

QUEENSLAND INDUSTRIAL RELATIONS COMMISSION

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

Longreach Regional Council

AND

Automotive, Metals, Engineering, Printing and Kindred Industries Industrial Union of Employees,
Queensland

Construction, Forestry, Mining & Energy, Industrial Union of Employees, Queensland

The Australian Workers' Union of Employees, Queensland

The Association of Professional Engineers, Scientists and Managers, Australia, Queensland Branch,
Union of Employees

The Electrical Trades Union of Employees, Queensland

The Plumbers and Gasfitters Employees' Union of Queensland, Union of Employees

United Voice, Industrial Union of Employees, Queensland

Queensland Services, Industrial Union of Employees

(Matter No. CB/2018/165)

LONGREACH REGIONAL COUNCIL CERTIFIED AGREEMENT 2018-2022

Certificate of Approval

On 19 November 2018 the Commission certified the attached written agreement in accordance with section 193 of the *Industrial Relations Act 2016*:

Name of Agreement: *Longreach Regional Council Certified Agreement 2018-2022*

Parties to the Agreement:

- Automotive, Metals, Engineering, Printing and Kindred Industries Industrial Union of Employees, Queensland
- Construction, Forestry, Mining & Energy, Industrial Union of Employees, Queensland
- The Australian Workers' Union of Employees, Queensland
- The Association of Professional Engineers, Scientists and Managers, Australia, Queensland Branch, Union of Employees
- The Electrical Trades Union of Employees, Queensland
- The Plumbers and Gasfitters Employees' Union of Queensland, Union of Employees

- United Voice, Industrial Union of Employees, Queensland
- Queensland Services, Industrial Union of Employees

Operative Date: 19 November 2018

Nominal Expiry Date: 21 November 2022

Previous Agreement: *Longreach Regional Council Certified Agreement 2012-2015(CA/2013/10)*

Termination Date of Previous Agreement: 19 November 2018

By the Commission

O'Connor DP

20 November 2018



Longreach Regional Council

Ilfracombe Isisford Longreach Yaraka

Enterprise Bargaining Agreement 2018 – 2022

PART ONE – ADMINISTRATION and OPERATIONAL PROVISIONS

1.1 Title

This Agreement shall be known as Longreach Regional Council Certified Agreement 2018 - 2022.

1.2 Application

This Agreement shall apply to and be binding on the Unions who are parties to this Agreement, Longreach Regional Council and all of its employees except where specifically excluded within this Agreement.

1.3 Period of Operation

This Enterprise Bargaining Agreement shall operate from the 12 July 2018 for a period of 4 years.

1.4 Parties Bound

The parties bound by this Agreement are Longreach Regional Council and its employees, not subject to Common Law Contracts of employment made in accordance with the provisions of Queensland Local Government Industry (Stream A) Award – State 2017 Division 2 Section 2 Clause 4.2 and the following Unions:

AMWU	Automotive, Metals, Engineering, Printing and Kindred Industries, Industrial Union of Employees, Queensland, known as the Australian Manufacturing
APESMA	The Association of Professional Engineers, Scientists and Managers, Australia, Queensland Branch, Union of Employees
AWUEQ	The Australian Workers' Union of Employees, Queensland
CFMEU	The Construction, Forestry, Mining & Energy, Industrial Union of Employees
ETU	The Electrical Trades Union of Employees, Queensland
PGU	Plumbers and Gasfitters Employees' Union Queensland, Union of Employees
QSU	Queensland Services, Industrial Union of Employees
UV	United Voice, Industrial Union of Employees, Queensland

1.5 Relationship to Parent Awards

This Agreement shall be read and interpreted wholly in conjunction with all of the particular terms and provisions of the relevant parent awards listed below –

- Queensland Local Government Industry (Stream A) Award – State 2017;
- Queensland Local Government Industry (Stream B) Award – State 2017;
- Queensland Local Government Industry (Stream C) Award – State 2017;
- Training Award – State 2012;
- Order – Apprentices' and Trainees' Wages and Conditions (Excluding Certain Queensland Government Entities) 2003;
- Supply of Tools to Apprentices, 1998;

Where there is any inconsistency between this Agreement and the relevant parent award, this Agreement shall take precedence to the extent of the inconsistency. Where this Agreement is silent on any matter, the relevant parent award conditions shall apply.

1.6 Definitions

Awards - The Awards set out in Clause 1.5

Council – Longreach Regional Council

Accommodation – For the purposes of this certified agreement, Council supplied accommodation will include but is not limited to a Hotel, Motel or Camp which may include caravan, camper trailer, donga

style accommodation or the like for employees required to reside in such accommodation for the purposes of carrying out the operational needs of Council on any particular job/project.

Mandatory Training – For the purpose of this certified agreement, “Mandatory Training” is training required by legislation and/or training deemed to be mandatory by Council. Particular reference is made to the Essential Experience / Qualifications section of the employee’s position description and / or safe work method statements and / or Quality Assurance Procedures for the activity to be undertaken to determine if training is mandatory.

Discretionary Training - For the purpose of this certified agreement, “Discretionary Training” is training additional to mandatory training that is beneficial to Council to help it meet operational performance, needs and / or standards.

TOIL – Time off in Lieu of Overtime.

Incidentals – for the purposes of the “Working away from Home / Branch Allowance or Incidentals Allowances” incidentals shall include phone calls and toiletries.

Immediate family – for the purposes of this certified agreement, immediate family shall be defined as a spouse (including husband and/or wife, former spouse, a de facto spouse and a former de facto spouse) of the employee. A de facto spouse means a person of the opposite sex or same sex of the employee who lives with the employee as his or her husband or wife on a bona fide domestic basis; a child or adult child (including adopted, or step or an exnuptial child); Parent or parent in law of the employee; Grandparent of the employee or grandparent of the spouse of the employee; Grandchild of the employee or grandchild of the spouse of the employee; sibling of the employee or sibling of the spouse of the employee; first uncles and first aunts; nephews and nieces.

On-charge of costs – costs able to be on-charged by Council

1.7 Renegotiation to discuss

The parties agree to commence discussions for a replacement agreement 6 months prior to the expiry of this Longreach Regional Council Certified Agreement 2018 -2022.

