFINITION

5.1 For the purpose of this Agreement:

"Award" means Local Government Employees Award.

"Employer" means the Wakefield Regional Council.

"Union" means the Australian Workers Union (AWU South Australian Branch) and (Amalgamated AWU (SA) State Union).

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

"Agreement" means the Wakefield Regional Council Enterprise Agreement - 2017.

"Consultation" means the process, which will have regard to Employees interested in the formulation of plans, which have a direct impact upon them. It provides Employees with the opportunity to have their viewpoints heard and taken into account prior to a decision being made.

"Benchmarking" means a process of comparing ourselves with others to find more efficient, productive and cost effective ways of delivering a service to the community"

CLAUSE 6 - RELATIONSHIP TO CURRENT AWARD

6.1 This Agreement shall be read in conjunction with the Local Government Employees Award, provided that where there is any inconsistency this Agreement shall take precedence.

6.2 This Agreement supersedes all previous certified Agreements

CLAUSE 7 - OBJECTIVES

7.1 The Aims of this Agreement are to develop and support a flexible workforce and management structure committed to the continued improvement and success of the Wakefield Regional Council, and there upon develop and encourage an **"Enterprise Culture"**.

7.2 The parties believe that the desire to embrace measures aimed at achieving improved productivity will ultimately lead to the success of the Enterprise and therefore offer to Employees a sustainable level of job security.

7.3 The aims and objectives of this Agreement will be achieved by addressing such matters as:

7.3.1 The removal of artificial demarcations and unreasonably restrictive working and management practices with a view to further and on-going harmonious industrial relations;

7.3.2 Improving flexibility in labour supply, without a reduction in current staff levels;

7.3.3 Reviewing and improving work arrangements;

7.3.4 Developing a high degree of participation, team work, trust and shared commitment to the goals and policies of the Wakefield Regional Council and the achievement of real and sustainable improvements in productivity;

- 7.3.5 Adoption of practices to improve standards of Work Health and Safety;
- 7.3.6 Looking at new ways of improving work practices and reduction of wastage and lost time;
- 7.3.7 Continuing development and adoption of initiatives designed to enhance Council's performance;
- 7.3.8 Introduction of measures to reduce absenteeism;
- 7.3.9 Continually looking at new ways to improve processes and customer satisfaction;
- 7.3.10 Affirmative action by all and commitment to Equal Employment Opportunity principles;
- 7.3.11 Ensuring Council's continued viability and stability, with all parties striving at all times to do all that is practical and reasonable to enhance, improve and sustain the image of the Wakefield Regional Council;
- 7.3.12 Implementing a training and skills improvement program within the Wakefield Regional Council for all Employees. Such a program will enable Employees to increase their level of individual expertise and in turn improve the excellence of the Wakefield Regional Council through the provision of defined career paths and opportunities; and
- 7.3.13 Ensuring strict adherence to the Award, this Agreement and all statutory provisions.

CLAUSE 8 - CONSULTATIVE MECHANISM

- 8.1 The parties agree that the effective operation of this Agreement is dependent on the continuation of the established Consultative Structures within the workplace. The principle Consultative Structure shall be known as the Consultative Committee.
- 8.2 Consultative Committee
 - 8.2.1 The Consultative Committee shall consist of:
 - 8.2.1.1 Representatives as nominated by the Wakefield Regional Council.
 - 8.2.1.2 Employee representatives elected by employees of the Wakefield Regional Council who are covered by the Local Government Employees Award and who are eligible to be members of the Australian Workers Union (AWU South Australian Branch).
 - 8.2.1.3 The State Secretary of the AWU (or their nominee), who shall be a permanent member of the committee.
 - 8.2.2 The role of the Consultative Committee shall be:

- 8.2.2.1 To reach decisions by consensus. All decisions will operate as recommendations to both parties.
- 8.2.2.2 To hear and acknowledge reports and ideas generated by Employee and Employer representatives on a range of issues.
- 8.2.2.3 To provide a forum for information flow between the Employer and Employees.
- 8.2.2.4 Meet at least every six months to discuss the working of the Agreement and consult on matters relevant to Council and the Employees.

