

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

Industrial Relations Act 2016 – s 193 – certification of an agreement

Richmond Shire Council

AND

Australian Workers' Union of Employees, Queensland

Queensland Services, Industrial Union of Employees

(Matter No. CB/2018/190)

RICHMOND SHIRE COUNCIL - CERTIFIED AGREEMENT 2018

Certificate of Approval

On 18 January 2019 the Commission certified the attached written agreement in accordance with section 193 of the *Industrial Relations Act 2016*:

Name of Agreement:	<i>Richmond Shire Council - Certified Agreement 2018</i>
Parties to the Agreement:	<ul style="list-style-type: none">• Richmond Shire Council• The Australian Workers' Union of Employees, Queensland• Queensland Services, Industrial Union of Employees
Operative Date:	18 January 2019
Nominal Expiry Date:	31 August 2022
Previous Agreement:	<i>Richmond Shire Council Certified Agreement 2012-2013 (CA/2012/13)</i>
Termination Date of Previous Agreement:	18 January 2019

By the Commission

THOMPSON IC
18 January 2019

**RICHMOND SHIRE COUNCIL
CERTIFIED AGREEMENT 2018**

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PART 1 – PRELIMINARY

1.1 Title

This Agreement shall be known as Richmond Shire Council – Certified Agreement - 2018

1.2 Purpose of the agreement

This Agreement facilitates a workplace that is responsive to a changing environment. Management and employees can then anticipate and react to pressures from the community, business and government sectors. Accordingly it assists Council and its employees to maximise efficiency and effectiveness. This process will include the following elements:

- a) Provide greater flexibility in workplace practices and facilitate improved efficiency, productivity and quality of employment and provide rewards and recognition commensurate with these improvements.
- b) Commit to achieving continued productivity improvements and established performance indicators to ensure provision of a quality service to the community and the Council's customers.
- c) Promote a harmonious and productive work environment through ongoing cooperation and consultation.
- d) Commit to maintaining a healthy and safe work environment.
- e) Focus on competitiveness to ensure the Council maintains a viable, effective and secure workforce.
- f) Promote job satisfaction by enabling employees to gain and utilise a broad range of skills and access relevant training programs in order that employees can achieve these objectives.
- g) The parties will be committed to and cooperate with the terms of this Agreement to ensure its ongoing success.

1.3 Parties bound

The parties to this agreement are Richmond Shire Council and its employees subject to this agreement and the following unions:

- a. The Australian Workers' Union of Employees, Queensland (AWUEQ),
- b. Queensland Services, Industrial Union of Employees (QSU).

1.4 Application of agreement

1.4.1 This Agreement applies to the Richmond Shire Council (Council) and employees engaged in classifications listed in Schedules to this Agreement, except those specifically excluded in Clause 1.4.2.

1.4.2. This Agreement shall not apply to the employment of a senior officer, as defined in Division 2 – Section 1 – Clause 4.2 of the Queensland Local Government Industry (Stream A) Award – State 2017, employed pursuant to a written contract of employment, where:

- a) The contract of employment states that the Award will not apply to the terms and conditions applicable to the employee; and
- b) The terms and conditions of the contract do not result, on balance, in a reduction in the overall terms and conditions of employment that would have been applicable to the employee under this Agreement.

1.5 Date of operation

This Certified Agreement shall operate in accordance with its terms from the date of certification with a nominal expiry date of 31 August 2022

1.6 Renegotiation

Any party to this agreement may propose renegotiation of this agreement within six months prior to this Agreement's nominal expiry date with an aim to finalise the replacement agreement prior to this agreement reaching the nominal expiry date.

1.7 Posting of agreement

A copy of this Agreement shall be available in the workplace with convenient access to employees in either electronic or printed format.

1.8 Relationship to parent award

This Agreement shall be read and applied wholly in conjunction with the terms of the following Awards: -

- a) Queensland Local Government Industry (Stream A) Award - State 2017
- b) Queensland Local Government Industry (Stream B) Award - State 2017
- c) Queensland Local Government Industry (Stream C) Award - State 2017

Where the terms "Award" or "Awards" are used in the Agreement it refers to one or more of the Awards listed above.

Provided that where there is any inconsistency between this Agreement and the above Awards, this Agreement shall prevail to the extent of that inconsistency. Where this Agreement is silent, then the applicable Award shall apply.

PART 2 – TERMS AND CONDITIONS OF EMPLOYMENT

2.1 Dispute Settlement/Resolution

2.1.1 Prevention and settlement of disputes – Award/Agreement matters

- a) The objectives of this procedure are the avoidance and resolution of any disputes over matters covered by the relevant Awards and this Agreement by measures based on the provision of information and explanation, consultation, co-operation and negotiation.
- b) Subject to legislation, while the dispute procedure is being followed normal work is to continue except in the case of a genuine safety issue. The status quo existing before the emergence of a dispute is to continue whilst the procedure is being followed. No party shall be prejudiced as to the final settlement by the continuation of work.
- c) In the event of any disagreement between the parties as to the interpretation or implementation of the relevant Awards and this Agreement, the following procedures shall apply:
 - i) the matter is to be discussed by the employee's union representative and/or the employee/s concerned (where appropriate) and the immediate supervisor in the first instance. The discussion should take place within 24 hours and the procedure should not extend beyond 7 days;
 - ii) if the matter is not resolved as per clause 1.1(c)(i), it shall be referred by the union representative and/or the employee/s to the appropriate management representative who shall arrange a conference of the relevant parties to discuss the matter. This process should not extend beyond 7 days;
 - iii) if the matter remains unresolved it may be referred to the employer for discussion and appropriate action. This process should not exceed 14 days;
 - iv) if the matter is not resolved then it may be referred by either party to the Commission.
- d) Nothing contained in this procedure shall prevent unions or the employer from intervening in respect of matters in dispute should such action be considered conducive to achieving resolution.

2.1.2 Prevention and settlement of employee grievances and disputes – other than Award/Agreement matters

a) The objectives of the procedure are to promote the prompt resolution of grievances by consultation, co-operation and discussion to reduce the level of disputation and to promote efficiency, effectiveness and equity in the workplace.

b) The following procedure applies to all industrial matters within the meaning of the Act:

Stage 1: In the first instance the employee shall inform such employee's immediate supervisor of the existence of the grievance and they shall attempt to resolve the grievance. It is recognised that an employee may exercise the right to consult such employee's union representative during the course of Stage 1.

Stage 2: If the grievance remains unresolved, the employee shall refer the grievance to the next in line management ("the manager"). The manager will consult with the relevant parties. The employee may exercise the right to consult or be represented by such employee's representative during the course of Stage 2.

Stage 3: If the grievance is still unresolved, the manager will advise the employer and the aggrieved employee may submit the matter in writing to the employer if such employee wishes to pursue the matter further. If desired by either party the matter may also be notified to the relevant union.

c) The employer shall ensure that:

i) the aggrieved employee or such employee's union representative has the opportunity to present all aspects of the grievance; and

ii) the grievance shall be investigated in a thorough, fair and impartial manner.

d) The employer may appoint another person to investigate the grievance or dispute. The employer may consult with the employee representative in appointing an investigator. The appointed person shall be other than the employee's supervisor or manager.

e) If the matter is notified to the union, the investigator shall also consult with the union during the course of the investigation. The employer shall advise the employee initiating the grievance, the employee's union representative and any other employee directly concerned of the determinations made as a result of the investigation of the grievance.

f) The procedure is to be completed in accordance with the following time frames unless the parties agree otherwise:

Stage 1: Discussions should take place between the employee and such employee's supervisor within 24 hours and the procedure shall not extend beyond 7 days.