1.8 No Extra Claims

The parties to this Agreement agree that during the period of operation of the Agreement, there shall be no further claims for wages or salary increases or improvements in employment conditions sought or granted except for those approved under the terms of this Agreement.

This clause does not prevent any party to the underpinning Award or Awards from seeking any amendment or amendments (including amendments to Award wages, classifications or conditions) to that Award or Awards during the life of the Agreement.

PART TWO – CONSULTATION & COMMUNICATION

2.1 Duty to notify

- A. Before Council makes a decision to introduce changes in production, program, organisation, structure or technology that are likely to have significant effects on employees, Council shall notify the employees who may be affected by the proposed changes and, where relevant, their union/s.
- B. '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.
- C. Where the Award makes provision for alteration of any of the matters referred to in Clauses 2.1 (A) and (B) an alteration shall be deemed not to have significant effect.

2.2 Duty to consult over change

- A. Before Council makes a decision, Council shall consult the employees affected and the relevant 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).
- B. The consultation must occur as soon as practicable and within reasonable timeframes to suit Councils operational needs, before making a decision referred to in Clause 2.1 (A).
- C. For the purpose of such consultation Council 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.
- D. Notwithstanding the provision of Clause 2.2 Council shall not be required to disclose confidential information, the disclosure of which would be adverse to Council's interests.

2.3 Communication

- A. It is agreed between the parties that ongoing effective communication will assist in good employee relations. To this end, a Joint Consultative Committee (JCC) will be formed to deal with issues concerning the implementation of this Agreement and any other employment related matters as agreed.
- B. In addition to any other matter discussed, Council also undertakes to consult with the Joint Consultative Committee on any employment related policies.
- C. The JCC will comprise representatives of management, representatives from identified Council employee workplaces plus Unions' local Job Representatives and Officials of Unions' signatories to this Agreement. Other persons including other LRC employees or subject matter experts may be invited to JCC discussions.
- D. The JCC will conduct its first meeting in October 2018 and then meet thereafter in accord with a schedule as agreed by the JCC.

2.4 Prevention and Settlement of Disputes (Common Dispute Resolution Procedure)

It is agreed that for reasons of efficiency there will be a "common" Dispute procedure for the prevention and settlement of employee grievances and disputes regarding any workplace matter, as contained in this Sub-Clause as follows: -

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

- 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. The following procedure applies to all industrial matters within the meaning of the Act:
- i. 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 or dispute. It is recognised that an employee may exercise the right to consult such employee's union representative during the course of Stage 1 or be represented by such employee's representative during the course of Stage 2. If the grievance is with the immediate supervisor, the employee shall inform their supervisor's supervisor.
 - ii. 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.
 - iii. Stage 3: If the grievance is still unresolved, the aggrieved employee may submit the matter in writing to the Chief Executive Officer if such employee wishes to pursue the matter further. If desired by either party the matter may also be notified to the relevant union.
- D. Council 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.
- E. Council may appoint another person to investigate the grievance or dispute. Council may consult with the employee representative in appointing an investigator. The appointed person shall be other than the employee's supervisor or manager.
- F. If the matter is notified to the union, the investigator shall also consult with the union during the course of the investigation. Council 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.
- G. The procedure is to be completed in accordance with the following time frames unless the parties agree otherwise:-
- i. 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.
 - ii. Stage 2: Discussions should take place between the employee and such employee's Manager within 48 hours and the procedure shall not extend beyond 7 days.
 - iii. Stage 3: Not to exceed 14 days.
- H. If the grievance or dispute is not settled the matter may be referred to the Commission by the employee, the union or Council.
- If the matter remains unresolved, then either party may refer the matter to the Queensland Industrial Relations Commission. All parties will seek conciliation in the first instance and arbitration as a final resort.
- I. Where the grievance involves allegations of sexual harassment an employee should commence the procedure at Stage 3.
- J. 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.

2.5 Union Related Matters

- A. The parties commit to the contents of “Part 7 – Union Related Matters” in Division 1 of each of Queensland Local Government Industry (Stream A) Award – State 2017, Queensland Local Government Industry (Stream B) Award – State 2017 and Queensland Local Government Industry (Stream C) Award – State 2017.
- B. On induction, Council shall provide new employees with a document indicating that a Statement of Policy on Union Encouragement has been issued by the Commission together with details of union delegates as advise by unions.
- C. Where an employee makes a written request for union due deductions to be made from their wages, the Council will process this request and deduction in accordance with its payroll deduction process.

2.6 Union Access to Workplace

- A. Union’s party to this agreement shall have access rights as those provided in the relevant section of the *Industrial Relations Act 2016*.
- B. Union delegates and job representatives have a role to play within a workplace. The existence of accredited union delegates and or job representatives is encouraged. The employer shall not unnecessarily hinder accredited union delegates and or job representatives in the reasonable and responsible performance of their duties.

PART THREE – WAGES & RELATED MATTERS

3.1 Wage Increases

- A. For the life of this agreement the following wages shall apply:
- i. As from 12 July 2018 - \$160.00 per week above the relevant award rate i.e. in addition to any safety net increase that applied during the First Year of the Agreement. The Safety Net increase will take effect from the relevant discussions as made by the Queensland Industrial Relations Commission; and
 - ii. As from the first full pay period following 01 July 2019 - \$165.00 per week above the relevant award rate i.e. in addition to any safety net increase that applied during the Second Year of the Agreement. The Safety Net increase will take effect from the relevant decisions as made by the Queensland Industrial Relations Commission; and
 - iii. As from the first full pay period following 01 July 2020 - \$170.00 per week above the relevant award rate i.e. in addition to any safety net increase that applied during the Third Year of the Agreement. The Safety Net increase will take effect from the relevant decisions as made by the Queensland Industrial Relations Commission; and
 - iv. As from the first full pay period following 01 July 2021 - \$175.00 per week above the relevant award rate i.e. in addition to any safety net increase that applied during the Fourth Year of the Agreement. The Safety Net increase will take effect from the relevant decisions as made by the Queensland Industrial Relations Commission.
- B. In addition to the wage increases contained in Clause 3.1 (a) the following additional payments per week will continue to apply from the first full pay period on or after 01 July 2018, in recognition of the roll up of allowances (excepting for those allowances specified in Clause 3.2.1 hereof as follows –
- i. For all Award employees subject to the Queensland Local Government Industry (Stream B) and (Stream C) Awards – State 2017 - \$10 per week; and
 - ii. For all Award employees subject to the Queensland Local Government Industry (Stream A) Award – State 2017 - \$4 per week.