CLAUSE 9 - WORK HEALTH AND SAFETY

- 9.1 All Employees of the Wakefield Regional Council shall be ensured a safe working environment at all times.
- 9.2 The Employer, Employees and the Union shall give full co-operation to the achievement of high standards of Work Health and Safety.
- 9.3 The parties recognise safety education and safety programmes shall be fundamental in achieving this objective. On all of the Employers projects there shall be strict compliance to all Acts and Regulations, and implementation of Industry Codes and Practice to provide protection to all.
- 9.4 All Acts, Regulations and Industry codes are readily available in written form at all Council depots.

CLAUSE 10 - EMPLOYEE RELATIONS

- 10.1 The parties recognise the need to maintain mutual trust and understanding to improve Employee relations throughout the Organisation.
- 10.2 The parties agree the need to refocus the traditional Industrial Relations approach to one of Employee relations, where consultation is viewed as essential to any change. Management recognises the need for Employee commitment to achieve effective improvements in productivity.
- 10.3 Management is committed to ensure that there is an opportunity for Employees to be involved and express their opinions, before changes occur which are likely to have an impact on the workplace and their jobs.

CLAUSE 11 - ORGANISATIONAL COMPETITIVENESS

- 11.1 The parties recognise the broad aims of the National Competition Policy, and the increasing pressure being extended from the Federal and State Governments and the community to introduce competitive tendering as a means of ensuring the delivery of services in a cost-effective manner. The parties further recognise that this approach may affect the way in which services are delivered to the community.
- 11.2 The Employer undertakes to anticipate and respond whenever possible to legislation and

policy changes, and accepts that this is an on-going process necessary to support the Organisation, the community and Employees.

- 11.3 The Employer is committed to the position that work historically undertaken by Employees should, subject to present and future requirements of the Trade Practices Act or other competition legislation, continue to be performed by the workforce which is subject to cost, quality, timeframe of service delivery and levels of service.
- 11.4 The use of service providers and/or contract labour is recognized as a legitimate way of managing the ongoing challenges of Council in the delivery of services to an expanding community whilst also maintaining a committed and efficient workforce. Council will seek to only utilize other service providers for supplement resourcing, or specialized and/or highly technical tasks for which the council does not have the necessary equipment, resources or expertise having regard to budgetary constraints, quality, timeframe of service delivery and levels of service in order to deliver the works program annually.
- 11.5 Benchmarking shall be carried out by the Council with a view to identifying opportunities of, but not limited to;
- Improved plant utilisation
 - Productivity improvements
 - Improved service standards

The parties to this Agreement agree to use the best endeavours to negotiate alternative work arrangements for patrol grading within 6 months of the benchmarking being completed. It is anticipated that these alternative work arrangements may include but not limited to;

- Shift work
 - Rotational shifts across a 6 or 7 day period
 - On the job starts
 - Extended hours
- 11.6 It is agreed that all parties will use their best endeavours to work towards genuine productivity savings to benefit the Wakefield community. In Year 1 of this Agreement, employees will participate in a Council-wide program to identify and agree on opportunities for operational and/or process improvements that will support employee safety and the delivery of more efficient customer services, with any agreed opportunities to be delivered in Years 2 and 3 of this Agreement.

CLAUSE 12 - SPECIFIC CHANGES

- 12.1 Flexible Hours - Aggregate Hours Approach (under standard Nine (9) day fortnight arrangement)
- 12.1.1 All Employees shall work thirty eight (38) hours per week over a two-week cycle, with a minimum working requirement of seventy six (76) hours. The hours of work shall be between the hours of 6.00 am and 6.00 pm, Monday to Friday.
- 12.1.2 The provision of a rostered day off (RDO) is incorporated within the two week cycle and is scheduled for each alternate Friday and is applied as;
- Construction and Maintenance – pay week Friday
 - Parks and Gardens – off pay week Friday

Where a Public Holiday occurs on a scheduled RDO (Friday), the adjacent normal work day will be taken as the RDO.

Flexibility exists to reallocate an RDO (by mutual agreement) within the two week cycle.