Stage 2: Not to exceed 7 days

Stage 3: Not to exceed 14 days

g) If the grievance or dispute is not settled the matter may be referred to the Commission by the employee or the union.

h) Subject to legislation, while the grievance procedure is being followed normal work is to continue except in the case of a genuine safety issue. The status quo existing before the emergence of a grievance or dispute is to continue while the procedure is being followed. No party shall be prejudiced as to the final settlement by the continuation of work.

- i) Where the grievance involves allegations of sexual harassment an employee should commence the procedure at Stage 3.

2.2 Consultation

- 2.2.1 As soon as practicable after a major change likely to have significant effects on employees is proposed, and prior to a decision being made, Council will notify each affected employee and the relevant union of the proposed change in writing and commence discussions.
- 2.2.2 'Significant effects' includes termination of employment; major changes in the composition, operation or size of the employer's workforce or in the skills required; the elimination or diminution of job opportunities or job tenure; the alteration of hours of work; the need for retraining or transfer of employees to other work or locations and the restructuring of jobs.
- 2.2.3 Where the Award makes provision for alteration of any of the matters referred to in clause 2.2.2 an alteration shall be deemed not to have significant effect.
- 2.2.4 Council shall consult with the employees affected and their union/s about the introduction of the changes, the effects the changes are likely to have on employees (including the number and categories of employees likely to be dismissed, and the time when, or the period over which, the employer intends to carry out the dismissals) and ways to avoid or minimise the effects of the changes (e.g. by finding alternate employment).
- 2.2.5 Council will give prompt and genuine consideration and shall report back in writing on any matters raised by the employees and/or the relevant Union in relation to the changes.
- 2.2.6 For the purpose of such consultation the employer shall provide in writing to the employees concerned and, where relevant, their union/s, all relevant information about the changes including the nature of the changes proposed, the expected effects of the changes on employees, and any other matters likely to affect employees.
- 2.2.7 Notwithstanding the provision of clause 2.2.4 the employer shall not be required to disclose confidential information, the disclosure of which would be adverse to the employer's interests.
- 2.2.8 Where appropriate a special meeting of the Parties referred to in clause 1.3 of this Agreement will be organised at the request of any party to this agreement at a time mutually agreed by the parties.
- 2.2.9 At that special meeting of the parties employees and their union/s will provide feedback on the employer's proposal including options which will include ways to avoid or minimise the effects of the proposed changes. Council commits to give genuine consideration to any proposals received.

2.3 Superannuation

- 2.3.1 Superannuation contributions will be made to a complying fund of the employee's choice. Where the employee does not choose a fund, superannuation payments will be made by Council to LGIA Super as the default fund.
- 2.3.2 Superannuation payments will be made for all periods of paid leave in accordance with legislative requirements.
- 2.3.3 Council will continue to pay superannuation contributions to the nominated superannuation fund monthly and payments disclosed on employee's payslips.

2.4 Salary Sacrifice

- 2.4.1 Salary sacrifice refers to an arrangement where an employee elects to receive part of their gross salary as a benefit rather than as salary. To achieve this, the Employee sacrifices a portion of their pre-tax ordinary pay as prescribed by the Award or this agreement for the specified benefits.
- 2.4.2 Council encourages Employees to seek independent financial advice prior to entering into any salary sacrifice arrangements.

- 2.4.3 All salary sacrifice arrangements must comply with any Australian taxation laws and rulings affecting salary sacrifice arrangements that may be introduced or amended from time to time.
- 2.4.4 Employees will have the option of requesting that part of their gross pay may be salary sacrificed to provide the following benefits:-
- i. Contributions to a complying superannuation fund
 - ii. Lease of a motor vehicle, or
 - iii. Any other lawfully deductible benefits as requested by the employee, including but not limited to, remote area benefits, tools of trade and relocation benefits where applicable and which salary sacrifice arrangements are available.
- 2.4.5 Council may engage the services of independent salary sacrificing organisations to facilitate the management of salary sacrificing arrangements.
- 2.4.6 Any tax, direct financial and administration costs of the salary sacrifice arrangement will be borne by the employee and no additional cost will be incurred by Council due to the salary sacrifice arrangement.
- 2.4.7 Notwithstanding anything contained in this clause, the employees gross pay prior to any salary sacrifice deduction will be used as the basis of calculation of any other entitlements or deductions that may derive from the pay rate. Such matters include, but not limited to:
- i Termination Payments, superannuation and paid leave
 - ii Calculation of redundancy benefits
 - iii Calculation of overtime, shift and allowance payment.

PART 3 – WAGES AND ALLOWANCES

3.1 Wages

All employees covered by this Agreement will be paid wages in accordance with the schedules contained in Schedule 1.

It is agreed that the award and overaward payments (excluding performance bonus – 6%) shown in the Schedule 1 to the Richmond Shire Council Certified Agreement 2012-2013 will be combined in this certified agreement. The amounts shown in the column titled “Rate Immediately Prior to Agreement Certification” in Schedule 1 are the actual pay rates for each classification level immediately prior to certification of this agreement. The wage amounts payable to employees covered by this certified agreement listed in that column will be increased following certification of this agreement as follows:-

- i. From the first full pay period after 1 September 2018 – 2.0% increase
- ii. From the first full pay period after 1 September 2019 – 2.0% increase
- iii. From the first full pay period after 1 September 2020 – 2.25% increase
- iv. From the first full pay period after 1 September 2021 – 2.25% increase

In addition to the rates shown in schedule 1, an additional 6% of the pay rates applicable will be paid to employees who meet the requirements outlined in clauses 3.2 and 3.3 below.

3.2 Performance Bonus

3.2.1 A 6% performance bonus calculated on the applicable rates shown in Schedule 1 to this agreement will be payable to employees who meet the requirements of this clause and clause 3.3. Council will establish a performance agreement with employees and will apply the principles of natural justice in assessing the performance of an employee.

3.2.2 Employees who are subject to a probationary period will be ineligible for the performance bonus until they have satisfactorily completed their probationary period.

3.3 Performance Management

3.3.1 Performance appraisals of all employees will take place annually with their direct Supervisor.

3.3.2 The performance bonus may not be paid in cases where an employee has a proven breach of Council's Code of Conduct and/or has displayed unsatisfactory performance.

3.3.3 An "unsubstantiated absence" is a form of unsatisfactory performance. Unsubstantiated absences may reduce an employee's performance bonus in the following manner:

1 x Unsubstantiated absence = no performance bonus for 1 month

2 x Unsubstantiated absence = no performance bonus for 3 months
3 x Unsubstantiated absence = no performance bonus for 12 months.

3.3.4 Each hour that is an unsubstantiated absence will be recorded in Council's time and wages records as 'Non-approved absence without pay'.

3.3.5 An "unsubstantiated absence" is defined as a day (or part-day) absence from work where the employee did not have an adequate reason for being absent from work and/or did not notify their supervisor of their absence from work in an acceptable manner or in a reasonable timeframe and/or if required by this Agreement or a relevant Award, did not provide adequate evidence of the reason for the absence upon request by Council.

3.3.6 An employee will generally progress through the bonus reduction schedule under clause 3.3.3 for each unsubstantiated absence, however, if the employee has other performance issues then Council at its discretion may apply additional performance bonus reductions for any other performance issues in addition to any unsubstantiated absences:

Example of clause 3.3.6

A first unsubstantiated absence = removal of performance bonus for 1 month; second unsubstantiated absence and other unrelated performance issues = removal of performance bonus for 6 months).

In considering the extent of any performance bonus reduction Council may take the employee's particular circumstances into account. However, if there are no other performance issues, other than that relating to unsubstantiated absences, the bonus removal schedule outlined in Clause 3.3.3 will followed.

3.3.7 Where the employee has had their performance bonus withdrawn for twelve (12) months, due in part or wholly to unsubstantiated absences, but the employee has had an exemplary attendance record for a subsequent consecutive nine (9) month period from the last unsubstantiated absence, the employee may apply through their supervisor and Manager/Director to the Chief Executive Officer to have their performance bonus reinstated, in whole or in part, at an earlier date. Early reinstatement of a performance bonus is at the complete discretion of the Chief Executive Officer and may take into consideration any other performance issues associated with the employee's employment.