All Apprentices and Trainees will receive pro rata entitlements in accordance with the scale of percentages as contained in their parent award or the QIRC Order, as relevant.

3.2 Allowances

Except as provided for in Clause 3.2 (A) and (B) hereof, in light of the wage and salary increases agreed in Clause 3.1 hereof, the only allowances that will be paid to other employees subject to this agreement are as contained in this Clause as follows:

3.2.1 Longreach Regional Council Remote Living (Location) Allowance:

All Council employees shall equally receive a Longreach Regional Council Remote Living Allowance.

- A. This allowance will be paid in accordance with Division 2 – Section 1 – Schedule 2 of the Queensland Local Government (Stream A) Award – State 2017, except as provided below:
- i. The Dependent/s or Full Rate shall be \$136.00 per fortnight. This rate applies to employees with a dependent spouse/partner or dependent children as defined by Australian Government Support Agencies e.g. Centrelink.
 - ii. The Non-Dependent/s or Half Rate shall be \$68.00 per fortnight. This rate applies to employees with no dependent spouse/partner or dependent children and to employees whose spouse/partner is also an employee of Council and receiving the Longreach Regional Council Remote Living Allowance.
- B. With respect to 3.2.1 A (i), a dependent spouse is a person of the same or opposite sex who:

- i. Is in a relationship with the employee that was registered under a prescribed state or territory law (i.e. marriage, civil union); or
- ii. Although not legally married to the employee, lives with them on a genuine domestic basis in a relationship as a couple (i.e. de facto); or
- iii. A dependent child is a person whom as defined as such by Australian Government Support Agencies e.g. Centrelink.

Employees in receipt of the Longreach Regional Council Location Allowance shall be ineligible to be paid any other Award Locality and District or Divisional Allowance however expressed.

3.2.2 Allowances

- A. Local Government Industry (Stream B) - State 2017; Division 2 - Section 5 (Operational Services):-
 - i. Clause 13.2 *Construction, reconstruction, alteration, prepare and or maintenance work*;
 - ii. Clause 13.11 *Leading hand allowance*;
 - iii. Clause 13.12 *Live Sewer Work Allowance*;
 - iv. Clause 13.21 *Tool allowance*; and
 - v. *On-Call Allowances* as provided for in Clause 4.2.6 of this Certified Agreement.
- B. Local Government Industry (Stream C) - State 2017; Division 2 - Section 1 (Building Trades Services):-
 - i. Clause 13.7 *Construction/On Site Allowance*;
 - ii. Clause 13.17 *Leading Hand*;
 - iii. Clause 13.25 *Tool Allowances*;
 - iv. Clause 13.29 *Work under unpleasant conditions*; and
 - v. *On-Call Allowances* as provided for in Clause 4.2.6 of this Certified Agreement.
- C. Local Government Industry (Stream C) - State 2017; Division 2 - Section 2 (Engineering and Electrical/Electronic Services):-
 - i. Clause 13.4 *Construction /On Site Allowance*;
 - ii. Clause 13.12 *Leading Hand Allowance*;
 - iii. Clause 13.25 *Tool Allowance*; and
 - iv. *On-Call Allowances* as provided for in Clause 4.2.6 of this Certified Agreement.
- D. Local Government Industry (Stream A) - State 2017; Division 2 - Section 1 (Administrative, clerical, technical, professional, community service, supervisory and managerial):-
 - i. Clause 13.7 *Work under Extraordinarily or Unpleasant Conditions*;
 - ii. Clause 34 *Equipment and Instruments*
 - iii. *On-Call Allowances as provided for in Clause 4.2.6 of this Certified Agreement.*
- E. Local Government Industry (Stream A) - State 2017; Division 2 - Section 2 (Delivery of children's services and early childhood education (including teachers): -
 - i. Clause 13.1 *Broken Shift Allowance*;
 - ii. Clause 13.5 *Uniform and Laundry Allowance*; and
 - iii. *On-Call Allowances* as provided for in Clause 4.2.6 of this Certified Agreement;
- F. Any allowances as provided for in the Order – Apprentices' and Trainees' Wages and Conditions (Excluding Certain Queensland Government Entities) 2003.
- G. Any Award Shift Allowances.

3.2.3 Administration Responsibility allowance

All employees engaged in accordance with the Queensland Local Government Industry (Stream A) Award – State 2017 as an Administration or Supervisor Officers will be paid an all-purpose allowance of \$10 per week, in consideration of the additional responsibilities and skills attached to these positions.

3.2.4 Historical Isisford and Yaraka Attraction and Retention allowance

The historical attraction and retention allowance will be paid to all staff employed at Isisford and Yaraka at the date of certification of this agreement as follows:

Place of employment	Attraction and Retention Allowance
Isisford	\$30.00 per week
Yaraka	\$40.00 per week

3.2.5 Working away from Home / Branch Allowance

- A. Where Council requires an employee to live away from home for any reason in accommodation as defined in Clause 1.6 of this Certified Agreement, Council will, wherever possible, arrange accommodation in commercial or Council provided accommodation as defined. This accommodation, where possible, shall be arranged in advance and paid for by Council.
- B. Where Council is unable to make such arrangements and the employee has to make their own arrangements, no employee shall be “out of pocket” for such arranged accommodation or food expenses, provided the employee has written approval from their Supervisor to make such arrangements.
- C. Where an employee arranges for accommodation in a private house or the like of a friend or relative for working away from home requiring an overnight stay, such employee shall receive payment in accordance with the ATO meal allowances, commencing the first night away from home until the last full day worked away from home.
- D. In any other circumstance, where Council supplies accommodation and employees supply their own food, for working away from home requiring an overnight stay, such employee shall receive payment in accordance with the ATO meal allowances, commencing the first night away from home until the last full day worked away from home.
- E. Excluding the circumstances covered by Clause 3.2.5 A, B, C, D or any other circumstance where an employee supplies their own accommodation and food, the employee shall continue to receive \$145.00 Per Day subject to Council being able to on-charge all of these costs. Should there be any change to this situation; Council shall fully consult with the employees directly involved.