12.1.3 This Agreement allows for up to one hundred (100) hours to be worked over the two-week cycle, on the basis that the time worked above seventy six (76) hours, is paid at ordinary time or accumulated as time off in lieu of payment. Such work above seventy six (76) hours shall not be compulsory, but shall be by amicable agreement between the Employee and the Infrastructure Services Manager having regard to clause 12.2.1 as a compensation entitlement for extra hours of work undertaken.

12.1.4 For any time worked in excess of one hundred (100) hours in any two week cycle, the appropriate award penalty rates shall apply. However, if the Employee concerned agrees, the payment may be made at ordinary time and with any additional penalty rates accrued, taken as time off in lieu of payment.

12.1.5 All accredited time off in lieu of payment should be taken before 30 June in each year, at a time mutually agreed between the Employer and the Employee concerned. An assessment of accrued time will be undertaken by the Infrastructure Services Manager at 31 March (or as near practical of the relevant year) and a reduction schedule of accrued hours will be programmed to cap the "cashing out" of hours at 25.5 hours in total as at 30 June and any un-recouped accumulated accrued time in lieu will be "cashed out" by the Employer and paid to the Employee as remuneration.

12.1.6 This flexible hour's arrangement includes weekends, public holidays and scheduled rostered days off, but excludes call outs or recalls. If agreement occurs to work a public holiday, such payment to the Employee shall still include the public holiday entitlement that would have been paid if not worked.

12.2 Compensation for Penalty Rates – Grace days

12.2.1 In recognition of Clause 12.1.3 and the hours worked above the standard two week cycle (76 hours) at ordinary time or time off in lieu, the Employer shall provide three days extra paid leave each year at ordinary time. The three days extra paid leave to be taken during the Christmas/New Year break unless an Employee works at any time during that break by mutual agreement for the continuity of service provision during this period, then the entitlement for paid leave shall be taken at an alternative agreed time.

12.3 Security of Employment

As part of its commitment to the intentions of the Agreement, The Wakefield Regional Council gives the following undertakings to Employees:

12.3.1 For the life of this Agreement there shall be no forced redundancies in the workforce.

- 12.3.2 Any factors which may affect the staffing levels at the Wakefield Regional Council shall be discussed at the earliest possible opportunity with all Employees.

CLAUSE 13 – TRAINEESHIP PROGRAM

- 13.1 Trainees are selected and appointed by management as fixed term employees for a maximum of a two (2) year period based on individual skills and merit. In cases where courses studied as part of the traineeship have a duration of longer than two years, a longer traineeship will be considered to enable the course to be completed.
- 13.2 A probationary period of six (6) months will apply for the first year of the traineeship.
- 13.3 Trainees will undertake training in aspects of operations identified by management taking into account future skill needs of the council.
- 13.4 A maximum of two (2) trainees will be employed under this agreement at any time.
- 13.5 Following the finalisation of the two year traineeship the Employer, where possible, will seek to identify permanent employment opportunities for the Employee. The traineeship may be used in conjunction with the Phased Retirement Employees clause.
- 13.6 There is no guarantee of ongoing employment on the completion of the two (2) year Fixed Term traineeship.

CLAUSE 14 – PHASED RETIREMENT

- 14.1 An Employee and the Employer may agree to enter into an arrangement regarding Phased Retirement. In such circumstances:
- 14.1.1 the Employee will give up their right to on-going employment regardless of whether his/her substantive position remain on-going or not;
- 14.1.2 the Employee will be employed on Phased Retirement Contract of up to 24 months duration with an agreed end date;
- 14.1.3 the Employee is not exempt from his/her obligation to meet the required standard of conduct, behaviour and performance as it applies to all other Employees engaged in similar roles.
- 14.1.4 the Employee's employment will continue until the agreed end date unless:
- terminated on notice by either party in accordance with this Agreement; or
 - summary dismissal is lawful, in which case the Employer may terminate the Employee's employment before the agreed end date.
- 14.2 The Employee must provide his/her employer a written request to transfer to a Phased Retirement Contract at least 3 months prior to the date which he/she intends commencing such arrangements. Such request must specify:
- 14.2.1 a firm date of retirement;