3.3.7 Nothing in clause 3.3 prevents Council from commencing disciplinary action against an employee in accordance with the Local Government Regulations 2012 concurrently with the bonus reduction performance management process outlined.

3.4 Allowances

Except as provided below in this clause, all allowances will be paid as per the relevant parent awards.

3.4.1 Camp

- i. Camps that are established for all road work will include single quarter accommodation, kitchen and relevant amenities in accordance with the work place amenities code of practice (or its successor)

- ii. When the Council does not provide food in the camps whilst road work is being undertaken, Council will pay \$70.00 per day, in lieu thereof for the life of this agreement.
- iii. Where Council does provide food the applicable Award rate for camp allowance will only apply.

3.4.2 Construction workers

For employees subject to the Queensland Local Government Industrial (Stream B) Award State 2017 Division 2 section 5, Construction, Reconstruction, Alteration, Repair and/or Maintenance Work allowance shall be as per clause 13.2 of that Award, but which for the purpose of this Agreement, is a divisible rate (to be divided by the number of ordinary hours worked by the employees concerned) and which is only payable as part of the employees ordinary rate for each hour whilst actually undertaking construction work as defined by the Award.

3.4.3 Final Trim

Designated Final Trim operators are those grader operators responsible for construction roads to level tolerances of + or - 15mm and shall be entitled to an additional \$4.20 per hour for the life of this agreement.

3.4.4 Laser

A grader operator competent in the use of laser assisted final trim devices shall be entitled to a laser allowance of \$42.00 per week for the life of this agreement.

3.4.5 Safety boots

Council will reimburse the cost of safety boots up to the amount of \$220.00 per annum inclusive of GST, upon the production of a purchase receipt, showing the name of the supplier, ABN, and total cost (including GST) to the employee for the life of this agreement.

3.4.6 Reimbursement for use of own vehicle

3.4.6.1 Where an employee is required to use a private motor vehicle for Council business or on work related travel the employee is entitled to an allowance in accordance with the current ATO rates

3.4.6.2 Nothing in this clause prevents the employer and an individual employee/s from agreeing to a different averaged allowance, and where such allowance is agreed in writing shall displace any right to an allowance pursuant to abovementioned rates in clause 3.4.6.1.

3.4.7 Funeral allowance

The Richmond Shire Council from time to time supports the community to conduct funeral services. Where an employee is directed to undertake duties associated with the activities listed below the following additional allowance payments in addition for payments for time worked will be paid. Only one employee will receive any of the allowances listed below for each funeral.

- i. Collection of body and place in coffin and deliver to required location - \$125
- ii. Drive funeral Hearse to funeral service, funeral service to cemetery/crematorium and return and perform duties as required to support funeral process - \$125
- iii. Prepare and remediate grave site including placement of coffin lowering device and support for service - \$125
- iv. Prepare and clean hearse and any equipment prior to and following funeral service - \$125

3.4.8 Traffic control

Employees engaged to undertake traffic control will be classified at Level 5 of the Queensland Local Government Industrial (Stream B) Award State 2017 Division 2 Section 5 and paid at the equivalent Agreement rate.

3.5 Apprentices

Except as provided below in this clause all apprentices and trainees employed by the Richmond Shire Council will be employed under the terms of Order – Apprentices’ and Trainees’ Wages and Conditions (Excluding Certain Queensland Government Entities) 2003 as read in conjunction with this certified agreement and the relevant award.

An Adult Apprentice with the Richmond Shire Council shall be paid in addition to any eligible allowances as follows:

- (a) Upon successful completion of their probation period at a rate equivalent to 90% of the relevant qualified adult rate as provided under this Agreement, regardless of age;
- (b) Upon successful completion of three (3) years’ service, or upon the attainment of 75% of the competencies required for the completion of such apprenticeship, whichever occurs earlier, at the equivalent Agreement rate which corresponds to Level 1 (after 6mths) of the Queensland Local Government Industry (Stream B) Award - State 2017 – Division 2 Section 5 ,
- (c) Clause 3.5 (a) and (b) shall not apply to Apprentices who, immediately prior to commencing an Apprenticeship with Council, were already employed by Council, if their pre Apprenticeship rate would have been higher than the rates stated in 3.5 (a) and (b).

Notwithstanding anything contained in clause 3.5, an Adult Apprentice may be returned to the relevant minimum Agreement rates of pay stipulated by the Order – Apprentices’ and Trainees’ Wages and Conditions (Excluding Certain Queensland Government Entities) 2003, should the Apprentice fail to attain all required competencies in the allocated time and/or for a proven breach of Council’s Code of Conduct.

PART 4 – HOURS OF WORK

4.1 Flexible working hours

The parties agree to investigate further flexible working arrangements and continue existing arrangements, provided that any such increased flexibility contributes to greater productivity and or efficiency.

Eligible employees may apply for flexible working arrangements under the Flexible Arrangement and Quality Part Time Work Policy, as amended.

Employee requests for flexible working arrangements will be subject to the employee demonstrating that such arrangements do not negatively impact on Councils service deliver capacity or capability or result in additional cost to the Council.

By mutual agreement Council, an individual employee, or by majority a group of employees , can reach alternative arrangements involving the following provisions as they relate to Awards listed at clause 1.8:-

- Span of ordinary hours;
- Rostering and Work Cycles;
- The number of hours worked
- Roster breaks;
- Timing of rest pauses, meal breaks and annual leave;
- Contract of Employment and Period of Notice;

Such arrangements, and any subsequent changes to those arrangements, must be recorded in writing.

Without limiting the options for arrangements of work cycles, examples of the way work cycles may be arranged by agreement are as follows:

- Full time employees working 145 hrs (Corporate Stream) in a 4 week cycle or 152 hrs (Operational Stream) in a 4 week cycle
- by employees working less than 8 ordinary hours each day (Operational Stream); or•

- by employees working 8 hours or less than 8 ordinary hours on one or more days each work cycle (Corporate Stream); or
- by fixing one or more work days on which all employees will be off during a particular work cycle; or
- by rostering employees off on various days of the week during a particular work cycle, so that each employee has one work day off during that cycle.

The parties are committed to modernising the terms of this Agreement so that it provides for more flexible working arrangements that suit both individuals, groups of employees and Council, whilst helping to enhance the productivity capacity of Council, improving the quality of work life and improved work/life balance of employees, enhancing job satisfaction and assisting positively with the retention of staff where Council has a requirement to undertake a restructuring process.

The parties commit themselves to the following principles:

- Acceptance in principle that new structures may be more suitable for the needs of Council, reflecting the different skill levels of the tasks to be performed and which shall incorporate the ability for an employee to perform a wider range of duties where appropriate.
- The parties will create a genuine career path for employees which allows advancement based on skill/qualification acquisition, use of such skills/qualifications and the requirement to perform functions.
- Co-operation in the transition from current structures and definitions to new structure without creating false expectations or disputation

Council may direct an employee to carry out such duties as are within the limits of the employee's skill, competence and training consistent with the classification structure of this agreement provided that such duties are not designed to promote de-skilling.

Council may direct an employee to carry out such duties and use such tools and equipment as may be required provided that the employee has been properly trained in the use of such tools and equipment.

The parties agree that there is a need, both individually and collectively, to continually address workplace efficiencies and effectiveness at all levels so that Council can improve its future capacity for improved service delivery.

The parties agree that adequate consultation and communication provides a major contribution to efficient, flexible and productive employee and management practices. It is agreed that the need for reasonable consultation and communication extends to ensuring reasonable communication between all levels catering for an information flow between management and employees and/or an agent or representative for the employee.