3.2.6 Living away from Home Allowance

- A. Where an employee is approved to travel away from home for work or mandatory training purposed, in addition to any entitlements provided for in accord with this Agreement, an employee shall be paid an additional amount of up to \$10 per night for incidental expenses incurred.

3.2.7 Private Vehicle Usage

- A. Council will exhaust all avenues in providing an employee a Council vehicle before consideration may be given to the use of a private vehicle for carrying out official Council duties.
- B. When approval has been granted, by the CEO, the employee shall be entitled to claim cents per kilometer travelled in accordance with ATO car expenses guidelines.

3.2.8 Allowances for Being On-Call

- A. Any employee required by Council to be “on-call” Monday to Saturday shall be paid an on-call allowance equal to the amount (as varied from time to time) as contained in Clause 18.5 of the Queensland Local Government Industry (Stream B) Award Division 2, Section 5.
- B. Any employee required to be “on call” on a Sunday or a Public Holiday by Council shall be paid an on-call allowance of 8 ordinary hours pay.

- C. All other “on call” payments shall be in accord with the Queensland Local Government Industry (Stream B) Award Division 2, Sections 5 – State 2017 except as varied by this Certified Agreement.
- D. Any Employee subject to this clause, who cannot be reasonably contacted or refuses to perform the emergency work without reasonable excuse as determined by Council, will forfeit any on-call allowances provided for in this subclause.
- E. Payment of this On – Call Allowance voids the right of any employee to any other “on-Call” or “Availability Allowance” whatsoever contained in any Award as contained in 1.5 hereof.

3.2.9 Funeral Allowances

For the duration of this Agreement, any employee who voluntarily agrees to participate in funeral administrative and/or undertaking activities, will be paid as follows per funeral:

- A. Administration Allowance \$250;
- B. Undertaking Allowance \$250;
- C. Assistant Undertaking Allowance \$150;
- D. Body Collection Undertaker \$85;
- E. Other (Dressing and Viewing) \$85; and
- F. Transporting Body after Hours \$120.

Any employees who participate in funeral administrative and/or undertaking activities will receive appropriate training and support.

3.2.10 Health and Safety Representative Responsibility Allowance

An allowance of \$13 per week shall be paid to all elected Health and Safety Representatives, in consideration of the additional responsibilities and skills attached to the position.

3.3 Non- Contact Time - Child Care Services Non- Teacher employees

Non teaching employees who are directly engaged in preparation, delivery and elevation of developmental programs for children will be provided with up to 2 hours of paid time per week as approved by Council to plan and prepare the educational programs which they are required to deliver and to give guidance, advice and assistance to other staff within the Child Care Centre in the preparation and conduct of their developmental programs.

3.4 Call-Out Payment all employees – Employee Required to Leave Their Home to Attend a Worksite

- A. Subject to this Clause, an employee recalled to work overtime on one of their ordinary working days shall receive a minimum payment of 3 hours at the prevailing overtime rate.
- B. An employee shall not be entitled to a minimum payment in respect of each call-out on the same day.

Provided that in lieu of the 3 hours' minimum payment mentioned above, where the employee was notified of the need to return to perform work prior to the completion of the ordinary hours on the day in question or where the employee is required to remain on call and is paid the allowance prescribed by Clause 3.4 hereof, a minimum payment of 2 hours at the prevailing overtime rate shall be payable.

- C. Employees recalled to work overtime may be required to perform additional work of a breakdown or emergent nature which arises during the course of the work which was the subject of the recall.
- D. Overtime worked in the circumstances specified in this Clause shall not be regarded as overtime for the purposes of Clause 3.7 hereof where the actual time worked is less than 2 hours on such recall or on each of such recalls.
- E. Any employee shall have the right to elect to have any “call-out” payments to be converted to Time off in Lieu, in accordance with Clause 4.5 in this agreement.

- F. Any Employee subject to this clause who cannot be reasonably contacted or refuses to perform the emergency work, without a legitimate reason to the satisfaction of Council, will forfeit any payments and/or allowances provided for in this Clause for any such instance.

3.5 Call-Out Payment All Employees – Employee Not Required to Leave Their Home to Attend via Electronic Means to an After Hours Unplanned/Emergency Operational Requirement

- A. An Employee required to perform work remotely, will be paid overtime for the work performed on that day, from the time the Employee commences the emergency work until the Employee completes the work provided that:-
 - i. An Employee required to perform work remotely on 1 or more occasions in any 1 day, the payment received for that day shall not be less than 1 hour's salary at penalty rates; and
 - ii. Once the minimum payment of 1 hour has been triggered by the first call-out in that hour, the second 1 hour minimum payment is not due until a further 1 hour or actual time worked has occurred.
- B. Any Employee subject to this clause, who cannot be reasonably contacted or refuses to perform the emergency work without a legitimate reason to the satisfaction of Council, will forfeit any payments and/or allowances provided for in this Clause for any such instance.

3.6 Multi-Engagements

By written agreement between Longreach Regional Council and any employee, that employee, in addition to their Principal Engagement, may accept, on a voluntary basis, a separate Secondary Engagement in a different Division and/or Section of any Parent Award applying to Council, outside of their Principal Engagement usual Ordinary Time Hours. Council commits ensuring that fatigue management is considered when allowing an employee to accept a Secondary Engagement and shall ensure fatigue management is monitored.

3.7 Travel Outside of Ordinary Time from Depot/Branch Office/Childcare to a Job Site/Travel from Job Site to Depot

- A. All employees undertaking approved travelling time to any work site, after 5:00AM on any day at the beginning of ordinary work on any day, shall be regarded as ordinary time.
- B. Where such working day requires an employee to work or travel beyond their normal ordinary hours, all such additional time shall be paid as overtime on that particular day.

3.8 Salary Sacrifice

Council agrees to allow salary sacrificing at the discretion of employees provided that there is no cost (other than payroll deduction costs) to Council. Council takes no responsibility for the implications of salary sacrifice arrangements put in place by staff.