- 14.2.2 the duration of the phased retirement contract sought (up to 24 months) duration with an agreed end date; and
- 14.2.3 details as to the changes to current working arrangements sought by the Employee.
- 14.3 Whilst an Employee has a right to request to transfer to a Phased Retirement Contract, the Employer may decline such a request, but only on reasonable grounds. The reason for refusing such request must be provided by the Employer to the employee in writing. When determining whether the Employer has been unreasonable when declining such a request, all relevant facts and circumstances must be considered, including but not limited to, the:
 - 14.3.1 nature of the Employee's role; and
 - 14.3.2 nature of the arrangements requested by the Employee and/or required by the Employer to accommodate this request; and
 - 14.3.3 size and nature of the relevant site where the Employee works; and
 - 14.3.4 consequences for the Employer of making such accommodation, including the financial impact of doing so, and the operational impact on efficiency and productivity and, if applicable, on customer service.
- 14.4 Where a request to transfer onto a Phased Retirement Contract is approved, the Employer will work with that Employee to develop an individual and specific program for phasing to retirement. Elements of this program may include:
 - 14.4.1 changed mode of employment including reduced working hours and transfer off shift work;
 - 14.4.2 access to accrued leave entitlements;
 - 14.4.3 access to other flexible working arrangements;
 - 14.4.4 a role in mentoring, training and developing other staff; and
 - 14.4.5 other activities as agreed by both parties.
- 14.5 Changes to working arrangements in preparation for retirement may impact on wage and superannuation entitlements depending on the type of work performed and the number of hours worked under the Phased Retirement Contract. Employees who are considering these changes are encouraged to seek financial advice, at their own expense.

CLAUSE 15 - WAGE RATES

- 15.1 Upon signing of this Enterprise Agreement with regard to workplace changes and objectives of this Agreement in Clause 7 the Employee's shall:
 - 15.1.1 Receive a wage increase of **2.5%** to current Enterprise Bargaining rates being applied to each designated level as from first full pay period after 1 June 2017.
 - 15.1.2 Receive a further **2.5%** wage increase being applied to each designated level as

from first full pay period after 1 June 2018.

- 15.1.3 Receive a further 3.0% wage increase being applied to each designated level as from first full pay period after 1 June 2019.
 - 15.1.4 A payment of \$28.00 per week is included in the wage rates to absorb allowances under Schedule 4 of the Award, except that which relates to First Aid Attendant and Cemetery Works.
- 15.2 Actual rates are contained in Appendix A

CLAUSE 16 - NO FURTHER CLAIMS

- 16.1 The Australian Workers Union (AWU South Australian Branch) undertakes that during the period of operation of this Agreement, there shall be no further wage increases sought or granted except for the following proviso:
- 16.1.1. This Enterprise Agreement shall not preclude increases granted by a State Wage Case or other authority for economic adjustment purposes, from being accessed by those covered by this Agreement. Such Wage Case Decisions must clearly state that any such increases are in addition to Enterprise Bargaining increases.

CLAUSE 17 - SETTLEMENT OF DISPUTES

- 17.1 In the event of a dispute arising between the Council and an Employee or Employees concerning any aspect of work, the following procedure shall be observed:
- 17.1.1 Employee(s) shall in the first instance, seek to resolve any dispute with the Infrastructure Services Manager.
 - 17.1.2 Conversely, the Infrastructure Services Manager should seek to resolve any disputes directly with the Employee(s) concerned, as appropriate.
- 17.2 If matters remain unresolved, then assistance should be sought from the Infrastructure Services Manager and the appropriate workplace representative, who may involve a Union Official.
- 17.3 If at this stage, matters are still unresolved, the Infrastructure Services Manager will liaise with the Chief Executive Officer, as appropriate.
- 17.4 If the issues remain unresolved, either party may refer the matter to the Australian Industrial Relation Commission for conciliation and if necessary arbitration. Both parties shall endeavour to have the hearing as early as possible.
- 17.5 While procedures 17.1, 17.2, 17.3 and 17.4 are being followed, work shall continue normally, except in a bonafide situation where the physical safety of any Employee is endangered.
- 17.6 The ultimate terms of settlement of a problem shall not be affected in any way, nor shall the right of any person involved in or affected, be prejudiced by the fact that normal work has continued without interruption.