4.2 Rosters and Rostered Days Off

Notwithstanding the ability for Council and employee/s to enter alternative arrangements pursuant to clause 4.1, the default position under this Agreement shall be as follows:

- 4.2.1 The work cycle for all full time indoor employees will be a nineteen day month based on a 72.5 hour fortnight. The rostered day off will be determined by the indoor staff roster. An indoor employee's rostered day off may be on any ordinary working day (i.e. not necessarily a Monday or Friday).
- 4.2.2 The work cycle for all full time outdoor employees will be a nine (9) day fortnight based on a 76 hour fortnight. The rostered day off will be taken at the end of every pay period on a Friday or as determined by the outdoor employee's roster.
- 4.2.3 Council maintains the right to set rosters according to operational needs and, subject to clause 4.3, once set may only be altered by Council by mutual agreement or by the provision of 1 months' notice.

4.3 Rostered Days Off – Special conditions

The following special conditions apply to rostered days off:

- 4.3.1 Where an unforeseen or emergency situation arises that requires Council to respond to a pressing community need, a supervisor of a section of Council may direct an employee with one day's notice to change their rostered day off, to be taken on another substitute day. Subject to 4.3.4, any substitute day off may be arranged by mutual agreement.
- 4.3.2 An employee may request to change or bank their designated rostered day off and will complete the approved form for authorisation by their Supervisor for payroll. Council may grant such change or banking of up to 5 days rostered day off at its discretion. Banked rostered days off will automatically be cleared before debiting the employee accrued annual leave balance when an employee applies for and is approved annual leave.
- 4.3.3 Where possible non urgent medical appointments are to be made on Rostered days off.
- 4.3.4 All outdoor employees will be required to work their first Rostered day off in January to save for use as a wet weather day. If the wet weather day is not taken, then it will be available to be taken during the Christmas period. .

PART 5 – LEAVE

5.1 Annual leave

All employees regardless of classification will be entitled to accrue 5 weeks annual leave per annum. Annual leave loading will be paid on all annual leave accrued.

Employees, except in exceptional circumstances, will give 21 calendar days' notice for request of annual leave. The manager will respond to the application within 14 calendar days of submission by the employee. If approval is not given to the application, Council will provide a reason for the application not being approved.

5.2 Christmas Shutdown

- 5.2.1 It is a requirement of this Agreement that all employees of Council take annual leave (or otherwise Long Service Leave, or Leave Without Pay, or RDO's) during the designated close down period over Christmas as set by management for relevant employees or gangs. Council will give notice by 1 September each year of the Christmas shut down. To allow those that are not deemed qualified for sufficient annual leave to cover the period of the close down to take paid leave on a proportionate basis and to take such accumulated time off/Rostered Day Off/long service leave or leave without pay, as may be available to the employee to apply towards the close down period. RDO's will be utilised first, before other leave balances, during the Christmas shut down.
- 5.2.2 New employees appointed in the calendar preceding the Christmas close down will be eligible to nominate for work during the close down period with the Council's Operational requirements if they have insufficient leave to cover the set close down period. Where possible, Council will endeavour to provide equitable opportunity for Employees to work, however work will only be assigned on an as-needs basis (i.e. not all nominees may be assigned work).

5.3 Returning to work during annual leave on the request of Council

- 5.3.1 Council may direct an employee (or employees) to return to work from Annual Leave in emergency situations. If an employee is directed to return to work from Annual leave for a period of up to three consecutive days they will be compensated for such inconvenience by way of the payment of an allowance equal to the relevant casual loading for each hour worked, and which shall be paid separate to the employees' ordinary rate and all other normal permanent entitlements. In lieu of this Council will re-credit the employees annual leave entitlements for the equivalent number of days worked. In such circumstances Council will also seek to mitigate or compensate the employee for any other reasonable adverse costs incurred which directly arise out of the requirement for the employee to return to work.

5.3.2 Where a request to return to work from a period of annual leave will likely be for a period greater than three consecutive days, and/or where it does not relate to an emergency situation, Council may request, but not require, the employee to return to work. In such cases where the employee returns to work, Council will re-credit the employee's leave entitlements and pay the employee for such time worked based on their ordinary arrangements. To be clear, the employee has the right to refuse to return to work in these circumstances.

5.4 Personal/Sick leave

5.4.1 Personal/Sick leave will accrue in accordance with the relevant awards listed at clause 1.8.

5.4.2 Employees will be entitled to four (4) single days per financial year of absence from work on Sick Leave without having to provide a medical certificate. Each and every day thereafter will require the employee to promptly produce a medical certificate from a duly qualified medical practitioner. Clause 5.4.2 also applies where the employee is utilising Leave Without Pay for their absence from work.

5.4.3 Employees must notify their direct Supervisor of their absence from work, and the expected duration of their absence, as close as possible to the start of the working day. Employees must promptly notify their direct Supervisor of any change to their expected absence. To report an absence, the employee must notify their direct Supervisor or if incapable have their family/friend notify the employee's direct Supervisor to report an unexpected absence. If the employee fails to notify their direct Supervisor of their absence by a reasonable time, the employee's absence may be recorded as an "unsubstantiated absence" as defined in clause 3.3

5.4.4 For the purpose of Clause 5.4.3, the "reasonable time" will depend on the particular circumstances but should be no later than two (2) hours from the time of commencement of work for the day.

5.5 Payment for sick leave upon termination

5.5.1 Where an employee's employment is terminated at the initiative of Council, Council will pay the employee 50% of an employee's accrued sick leave entitlement, accrued after 21 January 2009 subject to the following conditions:

- i The calculation of the employee's entitlement will be based on sick leave accrued after the commencement date of the first Richmond Shire Council Certified Agreement dated 29 January 2009;
- ii If the employee is to be employed with another Council they may seek to have their accrued sick leave transferred in full to their new employer and relinquish the payment of 50% sick leave. Employees should note that this is not automatic and is up to the new Council to agree;
- iii If the employee is to be employed with another Council they may choose to receive the payment of 50% of their accrued sick leave and relinquish the balance of their accrued sick leave, so that in effect they will commence at the new Council with a Nil balance;

5.5.2 There will be no pay out of sick leave if an employee is terminated for reasons that relate to misconduct and/or poor performance;

5.6 Absenteeism Management Procedure

Personal/ Sick leave should only be claimed when injury or illness or the requirement to care for an immediate family member or household which prevents an Employee from attending work.

The Parties to this Agreement recognise that absenteeism and abuse of personal sick leave is a controllable overhead and abuse of this benefit is detrimental to the operations of the employer in respect to services to rate payers. In recognising this, the Parties have agreed on the following procedure to manage personal sick leave abuse and absenteeism:

- (i) The Parties agree that personal leave is unlike annual or long service leave in that it is conditional upon an employee being ill or injured to the point of being unfit for duty or be required to care for an immediate family member or household.
- (ii) This procedure is designed to curtail personal leave abuse and absenteeism by employees who are absent from work and who are not genuinely unfit for duty and is to operate notwithstanding other provisions of this Agreement.
- (iii) The Council shall from time to time review employee's sick records with a view to determining employees who have a record of attendance which gives cause for reasonable concern. Where such concern is deemed an unsatisfactory record the following process will be implemented. At any time during this process an employee shall have the right to be accompanied or represented by a person or organisation of their choice.
- (iv) Any employee with an unsatisfactory record (due to frequent patterns or other reasonable concerns) shall be interviewed by their manager. The employee shall be notified at the time of setting the interview time and date that they are entitled to have a nominated representative or a support person of their choice present at the initial and any subsequent meeting. If the discussion does not provide satisfactory reason for the employee's absences, a letter of warning shall be provided which will include a process for regular feedback by the manager to the employee and appropriate actions for improvement documented for a three month period.
- (v) If no improvement is observed in the review period in point (iv) above, the employee is to be again interviewed as per sub clause (iv) and if the interview results in unsatisfactory reasons being given, then council may implement discipline processes in accordance with the Local Government Regulations section 279 to 283. The employee will be required to provide proof off illness or a medical certificate for any subsequent illness or personal leave. The employee should also be informed that unless their attendance record improves further disciplinary action, up to and including termination of employment may follow.
- (vi) Employees are required where practical, to notify their supervisor no later than their normal start time, that they are unable to attend work due to illness or injury. Failure to notify without reasonable explanation, will make the employee ineligible for paid sick leave on that day.