PART FOUR – HOURS OF WORK & RELATED MATTERS

4.1 Hours of Work

- A. Subject to this clause, all ordinary time working hours arrangements for all employees shall be in accord with their relevant Award provisions.
- B. The daily spread of hours for all employees engaged by Council in accordance with any Award, shall be from 5.00 am to 7.00 pm, Monday to Friday. Any ordinary work performed before 5.00 am or after 7.00 pm shall attract penalty rates in accordance with Award provisions.
- C. Any employee engaged in accordance with the Queensland Local Government Industry (Stream A) Award – State 2017, and who is working at the Longreach Child Care Centre, shall work an ordinary time of 72.5 hours per fortnight, worked in accordance with a roster determined by Council.
- D. To deliver competitive performance, employees may be required to work a spread of times and days to give flexibility to the work force in accord with Award provisions (eg. a ten day working fortnight with four consecutive days off). In these instances applicable Award penalty rates will apply to ordinary time worked on weekends.
- E. Any rostered day off which would have occurred during the period of a operation of a different roster made in accordance with this sub clause, may be banked up to a maximum of 2 Days taken at a time in accordance with Clause 4.6.

4.2 Travel Outside of Ordinary Time from Depot/Branch Office/Childcare to a Job Site/Travel from Job Site to Depot

- A. All employees undertaking approved travelling time to any work site, after 5:00AM on any day at the beginning of ordinary work on any day, shall be regarded as ordinary time.
- B. Where such working day requires an employee to work or travel beyond their normal ordinary work hours, all such additional time shall be paid as overtime on that particular day.

4.3 Fatigue Break

- A. An employee who works so much overtime between the termination of ordinary work on one day and the commencement of ordinary work on the next day that there is not at least 10 consecutive hours off duty between those times shall, subject to Clause 3.4 or 3.5, be released after completion of such overtime until there is 10 consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.
- B. If on the instructions of the Employer such an employee resumes or continues work without having had such 10 consecutive hours off duty, the employee shall be paid double rates until released from duty for such period and the employee shall then be entitled to be absent until there is 10 consecutive hours off duty without loss of pay for ordinary working time occurring during such absence.
- C. Clause 4.3 shall apply in the case of shift workers who rotate from one shift to another as if 8 hours were substituted for 10 hours when overtime is worked:
 - i. for the purpose of changing shift rosters;
 - ii. where a shift worker does not report for duty; and
 - iii. Where a shift is worked by arrangement between the employees themselves.

4.4 Working in Heat

Council recognises that working in the heat may affect employees in different ways and is influenced by a range of factors, including but not limited to: general health, body weight, age, fitness level, medication usage and medical conditions.

Appropriate PPE will be issued to all employees on commencement and replaced as needed. All heat

related issues will be managed on a case-by-case basis by the accountable supervisors and in accordance with Council's Work Health and Safety guidelines. Where a risk assessment is completed and works are suspended due to the heat, no employee will experience loss of pay.

4.5 Toil Arrangements

4.5.1 Taking of TOIL

The taking and payment of approved TOIL shall be subject to five separate circumstances or cases of accrual and payment as outlined below:

- A. In the first case, where an employee works approved overtime and requests this overtime to be taken as TOIL, it shall be accrued and paid at single time;
- B. In the second case, except for employees covered by subclause 4.5.1 d) and 4.5.1 e) hereof, where the employee chooses not to take such TOIL accrued within 3 calendar months of the working of such TOIL, it shall be paid out to the employee at a single time rate at the next available Pay Period Pay Day;
- C. In the third case, where the employer refuses to allow the employee to take accrued TOIL within 3 calendar months of the working of such TOIL, it shall be paid out to the employee at the overtime rates applicable at the time of earning the TOIL, at the next available Pay Period Pay Day after the end of the 3 month time period;
- D. In the fourth case, excepting for employees covered by Clause 4.5.1 e) hereof, all staff based out of the Longreach Child Care Centre may bank the time involved in attending childcare staff meetings held outside of ordinary hours or for other work requirements outside of ordinary hours, up to a maximum of a normal week of ordinary times. Such TOIL is to be taken at the Christmas / New Year closure or at such other time as may be agreed between Council and the employee; and
- E. In the fifth case, Staff based out of the Longreach Child Care Centre required to deliver services remote from the Centre may be required to bank travel time to such other Centre's for service delivery as TOIL provided:
 - i. such travel time is scheduled in advance; and
 - ii. is taken off within the pay fortnight.

If such time is not taken off in the pay fortnight it shall be paid at relevant overtime rates in that fortnight.

4.5.2 TOIL provisions for Level 6.1 or higher

The following provisions will apply to an employee in receipt of salary equal to or in excess of the first increment Level 6.1 Queensland Local Government Industry (Stream A) Award – State 2017 (regardless of the employee's leave package):

- A. Subject to the provisions set out in the sub clauses below, upon claiming for authorised overtime the employee shall either:
 - i. be given time off (TOIL) equivalent to time worked either outside the spread of ordinary hours of any day or in excess of the weekly hours; or
 - ii. be given payment of overtime at the appropriate overtime rate.

Prior agreement on either of these options must be reached by the Council and the employee before undertaking any overtime.

- B. TOIL is to be taken within six (6) months from when the extra time has been worked and accumulated, otherwise payment will be made at the rate of time and one half for those hours that exceed the six (6) month accumulation period. An extension of the six (6) month period may be approved by the CEO upon the request of the employee.

- C. Employees and Supervisors are to apply all reasonable efforts to enable the time accumulated to be taken off within the six (6) month accumulation period.

4.6 Rostered Days Off

- A. All Current rostered days off arrangements shall continue for all employees subject to any flexibilities that may be introduced in accord with either this Agreement or in accord with their relevant Award provisions:
 - i. Queensland Local Government Industry (Stream A) Award – State 2017 - 9 day fortnight;
 - ii. Queensland Local Government Industry (Stream B) Award – State 2017 – 9 day fortnight;
 - iii. Queensland Local Government Industry (Stream C) Award – State 2017 – 9 day fortnight; and
 - iv. Order – Apprentices’ and Trainees’ Wages and Conditions (Excluding Certain Queensland Government Entities) 2003 – 9 day fortnight.
- B. Rostered days off shall be scheduled in a rostering system for each specific work group following consultations with that group, whereby the entire work group take the same day off within the scheduled roster. The parties involved agree that scheduling will be implemented in each area to ensure operational and community needs are met and maintained. Changes to rosters must be agreed to by both parties and will not be unreasonably refused. Rosters shall be scheduled to ensure both employees work life balance and Councils operational needs are met.
- C. By agreement, at the request of an employee or a group of employees in a particular work area, the Council and an employee or the group of employees involved, may change existing roster arrangements for such periods of time as may be agreed.
- D. An employee who works on a rostered day off and within the maximum of the agreed 5 days will be paid at the rate of ordinary time and the Rostered Day Off will be banked.
- E. Any banked times in excess of 5 days are to be taken in the following pay period. However if the employee is directed by Council to work these RDO hours, such hours shall be paid at overtime rates.