- 17.7 None of the above precludes an Employee from representation by their Workplace representative, Union Official or person of their choice at any time.

CLAUSE 18 - INCOME PROTECTION

The Council will provide group income protection insurance for all Employees covered by the Agreement. The cost of such insurance is borne by the Council and includes provisions for accident and illness insurance and "top up" of Return to Work SA claim shortfalls during Return to Work SA payments.

Employees when accessing income protection shall be considered to be on leave without pay and no leave entitlements will be accrued while absent. The period of time absent on income protection will not break service, but shall not count towards service

CLAUSE 19 - SUPERANNUATION

- 19.1 The Employer shall pay superannuation contributions in respect of each Employee into the Employee's nominated superannuation fund.

- 19.2 For the purpose of this clause:

19.2.1 ***"Local Government Superannuation Scheme"*** means Statewide Super

19.2.2 ***"Superannuation contributions"*** means:

19.2.1 contributions which the Employer is required to pay under the terms of the rules governing Statewide Super;

19.2.2 contributions which the Employer must pay to a superannuation fund in respect of the Employee in order to avoid the imposition of a superannuation guarantee charge under the Superannuation Guarantee (Administration) Act 1992;

19.2.3 For any employee that does not provide a choice form, Council will pay to Statewide Super an amount (in respect to each Employee) no less than the amount specified in the Superannuation Guarantee Act.

19.2.3.1 The opportunity to renominate or switch to other superannuation providers shall only be provided on an annual basis and Council will not bear any third party or Employee costs or penalties associated with transferring superannuation providers;

19.2.3.2 any additional superannuation contributions which the Employer agrees to pay in respect of an Employee.

CLAUSE 20 - SALARY SACRIFICE

- 20.1 Subject to the following conditions, an Employee may apply to the Council to salary sacrifice any part of their salary paid each pay period by the Employer into the superannuation fund of the Employee's choice.
- 20.2 An application from the Employee will be lodged in writing detailing the amount of salary to be sacrificed and the distribution details thereof. In conjunction with the Income Tax Assessment Act salary packaging can only be based on prospective income.
- 20.3 The application being accepted by and meeting the terms of remuneration packaging guidelines as developed by the employer.
- 20.4 The Employee bearing the responsibility for any and all costs associated with taxation and any other matters in respect of the salary sacrifice arrangements (including, but not limited to, FBT, financial counselling and salary packaging fees as determined by the employer).
- 20.5 The Employee should seek independent financial advice prior to electing to sacrifice any salary for other benefits and will be required to declare in writing that the cash component is sufficient to meet their ongoing living expenses.
- 20.6 Any agreement to salary sacrifice is able to be rescinded by the Employee at any time, providing they give notice in writing in sufficient time to make the necessary administrative changes.

CLAUSE 21 - ANNUAL LEAVE

Shut down

- 21.1 Where Council requires the business operation or part of it for the purpose of allowing Annual leave to all or a majority of the employees in the enterprise or part concerned the following shall apply:
 - 21.1.1 It is generally noted that there will be one annual shutdown which will occur during December from the Christmas shutdown into January and is subject to the provisions of Clause 12.1.3. (continuity of service provision).
 - 21.1.2 Employees may elect to take all or part of accrued leave at the December/January shut down (minimum period of two (2) weeks must apply) and should an employee elect to split his/her Annual Leave any excess shall be taken during the year as approved by the Infrastructure Services Manager.
 - 21.1.3 The use of banked time (TOIL) may be granted where other leave arrangements are required.
 - 21.1.4 However, an Employee may make application to take an Annual Leave entitlement other than the times provided with approval for such leave at the discretion of Council. (a typical reason may be but not limited to overseas/interstate travel – honeymoon etc.)