5.7 Long Service Leave

5.7.1 All employees shall accrue thirteen (13) weeks Long Service Leave after ten (10) years of service, with pro-rata use of Long Service Leave available after seven (7) years.

5.7.2 An additional 5 weeks Long Service Leave will accrue for every completed period of five (5) years of service.

5.7.3 Employees, except in exceptional circumstances, will give 21 calendar days' notice for request of long service. The manager will respond to the application within 14 calendar days of submission by the employee. If approval is not given to the application, Council will provide a reason for the application not being approved.

5.7.4 Council reserves the right to refuse leave applications or defer them to a more mutually acceptable period subject to work commitments. However leave shall not be unreasonably withheld.

5.8 Maternity leave

5.8.1 Council agrees to allow an employee that is entitled to maternity leave pursuant to the Queensland Industrial Relations Act 2016, to be paid from accrued sick leave up to six (6) weeks entitlement. This payment will be in addition to any entitlement that the employee is entitled to under any paid Maternity Leave/payment provided by any party external to Council.

5.8.2 The Employee must produce a certificate from a Qualified Medical Practitioner stating the presumed date of confinement and confirming the pregnancy.

5.8.3 The Employee is entitled to an unbroken period of Leave up to Fifty-Two (52) weeks.

5.8.4 Where an Employee continues to work within the Six (6) Weeks period immediately prior to the expected date of birth, or where the Employee elects to return to work within Six (6) Weeks after the birth of the Child, an Employer may require the Employee to provide a medical certificate stating that she is fit to work on her normal duties.

5.8.5 The amount of any paid Maternity Leave or combination of annual or sick leave available to the employee can also be payable at half pay over the entitled period.

5.8.7 Provided however, Part-Time Employees shall be entitled to payment on a pro-rata basis commensurate with their normal hours worked.

5.9.1 Parental Leave

5.9.1 Employees who qualify for parental leave may gain additional access to annual leave and long service leave as prescribed below:

- i. Employees may nominate to take annual leave as part of their parental leave on the basis of doubling their current available annual leave days and being paid at half pay; and/or
- ii. Employees eligible for long service leave after seven (7) years may nominate to take their long service leave as part of their parental leave on the basis of doubling their current available long service leave days and being paid at half pay, in accordance with the terms of this Agreement.
- iii. The combination of annual leave and/or long service leave at half pay together with unpaid parental leave shall not exceed 52 weeks in total.

5.9.2 This leave can either be taken concurrently or following the taking of any benefits from Government Parental Leave Schemes.

5.10 Bereavement Leave

5.10.1 With the CEO's approval, employees may be granted up to a maximum of five (5) days off work upon the death of an immediate family member, as defined below in clause 5.10.5. These five (5) days shall consist of:

- i. Two (2) days bereavement leave on each occasion; plus
- ii. A maximum of three (3) accrued sick leave days;
- iii. Where an employee does not have sufficient sick leave accrued, with the permission of the CEO the employee may access accrued annual leave or other paid leave.

5.10.2 With the CEO's approval, employees may be granted up to three (3) days leave from their sick leave entitlements on each occasion where the deceased person is a relative but falls outside the definition of an immediate family member (as defined below in this clause).

5.10.3 The taking of bereavement leave shall be subject to the production of evidence of death satisfactory to the CEO or the completion of a statutory declaration, if so requested.

5.10.4 Access to bereavement leave in other circumstances may be available subject to the agreement of the CEO.

5.10.5 Immediate family member or household shall mean:

- i. An employee's spouse, child, parent, grandchild, grandparent or sibling;

- ii. A child, ex-nuptial child, step child, adopted child, foster child, ex-foster child, parent, grandparent, or sibling of the employee's spouse.
- iii. The word spouse shall have the meaning of same sex spouse, a former spouse, a de facto spouse or a former de facto spouse.

5.11 Domestic and Family Violence Leave

- 5.11.1 All Parties to this agreement are committed to providing appropriate safety and support measures to those affected by domestic and family violence. All employees are entitled take domestic and family violence leave in accordance with Section 52 of the Industrial Relations Act 2016.
- 5.11.2 All personal information concerning domestic and/or family violence will be kept confidential and only shared with authorised persons. No information will be maintained on an employee's file without their written permission. Council will develop and implement Workplace Safety Planning strategies to ensure the protection of employees affected by domestic and/or family violence, which will include and communicate such strategy in its Domestic Violence Policy

PART 6 – MISCELLANEOUS PROVISIONS

6.1 No extra claims

The parties agree that during the life of this Agreement, no extra claims will be made or pursued in relation to any industrial matter relating to wages and/or other conditions of employment.

6.2 Uniforms, water bottles and other equipment

- 6.2.1 Council's Uniform Policy, as amended from time to time, describes the entitlements for employees in their respective work areas for provision of uniforms.
- 6.2.2 Water bottles, sunglasses and other relevant PPE required by an employee in the execution of their duties will be provided upon commencement of employment with Council.

6.3 Training

This section shall be read in conjunction with Council's Travel Policy.

- 6.3.1 If a Supervisor requests (on the approved form) that an employee or employees undertake a form of training and that training is essential to the employee's performance of their duties with Council, and the employee's participation in the training is approved by management, Council will pay for the expenses associated with undertaking that training, including wages for attendance for ordinary hours each day. Where entitled all, travel and accommodation costs shall be paid in accordance with Council's Training and Travel Policy, as amended from time to time.
- 6.3.2 If an employee requests (on the approved form) to undertake training that is not related to the employee's current role then Council will not be subject to pay for the expenses associated with undertaking that training if duly authorised.
- 6.3.3 If an employee requests (on the approved form) to undertake training that is related but not essential to the employee's role; or is not related to their specific role, but may upon consideration of Council provide some benefit to Council, Council may choose to pay some or all of the expenses associated with undertaking the training at Councils discretion.

6.3.4 For Clause 6.3.3, the Council may deduct from any final termination payment, any associated expenses paid by Council to the employee which relate to undertaking training where the employee leaves the employment of Council following completion of training and/or qualifications in accordance with the scale below

Within 6 mths	100%
7 – 12 mths	75%
13 – 18 mths	50%
19 – 24 mths	25%
+ 24 mths	0%

6.4 Wellness program

Council agrees to support a wellness program in conjunction with Queensland Health or other suitable agencies and continue to explore other options in consultation with employees.

6.5 Internal advertising of vacant position

Council agrees to advertising vacant positions in Council internally for a period of (5) five working days before advertising externally, where practicable, and where management considers there to be a suitable internal recruitment pool.

6.6 Wet weather

Meaningful work shall be carried out during wet weather. Supervisors shall maintain a register of suitable works that can be carried out during wet days so that time is not lost in allocating appropriate work.

6.7 Overtime

Overtime can only be worked with the prior approval of an employee's direct supervisor. Any approved overtime worked by employees covered by this Agreement shall be paid at the appropriate overtime rates as stated in the relevant Awards, or otherwise by mutual agreement between an employees and their supervisor, may be taken as Time Off In Lieu (TOIL) at ordinary time at a later date.

6.8 Work in extreme heat

Working conditions and arrangements for Employees working in extreme heat conditions, greater than 40°C, shall be in accordance with Council's Work Place Health and Safety-Heat Policy, as amended from time to time.