PART FIVE - PERSONAL LEAVE

5.1 Annual Leave

- A. All employees shall receive 5 Weeks' Annual Leave Per Annum.
- B. Annual Leave shall be accrued to a maximum entitlement of two (2) years.
- C. Employees shall be required to provide the Council with a minimum period of notice, in writing, of 20 days of their intention to take in excess of 3 consecutive days annual leave. Emergent annual leave will be considered and approved on a case-by-case basis.

5.2 Sick Leave

- A. All employees shall receive 15 Days per Annum.
- B. Sick leave on termination or death to be paid out on the basis set out in the table below subject to the following conditions:
 - i. Commencement of accrual of "Years of Service" entitlements under this Clause shall be from 27 May 2009;
 - ii. For the purpose of calculating sick leave transfer entitlements to staff transferring to another Council, sick leave entitlements will be reduced by the amount of leave paid out under this agreement; and
 - iii. All pre-existing sick leave shall be utilised first.

Years of Service	Percentage of accrued leave paid out
0 – 2	Nil
>2 – 5	2.5%
>5 – 10	5%
>10 – 20	15%
>20	22.5%

5.3 Personal Leave

All employees may use sick leave for "immediate family" as defined in Clause 1.6 hereof.

5.4 Parental Leave

5.4.1 Entitlement

- A. Council recognises that the provision of the paid parental leave scheme introduced by the federal government and any provision contained in this Agreement are mutually exclusive.
- B. Accordingly, the provision of paid parental leave contained in this Agreement shall not be subject to reduction during the life of this Agreement. Parental leave entitlements for employees shall be underpinned by the relevant parent Awards and legislative requirements. In addition to award and legislative requirements employees shall be entitled to apply for paid parental leave after 12 months of continuous service with the Council.
- C. An employee's entitlements to accrue other forms of paid leave shall continue during such period of Council paid parental leave. Absences for parental leave shall be supported by appropriate documentation.

5.4.2 Maternity Leave

- A. After twelve (12) months of continuous service, an eligible full-time employee is entitled to six (6) weeks' maternity leave on full pay. Part-time employees are eligible to six (6) weeks' paid maternity leave based on their contracted hours. While casual employees may access maternity leave they shall not be entitled to paid maternity leave.

- B. Paid maternity leave may be taken at half pay.

5.4.3 Parental Leave (Non-Birth Partner)

- A. After twelve (12) months of continuous service, an employee is entitled to a total of three (3) days' paid parental leave in connection with the birth or stillbirth of their partner's child or adoption of a child.
- B. In addition, paid parental leave entitlements may be available through the Department of Human Services.

5.4.5 Adoption Leave

An employee is not entitled to access paid parental leave in relation to adoption-related leave unless the child that is to be placed with the employee for adoption:

- A. is, or will be, under 16 years of age as at the day of placement, or the expected day of placement, of the child; and
- B. has not, or will not have, lived continuously with the employee for a period of six (6) months or more as at the day of placement, or the expected day of placement, of the child; and
- C. is not (otherwise than because of the adoption) a child of the employee or the employee's spouse or de facto partner

Employees will be entitled to Adoption Leave after twelve (12) months of continuous service.

5.5 Emergency Services Leave

Where an employee, by reason of affiliation with an emergency service agency, is required to be absent from duty during normal working hours in order to assist or undertake such emergency work, that employee shall be allowed leave with pay equivalent to the ordinary time earnings of such absence. In such instances approved emergency services leave is taken, the employee will be paid at their normal rate of pay for the time during which they are in attendance at the emergency during normal working hours.

Employees are required to request permission from their departmental manager before commencing emergency services leave. Employees shall be released from duty with Council, unless they are otherwise engaged in urgent or essential duty may not be released if the absence may adversely affect the work of the department. As far as practicable, an employee must return to work if the emergency duty ceases before the end of the normal working hours.

An employee who has been engaged on emergency work for a period of at least four hours, shall be entitled, upon the cessation of such work and prior to the resumption of normal Council duties, to a clear break of eight hours without loss of pay for ordinary working time occurring during such break. Any additional time off (for recuperation) is to be taken from accrued applicable leave at the discretion of the employee.

5.6 Bereavement Leave

Employees may be granted up to five (5) days Bereavement Leave [Made up of two (2) day bereavement leave and three (3) days sick leave]. Where no sick leave is available the Council and the employee may agree on such additional days to be taken from annual or long service leave accrued balances, where an entitlement exists. Such bereavement leave shall be on full pay on each occasion where the deceased person was related to the employee in any of the circumstances as defined by immediate family in Clause 1.6 of the Agreement.

- A. The taking of Bereavement Leave shall be subject to the production of evidence of death satisfactory to the employer or the completion of a statutory declaration under the provision of the Oaths Act, if so requested by the employer.
- B. Access to Bereavement Leave in other circumstances may be available subject to the agreement of the Chief Executive Officer.

5.7 Long Service Leave

- A. All Long Service leave accrued prior to the making of the Longreach Regional Council

Enterprise Bargaining Certified Agreement 2009 is retained by relevant employees.

- B. As from the 12th June 2009 all staff shall be eligible for Long Service Leave after 10 years service with Long Service Leave accrual being at the rate of 1.3 weeks per year
- C. Pro-rata Long Service Leave payout will be available, in the case of termination, after seven years service or equivalent accumulation. Any pro-rata Long Service Leave entitlement will be transferred to the new employer if moving to another Council or paid out if leaving the Local Government industry.
- D. Employees may take long service leave in one (1) or more portions provided that no less than one (1) week may be taken in any portion. This may be varied to lesser amounts in special circumstances as agreed between the employee and the employer.
- E. Employees who are eligible to access their long service leave balance may apply in writing for long service leave at double pay but taken for half the period of the leave usually paid at ordinary time.
- F. Employees who are eligible to access their long service leave balance may apply in writing for long service leave to be paid at half their normal ordinary rate thus extending their eligible period of leave.
- G. An employee, in accord with Section 110 of the Queensland Industrial Relations Act 2016, may apply to the Queensland Industrial Relations Commission for payment of all or part of Long Service Leave, for compassionate grounds or a ground of financial hardship.
- H. All other provisions of the relevant Award/s will apply.

