

CONSULTATIVE COMMITTEE MEETING

MINUTES

Meeting date: 04 February 2009

Location: Education House, Floor 16 Room 16.08

ATTENDEES

Department of Education Training and the Arts (DETA)

- Dave Waters
- Darren Bond

- Adele Garnett
- Lucy Hennessy

Queensland Public Sector Union (QPSU)

- Des Holloway
- Sharon Abbott
- Mark McCosker

- Manuel Pereira
- Peter Roche
- John Coombes

Apologies

- Louella Beresford
- Linda Woodward

- Mark Hewison

<i>AGENDA ITEM</i>	<i>DISCUSSION</i>	<i>ACTION</i>
1. Confirmation of Previous Meeting Minutes	Draft minutes confirmed.	
2. Report-Back on Actions Agreed in Minutes	Accommodation issues in Albert Street The department advised: <ul style="list-style-type: none">• Still following up on report. Union Requests:	

	<ul style="list-style-type: none"> To receive a copy of the report before the next meeting. <p>Security Call-Out Guidelines A meeting has been arranged between Darren Bond and John Coombes for 9 February 2009 to discuss further.</p> <p>WHS School Officers Induction Program The Department Advised:</p> <ul style="list-style-type: none"> Induction kit finalised for Schools Officers. Copy was sent to QPSU for their information. Induction kits to be sent to all Schools Officers by the end of Term 1 2009. <p>Christmas Compulsory Closure The Department Advised:</p> <ul style="list-style-type: none"> The issues have been resolved, confirming that staff had been advised of the arrangements as early as November 2007. <p>Coomera State School Mould Report QPSU confirmed they have a copy of the report and no further action is required at this stage and it was agreed that the issue of consultation had been resolved.</p> <p>Schools Officer Survey QPSU acknowledge receipt of Survey. No further action at this stage.</p>	<p>Draft policy sent to QPSU (John Coombes) waiting on feedback to be provided back to the department.</p> <p>Issue resolved</p> <p>Issue resolved</p> <p>Issue resolved</p> <p>Issue resolved</p>
<p>3. SBS Timesheet and Charge Sheet System</p>	<p>QPSU raised concerns about the operation of the SBS timesheet and charge sheet system.</p>	<p>QPSU to provide specific examples of new concerns and re-supply information on outstanding concerns previously raised with the department. DETA to consider further union concerns about SBS. Meeting to be arranged.</p>

<p>4. Staff Non-Replacement and Replacement at Lower Classification Level</p>	<p>QPSU raised concerns about staff non-replacement (reduction in establishment) and replacement at lower level (AO7 vacancies advertised at AO6) in departmental offices in Rockhampton, Bundaberg and Maryborough without consulting the QPSU. The Department Advised:</p> <ul style="list-style-type: none"> • There is no evidence that a lower level position replaced a higher level position. • It is acknowledge some positions were not immediately filled, further investigations are required to establish why. 	<p>The department to investigate.</p>
<p>5. WHS Committee Meeting</p>	<p>The QPSU sought a meeting of the WHS Committee during 2008 and requested that 2009 meetings be scheduled immediately prior to Consultative Committee meetings.</p>	<p>Department to organise a WHS Committee meeting in 2009, pending responsible officers' availability.</p>
<p>6. Professional Development</p>	<p>The department advised that BSMs and Admin Officers had access to PD in line with that access provided to other school-based staff. QPSU raised concerns that BSMs and Admin Officers were required to pay for their own accommodation and flights to attend PD.</p>	<p>QPSU to provide more information. The department will investigate and respond to the QPSU.</p>
<p>7. Information Management Services Branch (IMS)</p>	<p>Department advised that no firm plans existed for changing IMS spread of hours. Consultation has begun regarding on call arrangements. DETA confirmed that, in the event of any proposed change of hours, the QPSU would be consulted and industrial obligations with respect to treatment of hours worked outside normal spread of hours would be honoured.</p>	<p>Consultation has commenced, the department to consult with QPSU.</p>
<p>8. BSM Workload Management Tool</p>	<p>Department advised of progress in BSM Workload Survey, Survey draft not expected until March. Jo Blackmore contacting the third-party to confirm numbers of received surveys.</p>	<p>UQ to send draft report to the department and QPSU on the 23 March 2009.</p>

9. Schools Officer Review	Department advised the QPSU would receive more information on the review process in coming weeks with the expectation that the review be completed by the nominal expiry of the current Agreement.	DEIR project
10. Agricultural Assistants' ADO Arrangements	The QPSU sought further discussions in relation to union concerns about ADO arrangements for Agricultural Assistants.	Meeting with the department and the QPSU confirmed for 25 February 2009.
11. Innisfail State School of Tomorrow Initiative	The QPSU sought clarification on the potential conflicts in the co-located Education Queensland-TAFE facility related to administration, application of legislation, information/records handling and application of industrial instruments at the Innisfail facility.	The department to meet with the QPSU on 11 Feb 2009 the Union's SSOT issues specifically related to the Innisfail facility.
12. BSM Upgrade	The union advised QPSU Council had determined it unacceptable that BSM upgrades from AO6 to AO8 was tied to the Certified Agreement.	Issue resolved.
13. Accommodation – Ed House	QPSU raised concerns over some accommodation situations in Education House for example crowding of pods.	QPSU to provide further information for the department to investigate.
16. ADO – Curriculum	QPSU noted issues with the ADO application form used in Curriculum Branch.	The department to investigate.
17. Distance Ed & LOTE	QPSU raised the issue that Distance Ed are aware of where they are relocating to, LOTE do not.	Jo Diessel to provide briefing.
18. BSM review	QPSU noted that BSM's in primary schools with enrolments above 600 and BSM's in secondary schools with enrolments above 800 are supposed to go through a review of their classification level, this was said to be stated in the exchange of letters, QPSU says this is not happening.	The department to investigate and report to the QPSU.

19. Timesheets in advance	QPSU advised there is a manager requesting timesheets be provided prior to the fortnight's completion.	QPSU to provide further information.
14. Next meeting date	The next meeting will be held from 1.30pm-3.30pm on Tuesday 10 March 2009.	

Confirmed