6.9 Alcohol/Drug testing

Council may carry out random testing of employees for substance-induced impairment whilst on duty. Such testing shall be in accordance with Council's Drug and Alcohol Management Policy, as amended by Council from time to time.

6.10 Award Classification Review

- 6.10.1 Within 12 months of certification of this agreement a review of all employee classifications will be implemented to ensure that roles are classified under the most appropriate award and section for the work being performed and classifications will be adjusted accordingly.
- 6.10.2 No redundancies will occur as a result of this process.
- 6.10.3 Any employees whose role is found to be classified under the incorrect award and stream will have their role reclassified to the correct award and stream.
- 6.10.4 No employee will be disadvantaged as a result of this process as to their base rate of pay immediately prior to the change of classification or the total value of automatic weekly allowances paid for all purposes to the employee. Any payment in excess of the base rate paid to the employee after reclassification will

be absorbed into any increases made under this agreement following reclassification until such time as the rate equals or exceeds.

- 6.10.5 The provisions of the award and stream to which the employee's role is reclassified to will apply to the employee as read in conjunction with this agreement.
- 6.10.6 Consultation will occur prior to any decision being made as a result of this review in accordance with the consultation clause contained in this agreement.
- 6.10.7 New employees engaged after certification of this agreement will be classified in the award and section most appropriate to the work being performed.

PART 7 - SIGNATORIES

Signed for and on behalf of Richmond Shire Council.....Peter Bennett.....

Print Name...Peter Bennet.....

In the presence ofAngela Henry.....

Print Name.....Angela Henry.....

Date.....29.11.18.....

Signed for and on behalf of The Australian Workers' Union of Employees, Queensland

...Stephen Baker.....

Print Name.....Stephen Baker...(Secretary).....

In the presence of ..Breanna Beattie.....

Print Name...Breanna Beattie.....

Date.....3.12.18.....

Signed for and on behalf of the Queensland Services, Industrial Union of Employees

.....Neil Henderson.....

Print Name...Neil Henderson.....

In the presence of ..Michelle Robertson.....

Print Name...Michelle Robertson.....

Date.....30.11.18.....

SCHEDULE 1 – Wages and Wage increases

Queensland Local Government Industry (Stream A) Award – State - 2017 – Division 2 Section 1 - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
	Annual/Weekly	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly	Annual	Hourly
Level 1.1	\$46,310.82	\$24.57	\$47,237.04	\$25.06	\$48,181.78	\$25.56	\$49,265.87	\$26.14	\$50,374.35	\$26.72
Level 1.2	\$47,029.83	\$24.95	\$47,970.43	\$25.45	\$48,929.83	\$25.96	\$50,030.76	\$26.54	\$51,156.45	\$27.14
Level 1.3	\$48,180.52	\$25.56	\$49,144.13	\$26.07	\$50,127.01	\$26.59	\$51,254.87	\$27.19	\$52,408.11	\$27.80
Level 1.4	\$49,276.55	\$26.14	\$50,262.08	\$26.66	\$51,267.33	\$27.20	\$52,420.84	\$27.81	\$53,600.31	\$28.44
Level 1.5	\$50,390.80	\$26.73	\$51,398.62	\$27.27	\$52,426.59	\$27.81	\$53,606.19	\$28.44	\$54,812.33	\$29.08
Level 1.6	\$51,352.28	\$27.24	\$52,379.33	\$27.79	\$53,426.92	\$28.34	\$54,629.02	\$28.98	\$55,858.18	\$29.63
Level 2.1	\$52,481.95	\$27.84	\$53,531.59	\$28.40	\$54,602.22	\$28.97	\$55,830.77	\$29.62	\$57,086.97	\$30.28
Level 2.2	\$53,596.21	\$28.43	\$54,668.13	\$29.00	\$55,761.49	\$29.58	\$57,016.13	\$30.25	\$58,298.99	\$30.93
Level 2.3	\$54,710.46	\$29.02	\$55,804.67	\$29.60	\$56,920.76	\$30.20	\$58,201.48	\$30.88	\$59,511.01	\$31.57
Level 2.4	\$55,447.68	\$29.42	\$56,556.64	\$30.00	\$57,687.77	\$30.60	\$58,985.75	\$31.29	\$60,312.93	\$32.00
Level 3.1	\$56,560.53	\$30.01	\$57,691.75	\$30.61	\$58,845.58	\$31.22	\$60,169.61	\$31.92	\$61,523.42	\$32.64
Level 3.2	\$57,268.33	\$30.38	\$58,413.70	\$30.99	\$59,581.97	\$31.61	\$60,922.56	\$32.32	\$62,293.32	\$33.05
Level 3.3	\$58,382.58	\$30.97	\$59,550.23	\$31.59	\$60,741.24	\$32.22	\$62,107.92	\$32.95	\$63,505.34	\$33.69
Level 3.4	\$59,496.83	\$31.56	\$60,686.77	\$32.19	\$61,900.51	\$32.84	\$63,293.27	\$33.58	\$64,717.37	\$34.33
Level 4.1	\$60,609.68	\$32.15	\$61,821.88	\$32.80	\$63,058.31	\$33.45	\$64,477.13	\$34.21	\$65,927.86	\$34.97
Level 4.2	\$61,725.34	\$32.75	\$62,959.84	\$33.40	\$64,219.04	\$34.07	\$65,663.97	\$34.83	\$67,141.41	\$35.62
Level 4.3	\$62,688.22	\$33.26	\$63,941.98	\$33.92	\$65,220.82	\$34.60	\$66,688.29	\$35.38	\$68,188.78	\$36.17
Level 4.4	\$63,802.47	\$33.85	\$65,078.52	\$34.52	\$66,380.09	\$35.21	\$67,873.64	\$36.01	\$69,400.80	\$36.82
Level 5.1	\$64,915.32	\$34.44	\$66,213.63	\$35.13	\$67,537.90	\$35.83	\$69,057.50	\$36.64	\$70,611.30	\$37.46
Level 5.2	\$65,879.60	\$34.95	\$67,197.20	\$35.65	\$68,541.14	\$36.36	\$70,083.31	\$37.18	\$71,660.19	\$38.02
Level 5.3	\$66,993.85	\$35.54	\$68,333.73	\$36.25	\$69,700.41	\$36.98	\$71,268.67	\$37.81	\$72,872.21	\$38.66
Level 6.1	\$68,850.94	\$36.53	\$70,227.96	\$37.26	\$71,632.52	\$38.00	\$73,244.25	\$38.86	\$74,892.25	\$39.73
Level 6.2	\$70,706.63	\$37.51	\$72,120.76	\$38.26	\$73,563.17	\$39.03	\$75,218.34	\$39.90	\$76,910.76	\$40.80
Level 6.3	\$72,565.11	\$38.50	\$74,016.42	\$39.27	\$75,496.74	\$40.05	\$77,195.42	\$40.95	\$78,932.32	\$41.87

Level 7.1	\$74,420.80	\$39.48	\$75,909.21	\$40.27	\$77,427.40	\$41.08	\$79,169.51	\$42.00	\$80,950.83	\$42.94
Level 7.2	\$76,277.88	\$40.47	\$77,803.44	\$41.28	\$79,359.51	\$42.10	\$81,145.10	\$43.05	\$82,970.86	\$44.02
Level 7.3	\$78,134.97	\$41.45	\$79,697.67	\$42.28	\$81,291.62	\$43.13	\$83,120.68	\$44.10	\$84,990.90	\$45.09
Level 8.1	\$80,363.47	\$42.63	\$81,970.74	\$43.49	\$83,610.16	\$44.36	\$85,491.39	\$45.35	\$87,414.94	\$46.37
Level 8.2	\$82,590.57	\$43.81	\$84,242.39	\$44.69	\$85,927.23	\$45.58	\$87,860.60	\$46.61	\$89,837.46	\$47.66
Level 8.3	\$84,819.08	\$45.00	\$86,515.46	\$45.90	\$88,245.77	\$46.81	\$90,231.30	\$47.87	\$92,261.50	\$48.95
Level 8.4	\$86,910.23	\$46.11	\$88,648.43	\$47.03	\$90,421.40	\$47.97	\$92,455.88	\$49.05	\$94,536.14	\$50.15
Level 8.5	\$89,002.78	\$47.22	\$90,782.83	\$48.16	\$92,598.49	\$49.12	\$94,681.96	\$50.23	\$96,812.30	\$51.36