5.8 Jury/Witness Leave/Payment

If an Employee is required to carry out jury service or observe a subpoena by a court as a witness the Employee during ordinary working hours will be entitled to claim their normal wage provided that any Court fees/payment received for such service is surrendered to Council.

5.9 Emergency/Disaster Circumstances – Return from Annual Leave

- A. To meet unexpected or emergency operational needs, Council may be required to call upon an employee (or employees) to return to work from Annual leave.
- B. Where this situation arises, they will be entitled to overtime rates in addition to their paid entitlements, in lieu of reversing annual leave entitlements, for up to three consecutive days.
- C. If the employee is asked to return to work for more than three consecutive days, Council will reverse their leave entitlements and pay ordinary rates. The employee has the right to refuse return to work in these circumstances.

5.10 Domestic and Family Violence Leave

- A. Where an employee has been affected by Domestic and Family Violence, the employee may access up to 5 days unpaid special leave per annum. This is in addition to their entitlements under the Queensland Employment Standards.

5.11 Natural Disaster Leave

- A. Where a Declaration of a Disaster Situation has been declared which results in situations where employees are unable to perform their required functions and reasonable duties, or where to continue working under extreme conditions is inadvisable due to Workplace Health and Safety considerations, and where employees are required to leave the work site and return home, employees shall be permitted to leave without loss of pay, up to a maximum of three days and such leave is subject to approval by the CEO.
- B. Where any employee is isolated as a result of a declared Declaration of a Disaster Situation caused by but not limited to, a natural flood, cyclone, bushfire, tsunami, volcano or earthquake events, and accordingly is unable to report to work at any of Council's depots or premises from

which that employee's duties are conducted by means of plant and/or equipment being stationed there or alternative duties or training, the employee shall be permitted leave without loss of pay, up to a maximum of three days and such leave subject to approval by the CEO.

- C. Where due to an employee's circumstances they are required to return home due to a non-declared Declaration of a Disaster Situation, the employee must seek approval to leave work and, if approved will be eligible to access any accrued leave balance (including TOIL, RDO's) excluding personal leave (unless an emergency as defined by the relevant award) or unpaid leave.

PART SIX – TRAINING & RELATED MATTERS

6.1 Travel for Compulsory Training or Discretionary Training, and Conferences & Seminars

- A. All reasonable travelling and/or out-of-pocket expenses including meals incurred by an employee in the course of the employee's duties attending compulsory or discretionary training and Conferences & Seminars shall be reimbursed in accord with the Agreement.
- B. An employee directed by Council to travel for any Compulsory Training or Discretionary Training, and Conferences & Seminars outside the prescribed ordinary hours of work, shall be paid for such travelling time at single time rates as per Clause 6.1 (C).
- C. Any travelling time shall be calculated on the shortest travel time, deemed by Council, by any mode of transport to the venue irrespective of how the employee travels to the training. For example, if the staff member elects to drive, then they are paid 2 hours air travel time instead of 12 hours drive time for a trip to Brisbane.
- D. An employee attending discretionary training or Conferences and Seminars who is required to travel in their own time to attend or return from discretionary training or Conferences and Seminars, shall not receive any payment for such travel time.
- E. The above provisions shall not apply to employees receiving assistance under Council Study Assistance Policy, where such assistance already provides for recognition of the matters covered by this Clause.

6.2 Licences/Competencies

- A. Particular occupations require the possession of relevant licences and certificates of competency. All employees will be required by the Council to obtain and to maintain the necessary registration and licences relevant to the position that such employee would normally be required to hold in order to fulfil their position (i.e. Drivers Licence, Relevant Truck Licence, Trade Certificates etc.) at no cost to Council.
- B. However, the Council shall cover the training and ongoing licence or operator's ticket costs of employees who are required as part of their job with the Council to drive or operate identified machinery and/or equipment, or hold specific licences/competencies.
- C. If Council requires the employee to hold any additional and/or specific licences/registrations/certificates relevant to their position they shall be obtained at no cost to the employee.
- D. Employees who lose their licences and/or certificate of competencies shall have their circumstances dealt with in accordance with the provisions of the Code of Conduct and relevant policies.
- E. Further, in order to maintain a safe work environment as well as creating career paths and opportunities for employees, Council is committed to a Verification of Competency process for all operators. This will ensure that all operators are skilled at a similar level when operating council machinery and meet required WHS guidelines. This will be at no cost to the employee.

PART SEVEN – EMPLOYMENT RELATIONS & RELATED MATTERS

7.1 Flexible Working Arrangements

The parties to this Agreement endorse flexible work arrangements and agree that flexible work arrangements may be developed by agreement with the affected parties.

Council aims to provide employees the opportunity to have flexible work arrangements that better balance work and personal commitments.

- A. Council Directors may agree, at the request of an employee, for that employee to work outside of the span of hours contained in this agreement, to accommodate family related needs and a work life balance.
- B. Such voluntary agreements, mutually agreed to by both parties, may override the span of hours and penalty provisions of relevant awards and certified agreements.
- C. Any such agreement must be committed to writing with a copy placed on the employees personnel file.

7.2 Transition of an Employee to Retirement from Council

- A. Transition to retirement arrangements may be available to those employees genuinely considering full time retirement from the workforce and who wish to transition period to retirement. This is in recognition of the need to facilitate the transfer of corporate knowledge, skills and provide guidance and mentoring to other employees prior to retirement, for the mutual benefit of the employer and employee.
- B. Any such arrangements between the employer and employee shall be documented in writing confirming the agreed pattern of work required, which may include (as applicable):-
 - i. The clear understanding that once entered into, given that the Council will have necessarily either appointed an existing employee to be the recipient of the knowledge transfer, or, has recruited a new employee, these arrangements cannot be reversed unless exceptional circumstances arise and a further agreement is reached to terminate the transition;
 - ii. The weeks to be worked over the period and the minimum ordinary hours per week;
 - iii. Days on which the work is to be performed including the daily starting and finishing times; and/or
 - iv. The knowledge transfer specifications for the period.
- C. These arrangements once made, are to be strictly adhered to, but may be varied by mutual agreement between the employer and employee and any agreed amendments are to be documented.
- D. All leave entitlement balances accrued immediately prior to the approved Transition to Retirement arrangement shall be maintained without reduction, except where the employee utilises approved leave. On commencement of the arrangement, all leave shall accrue in accordance with the relevant hours of work clauses within this Agreement and/or applicable parent Award.