CLAUSE 22 – SICK LEAVE

- 22.1 The Employees recognise the objectives and efficiencies as provided in Clause 7 of the Agreement and will if requested by Council, provide a Medical Certificate or any other reasonable evidence for any sick leave day/s taken where two (2) consecutive or more days are taken or where a sick leave day is taken on a day adjacent to an RDO, Public Holiday or weekend.
- 22.2 The Employee will make personal telephonic contact with the Works Coordinator or respective Team Leader as soon as practical to the normal scheduled commencement time of the work day commitment, the day sick leave is being taken advising of absenteeism.

CLAUSE 23 – SERVICE PAYMENTS

- 23.1 This Agreement recognises the flexibility and skill base within the Employees duties as provided for in the relevant Job and Person Specification – “Municipal Employee – Multi-skilled Plant Operator/General Hand” and the Award and provide for the following;
- 23.1.1 the years of service payment increment be applied to the base Grade the employee is appointed at and the pay rate is incremented to a total of 3 years of service at the base grade employed and as provided for in Appendix A;
- 23.1.2 the years of service payment increment being applied between Classification Grades of Grade 4 to Grade 8 of Appendix A where the years of service of the lower grade is recognised and applied at the annual service increment where the higher duties are undertaken accordingly at a higher Grade;
- 23.1.3 the higher Grade classifications for Mixed Functions/Higher Duties of Grade 4 to Grade 8 are detailed in Clause 5.4 and Schedule 7 of the Award and includes Leading Worker provisions;
- 23.1.4 this applies to all employees of Grade 4 to 8 (other than employees engaged on a casual basis);
- 23.2. The above payments shall be regarded as part of the wage rates for all purposes of the Award.
- 23.2.1. Provided however that the prescribed Service Increment shall only become and continue to be due if an employee shall:
- display good conduct during employment;
 - be diligent in the performance of duties;
 - demonstrate reasonable efficiency in the discharge of such duties;
 - be regular in attendance at work.
- 23.2.2. In circumstances where action is warranted as a disciplinary measure, a Council may withdraw an employee's Service Payments for a period of no longer than four weeks.

In the circumstances that the parties to the Award agree appropriate, the Service Increments may be withheld for a specified period greater than four weeks duration.

CLAUSE 24 TEAM LEADER/WORKS COORDINATOR/HIGHER DUTIES

24.1 Higher Duties

The Agreement recognises employees work with varied responsibilities such as Leading Worker as in accordance with the Award and therefore will apply provisions in accordance with the Award for short term work appointments involving increased responsibilities. Where a Team Leader/Works Coordinator position requires relief appointment due to absenteeism of the incumbent, then the Leading Worker will be paid in accordance with the Award.

24.2 This Agreement recognises the responsibility and leadership skills required for the relevant Job and Person Specifications of either the "Team Leader - Municipal Employee" or the "Works Coordinator – Municipal Employee"

24.2.1 The parties recognise the commitment to quality and the cost effective delivery of its infrastructure services which places an additional level of accountability on the positions of Team Leader - Municipal Employee and Works Coordinator – Municipal Employee

24.2.2 Accordingly, the classification of Municipal Employee Grade 9 and Grade 10 (described hereunder) has been established and added to the Classification Range and in accordance with the Field Staff structure.

24.3 Team Leader

A Municipal Employee Grade 9 (Team Leader) must demonstrate the following level of skills and competencies:

- Supervisory capabilities, responsible and a positive attitude towards the goals and objectives of their position;
- Adhere to work schedules with the ability to reorganise activities as required to cater for unforeseen circumstances;
- Ensure that the performance of the employee work team/s meets appropriate performance objectives;
- Identify unsatisfactory performance of employees in their work group and take the appropriate responsive action in accordance with the Council's performance management policy;
- Conduct on the job training and ensure that all employees in their work group are properly inducted on their job requirements, work practices and performance obligations;
- Ensure that all vehicles and equipment used in their work units are maintained in accordance with Council policy; and
- Ensure correct recording for all labour, equipment and materials.