Queensland Local Government Industry (Stream A) Award – State - 2017 – Division 2 Section 1 - Senior Officers - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
Cat. 8	\$129,983.41	\$68.96	\$132,583.08	\$70.34	\$135,234.74	\$71.74	\$138,277.52	\$73.36	\$141,388.77	\$75.01
	\$127,682.03	\$67.74	\$130,235.67	\$69.09	\$132,840.38	\$70.47	\$135,829.29	\$72.06	\$138,885.45	\$73.68
	\$125,382.04	\$66.52	\$127,889.68	\$67.85	\$130,447.48	\$69.20	\$133,382.55	\$70.76	\$136,383.65	\$72.35
Cat. 7	\$123,080.66	\$65.29	\$125,542.27	\$66.60	\$128,053.12	\$67.93	\$130,934.31	\$69.46	\$133,880.33	\$71.02
	\$120,779.27	\$64.07	\$123,194.86	\$65.36	\$125,658.75	\$66.66	\$128,486.08	\$68.16	\$131,377.01	\$69.70
	\$118,477.89	\$62.85	\$120,847.44	\$64.11	\$123,264.39	\$65.39	\$126,037.84	\$66.86	\$128,873.69	\$68.37
Cat. 6	\$116,177.90	\$61.63	\$118,501.46	\$62.87	\$120,871.49	\$64.12	\$123,591.10	\$65.57	\$126,371.90	\$67.04
	\$113,876.52	\$60.41	\$116,154.05	\$61.62	\$118,477.13	\$62.85	\$121,142.87	\$64.27	\$123,868.58	\$65.71
	\$111,575.13	\$59.19	\$113,806.64	\$60.37	\$116,082.77	\$61.58	\$118,694.63	\$62.97	\$121,365.26	\$64.38
Cat. 5	\$109,273.75	\$57.97	\$111,459.22	\$59.13	\$113,688.41	\$60.31	\$116,246.40	\$61.67	\$118,861.94	\$63.06
	\$106,973.76	\$56.75	\$109,113.24	\$57.89	\$111,295.50	\$59.04	\$113,799.65	\$60.37	\$116,360.15	\$61.73
	\$104,672.38	\$55.53	\$106,765.83	\$56.64	\$108,901.14	\$57.77	\$111,351.42	\$59.07	\$113,856.83	\$60.40
Cat. 4	\$102,370.99	\$54.31	\$104,418.41	\$55.39	\$106,506.78	\$56.50	\$108,903.18	\$57.77	\$111,353.51	\$59.07
	\$100,069.61	\$53.09	\$102,071.00	\$54.15	\$104,112.42	\$55.23	\$106,454.95	\$56.47	\$108,850.19	\$57.75
	\$97,769.63	\$51.87	\$99,725.02	\$52.90	\$101,719.52	\$53.96	\$104,008.21	\$55.18	\$106,348.39	\$56.42
Cat. 3	\$95,468.24	\$50.65	\$97,377.61	\$51.66	\$99,325.16	\$52.69	\$101,559.97	\$53.88	\$103,845.07	\$55.09
	\$93,166.86	\$49.43	\$95,030.19	\$50.41	\$96,930.80	\$51.42	\$99,111.74	\$52.58	\$101,341.75	\$53.76
	\$90,865.47	\$48.20	\$92,682.78	\$49.17	\$94,536.43	\$50.15	\$96,663.50	\$51.28	\$98,838.43	\$52.43

Cat. 2	\$88,565.49	\$46.98	\$90,336.80	\$47.92	\$92,143.53	\$48.88	\$94,216.76	\$49.98	\$96,336.64	\$51.11
	\$86,264.10	\$45.76	\$87,989.38	\$46.68	\$89,749.17	\$47.61	\$91,768.53	\$48.68	\$93,833.32	\$49.78
	\$83,709.03	\$44.41	\$85,383.21	\$45.30	\$87,090.88	\$46.20	\$89,050.42	\$47.24	\$91,054.06	\$48.30
Cat. 1	\$81,661.33	\$43.32	\$83,294.56	\$44.19	\$84,960.45	\$45.07	\$86,872.06	\$46.09	\$88,826.68	\$47.12
	\$79,361.35	\$42.10	\$80,948.57	\$42.94	\$82,567.55	\$43.80	\$84,425.32	\$44.79	\$86,324.89	\$45.80
	\$77,059.96	\$40.88	\$78,601.16	\$41.70	\$80,173.18	\$42.53	\$81,977.08	\$43.49	\$83,821.57	\$44.47

Queensland Local Government Industry (Stream B) Award – State - 2017 – Division 2 Section 5 - Operations - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
Level 1	\$925.46	\$24.35	\$943.97	\$24.84	\$962.85	\$25.34	\$984.51	\$25.91	\$1,006.66	\$26.49
Level 2	\$940.18	\$24.74	\$958.98	\$25.24	\$978.16	\$25.74	\$1,000.17	\$26.32	\$1,022.67	\$26.91
Level 3	\$955.17	\$25.14	\$974.28	\$25.64	\$993.76	\$26.15	\$1,016.12	\$26.74	\$1,038.98	\$27.34
Level 4	\$970.45	\$25.54	\$989.86	\$26.05	\$1,009.66	\$26.57	\$1,032.37	\$27.17	\$1,055.60	\$27.78
Level 5	\$988.39	\$26.01	\$1,008.16	\$26.53	\$1,028.32	\$27.06	\$1,051.46	\$27.67	\$1,075.12	\$28.29
Level 6	\$1,018.66	\$26.81	\$1,039.04	\$27.34	\$1,059.82	\$27.89	\$1,083.66	\$28.52	\$1,108.05	\$29.16
Level 7	\$1,048.80	\$27.60	\$1,069.77	\$28.15	\$1,091.17	\$28.71	\$1,115.72	\$29.36	\$1,140.82	\$30.02
Level 8	\$1,076.13	\$28.32	\$1,097.65	\$28.89	\$1,119.60	\$29.46	\$1,144.80	\$30.13	\$1,170.55	\$30.80
Level 9	\$1,106.40	\$29.12	\$1,128.53	\$29.70	\$1,151.10	\$30.29	\$1,177.00	\$30.97	\$1,203.48	\$31.67

Queensland Local Government Industry (Stream C) Award – State - 2017 – Division 2 Section 2 -Engineering - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - xx%		September 2019 - xx%		September 2020 - xx%		September 2021 - xx%	
C14	\$855.24	\$22.51	\$872.35	\$22.96	\$889.79	\$23.42	\$909.81	\$23.94	\$930.28	\$24.48
C13	\$878.65	\$23.12	\$896.22	\$23.58	\$914.14	\$24.06	\$934.71	\$24.60	\$955.74	\$25.15
C12	\$910.18	\$23.95	\$928.39	\$24.43	\$946.95	\$24.92	\$968.26	\$25.48	\$990.05	\$26.05
C11	\$939.48	\$24.72	\$958.26	\$25.22	\$977.43	\$25.72	\$999.42	\$26.30	\$1,021.91	\$26.89
C10	\$988.39	\$26.01	\$1,008.16	\$26.53	\$1,028.32	\$27.06	\$1,051.46	\$27.67	\$1,075.12	\$28.29
C9	\$1,018.66	\$26.81	\$1,039.04	\$27.34	\$1,059.82	\$27.89	\$1,083.66	\$28.52	\$1,108.05	\$29.16
C8	\$1,048.80	\$27.60	\$1,069.77	\$28.15	\$1,091.17	\$28.71	\$1,115.72	\$29.36	\$1,140.82	\$30.02
C7	\$1,076.13	\$28.32	\$1,097.65	\$28.89	\$1,119.60	\$29.46	\$1,144.80	\$30.13	\$1,170.55	\$30.80

C6	\$1,136.68	\$29.91	\$1,159.41	\$30.51	\$1,182.60	\$31.12	\$1,209.21	\$31.82	\$1,236.41	\$32.54
C5	\$1,166.11	\$30.69	\$1,189.43	\$31.30	\$1,213.22	\$31.93	\$1,240.52	\$32.65	\$1,268.43	\$33.38
C4	\$1,197.08	\$31.50	\$1,221.03	\$32.13	\$1,245.45	\$32.77	\$1,273.47	\$33.51	\$1,302.12	\$34.27
C3	\$1,257.49	\$33.09	\$1,282.64	\$33.75	\$1,308.30	\$34.43	\$1,337.73	\$35.20	\$1,367.83	\$36.00
C2a	\$1,287.77	\$33.89	\$1,313.52	\$34.57	\$1,339.79	\$35.26	\$1,369.94	\$36.05	\$1,400.76	\$36.86
C2b	\$1,342.43	\$35.33	\$1,369.28	\$36.03	\$1,396.66	\$36.75	\$1,428.09	\$37.58	\$1,460.22	\$38.43

Queensland Local Government Industry (Stream C) Award – State - 2017 – Division 2 Section 1 -Building Trades - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
BW 1(a)	\$896.17	\$23.58	\$914.09	\$24.06	\$932.37	\$24.54	\$953.35	\$25.09	\$974.80	\$25.65
BW 1(b)	\$913.69	\$24.04	\$931.96	\$24.53	\$950.60	\$25.02	\$971.99	\$25.58	\$993.86	\$26.15
BW 1(c)	\$925.46	\$24.35	\$943.97	\$24.84	\$962.85	\$25.34	\$984.51	\$25.91	\$1,006.66	\$26.49
BW 1(d)	\$939.48	\$24.72	\$958.26	\$25.22	\$977.43	\$25.72	\$999.42	\$26.30	\$1,021.91	\$26.89
BW 2	\$961.34	\$25.30	\$980.57	\$25.80	\$1,000.18	\$26.32	\$1,022.68	\$26.91	\$1,045.69	\$27.52
BT 1	\$988.39	\$26.01	\$1,008.16	\$26.53	\$1,028.32	\$27.06	\$1,051.46	\$27.67	\$1,075.12	\$28.29
BT 2	\$1,018.66	\$26.81	\$1,039.04	\$27.34	\$1,059.82	\$27.89	\$1,083.66	\$28.52	\$1,108.05	\$29.16
BT 3	\$1,048.80	\$27.60	\$1,069.77	\$28.15	\$1,091.17	\$28.71	\$1,115.72	\$29.36	\$1,140.82	\$30.02

Queensland Local Government Industry (Stream A) Award – State - 2017 – Division 2 Section 3 - Children's Services - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
Assistant CSW - Unqual - Yr 1	\$912.14	\$24.00	\$930.39	\$24.48	\$949.00	\$24.97	\$970.35	\$25.54	\$992.18	\$26.11
Assistant CSW - Unqual - Yr 2	\$943.82	\$24.84	\$962.70	\$25.33	\$981.95	\$25.84	\$1,004.04	\$26.42	\$1,026.64	\$27.02
Assistant CSW - Unqual - Yr 3	\$976.48	\$25.70	\$996.01	\$26.21	\$1,015.93	\$26.73	\$1,038.78	\$27.34	\$1,062.16	\$27.95

Children's Services Worker - 1 Yr Qualified - Yr 1	\$1,034.50	\$27.22	\$1,055.19	\$27.77	\$1,076.30	\$28.32	\$1,100.51	\$28.96	\$1,125.27	\$29.61
Children's Services Worker - 1 Yr Qualified - Yr 2	\$1,056.23	\$27.80	\$1,077.35	\$28.35	\$1,098.90	\$28.92	\$1,123.62	\$29.57	\$1,148.90	\$30.23
Children's Services Worker - 1 Yr Qualified - Yr 3	\$1,077.95	\$28.37	\$1,099.51	\$28.93	\$1,121.50	\$29.51	\$1,146.73	\$30.18	\$1,172.54	\$30.86
Asst Coordinator+ Qualified-Lge Serv - Yr 1	\$1,273.61	\$33.52	\$1,299.08	\$34.19	\$1,325.06	\$34.87	\$1,354.88	\$35.65	\$1,385.36	\$36.46
Asst Coordinator+ Qualified-Lge Serv - Yr 2	\$1,288.05	\$33.90	\$1,313.81	\$34.57	\$1,340.08	\$35.27	\$1,370.24	\$36.06	\$1,401.07	\$36.87
Coordinator - Unqualified - Yr 1	\$1,273.61	\$33.52	\$1,299.08	\$34.19	\$1,325.06	\$34.87	\$1,354.88	\$35.65	\$1,385.36	\$36.46
Coordinator - Unqualified - Yr 2	\$1,288.05	\$33.90	\$1,313.81	\$34.57	\$1,340.08	\$35.27	\$1,370.24	\$36.06	\$1,401.07	\$36.87
Coordinator - Unqualified - Yr 3	\$1,309.77	\$34.47	\$1,335.97	\$35.16	\$1,362.69	\$35.86	\$1,393.35	\$36.67	\$1,424.70	\$37.49
Coordinator - Qualified-Sml Serv - Yr 1	\$1,331.50	\$35.04	\$1,358.13	\$35.74	\$1,385.29	\$36.45	\$1,416.46	\$37.28	\$1,448.33	\$38.11
Coordinator - Qualified-Sml Serv - Yr 2	\$1,360.51	\$35.80	\$1,387.72	\$36.52	\$1,415.47	\$37.25	\$1,447.32	\$38.09	\$1,479.89	\$38.94
Coordinator - Qualified-Lge Serv - Yr 1	\$1,389.52	\$36.57	\$1,417.31	\$37.30	\$1,445.66	\$38.04	\$1,478.18	\$38.90	\$1,511.44	\$39.77
Coordinator - Qualified-Lge Serv - Yr 2	\$1,407.60	\$37.04	\$1,435.75	\$37.78	\$1,464.47	\$38.54	\$1,497.42	\$39.41	\$1,531.11	\$40.29
Coordinator - Qualified-Lge Serv - Yr 3	\$1,432.97	\$37.71	\$1,461.63	\$38.46	\$1,490.86	\$39.23	\$1,524.41	\$40.12	\$1,558.71	\$41.02
Coordinator - Qualified-Lge Serv - Yr 4	\$1,454.69	\$38.28	\$1,483.79	\$39.05	\$1,513.46	\$39.83	\$1,547.52	\$40.72	\$1,582.34	\$41.64

Queensland Local Government Industry (Stream B) Award – State - 2017 – Division 2 Section 1 - Aged Care - Full Time Rates

Classification Level	Rate Immediately Prior to Agreement Certification		September 2018 - 2.0%		September 2019 - 2.0%		September 2020 - 2.25%		September 2021 - 2.25%	
All employees other than Cook and Chief Cook	\$904.19	\$24.74	\$922.27	\$25.23	\$940.72	\$25.74	\$961.89	\$26.32	\$983.53	\$26.91
Cook	\$852.87	\$25.74	\$869.93	\$26.25	\$887.33	\$26.78	\$907.29	\$27.38	\$927.70	\$28.00
Chief Cook	\$966.86	\$26.74	\$986.20	\$27.27	\$1,005.92	\$27.82	\$1,028.55	\$28.45	\$1,051.70	\$29.09