24.4 Works Coordinator

A Municipal Employee Grade 10 (Works Coordinator) must demonstrate the following level of skills and competencies:

An employee may be classified as a Municipal Employee Grade 10 at the discretion of the

employer after having demonstrated their ability to competently perform all of the tasks listed for a Municipal Employee Grade 9 together with responsibility and leadership qualities and effective interpersonal and communication skills.

- To provide support in the planning, implementation and management of Council's Works Program.
- To effectively deliver infrastructure through solid project management.
- To promote and enhance the interests of Council in the community through the delivery of works to a high quality standard and within budget.
- To provide administrative and technical support to the Infrastructure Services Manager.
- To provide leadership and direction to the Infrastructure Services Department Field Staff.
- To effectively manage Council's staff, plant and equipment resources to ensure the effective delivery of services related to works and parks and gardens.
- To contribute to the development and implementation of compliant WHS strategies and activities associated with the management of workplace safety including risk identification, assessment and risk control.
- To ensure staff within the area of responsibility are operating in a safe working environment, and that plant and equipment are maintained in sound operational condition.
- Be responsible for taking care to protect personal health and safety and to avoid adversely affecting the health and safety of any other person while at work.
- Supervisory capabilities, responsible and a positive attitude towards the goals and objectives of their position;
- Adhere to work schedules with the ability to reorganise activities as required to cater for unforeseen circumstances;
- Ensure that the performance of the employee work team/s meets appropriate performance objectives;
- Identify unsatisfactory performance of employees in their work group and take the appropriate responsive action in accordance with the Council's performance management policy;
- Conduct on the job training and ensure that all employees in their work group are properly inducted on their job requirements, work practices and performance obligations.

24.5 The years of service payment increment accrual for service to Council under Clause 21 of the Agreement does not apply to Grade 9 (Team Leader) and Grade 10 (Works Co-ordinator)

24.5.1 Appointment shall be made at year 1 within Grade 9 and/or Grade 10 and transition between years will be based on years of service thereafter.

CLAUSE 25 - SIGNATORIES

Signed for and on behalf of the Wakefield Regional Council:



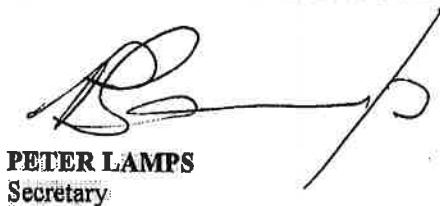
Jason Kuchel
Chief Executive Officer

Witness



On this 23rd day of April 2018

Signed for and on behalf of the Australian Workers Union, (South Australian Branch):



PETER LAMPS
Secretary

Witness



On this 30th day of April 2018

APPENDIX A - RATES OF PAY

This appendix produces the actual rates of pay for full time Employees, having regard to the prescribed payments applicable.

Grade	2.5% Increase June 2017	2.5% Increase June 2018	3% Increase June 2019
Grade 4			
Year 1	1075.71	1102.60	1135.68
Year 2	1086.54	1113.70	1147.11
Year 3	1097.21	1124.64	1158.38
Grade 5			
Year 1	1102.22	1129.78	1163.67
Year 2	1113.05	1140.88	1175.11
Year 3	1123.72	1151.82	1186.37
Grade 6			
Year 1	1122.11	1150.16	1184.66
Year 2	1132.94	1161.26	1196.10
Year 3	1143.61	1172.20	1207.37
Grade 7			
Year 1	1141.99	1170.54	1205.66
Year 2	1152.82	1181.65	1217.09
Year 3	1163.50	1192.58	1228.36
Grade 8			
Year 1	1160.26	1189.27	1224.95
Year 2	1171.09	1200.37	1236.38
Year 3	1181.76	1211.31	1247.65

Grade	2.5% Increase June 2017	2.5% Increase June 2018	3% Increase June 2019
Grade 9 Team Leader			
Year 1	1252.82	1284.15	1322.67
Year 2	1276.73	1308.64	1347.90
Year 3	1300.64	1333.16	1373.15
Year 4	1324.54	1357.66	1398.39
Grade 10 Works Coordinator			
Year 1	1525.17	1563.30	1610.20
Year 2	1565.00	1604.13	1652.25
Year 3	1604.85	1644.98	1694.33