7.3 Job Security

- A. Council remains committed to the sustainability of all communities within its region. Council is therefore committed to maintaining job security for all employees subject to Council's financial capacity to do so.
- B. Council will therefore seek to create as productive and efficient organisation as possible to ensure

both the delivery of efficient and sustainable services to the Communities within its Region plus retaining the capacity to provide the maximum job opportunities as possible and in accordance with operational needs.

7.4 Redundancies

- A. Where, following the consultation process with affected employees and their representatives, as outlined in Clause 2.2, and Council has determined that identified positions are to be made redundant, an employees whose role has been made redundant shall be entitled to severance pay on the basis set out in the table below.

Years of Service	Severance Pay
>1 – 2	4 weeks
>2 – 3	6 weeks
>3 – 4	8 weeks
>4 – 5	10 weeks
>5 – 6	12 weeks
>6 – 7	14 weeks
>7 – 8	16 weeks
>8 – 9	18 weeks
>9 – 10	20 weeks
>10 – 11	22 weeks
>11 - 12	23 weeks
>12	24 weeks

Division 2 - Section 1 (Administrative, clerical, technical, professional, community service, supervisory and managerial services)	Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
	Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
Administrative, Technical and Community Services					
Level 1, year 1	\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, year 2	\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, year 3	\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, year 4	\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, year 5	\$ 822.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, year 6	\$ 835.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 2, year 1	\$ 857.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 2, year 2	\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 2, year 3	\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 2, year 4	\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 3, year 1	\$ 930.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 3, year 2	\$ 930.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 3, year 3	\$ 955.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 3, year 4 ³	\$ 963.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 4, year 1	\$ 982.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 4, year 2	\$ 1,007.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 4, year 3	\$ 1,032.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 4, year 4	\$ 1,032.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 5, year 1	\$ 1,058.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 5, year 2	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 5, year 3	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 6, year 1	\$ 1,129.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00

Level 6, year 2	\$ 1,172.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 6, year 3	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 7, year 1	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 7, year 2	\$ 1,264.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 7, year 3	\$ 1,264.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 8, year 1	\$ 1,300.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Senior Officers Administrative, Technical and Community Services in addition to Level 8 Yr1					
Level 8, year 2	\$ 1,336.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 8, year 3	\$ 1,372.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 8, year 4	\$ 1,408.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 8, year 5	\$ 1,444.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Junior Rates					
Age of employee	% of Level 1 Year 1 Award rate				
under 18 years of age	60%	\$ 454.80	\$96	\$99	\$102
18 and under 19 years of age	70%	\$ 530.60	\$112	\$115.50	\$119
19 and under 20 years of age	80%	\$ 606.40	\$128	\$132	\$136
20 years of age	90%	\$ 682.20	\$144	\$148.50	\$153
Casual Loading (plus 25% of applicable rate)					

Division 2 - Section 2 (Children's Services & Early Childhood Education)	Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
	Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
Assistant children's services worker					

Assistant children's services worker, unqualified, year 1	\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant children's services worker, unqualified, year 2	\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant children's services worker, unqualified, year 3	\$ 822.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Children's services worker					
Children's services worker, 1 year qualified, year 1	\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Children's services worker, 1 year qualified, year 2	\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Children's services worker, 1 year qualified, year 3	\$ 930.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader					
Group leader, 1 year qualified, year 1	\$ 955.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 1 year qualified, year 2	\$ 982.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 1 year qualified, year 3	\$ 982.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 2 year qualified, year 1	\$ 1,032.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 2 year qualified, year 2	\$ 1,058.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 2 year qualified, year 3	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 3 year qualified, year 1	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Group leader, 3 year qualified, year 2	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant coordinator					
Assistant coordinator, qualified, large service year 1	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant coordinator, qualified, large service year 2	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant director					
Assistant director, 2 year qualified, year 1	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant director, 2 year qualified, year 2	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant director, 2 year qualified, year 3	\$ 1,106.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant director, 3 year qualified, year 1	\$ 1,129.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Assistant director, 3 year qualified, year 2	\$ 1,129.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator					
Coordinator, unqualified, year 1	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, unqualified, year 2	\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, unqualified, year 3	\$ 1,106.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00

Coordinator, qualified, small service, year 1	\$ 1,129.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, qualified, small service, year 2	\$ 1,172.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, qualified, large service, year 1	\$ 1,172.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, qualified, large service, year 2	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, qualified, large service, year 3	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Coordinator, qualified, large service, year 4	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director					
Director, 2 year qualified, year 1	\$ 1,172.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, 2 year qualified, year 2	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, 2 year qualified, year 3	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, 2 year qualified, year 4	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 1	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 2	\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 3	\$ 1,264.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 4	\$ 1,264.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 5	\$ 1,300.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 6	\$ 1,308.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 7	\$ 1,324.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 8	\$ 1,340.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Director, minimum 3 year qualified, year 9	\$ 1,351.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant					
Kindergarten/preschool assistant, grade 1, year 1	\$ 742.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant, grade 1, year 2	\$ 753.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant, grade 2, year 1	\$ 768.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant, grade 2, year 2	\$ 779.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant, grade 3, year 1	\$ 803.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Kindergarten/preschool assistant, grade 3, year 2	\$ 815.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Exempted teacher					
Exempted teacher, grade 1	\$ 803.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00

Exempted teacher, grade 2		\$ 815.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Exempted teacher, grade 3		\$ 828.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher						
Teacher, band 1, step 1		\$ 890.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 1, step 2		\$ 907.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 1, step 3		\$ 927.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 1, step 4		\$ 949.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 2, step 1		\$ 967.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 2, step 2		\$ 1,003.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 2, step 3		\$ 1,038.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 2, step 4		\$ 1,075.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 2, step 5		\$ 1,108.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 3, step 1		\$ 1,136.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 3, step 2		\$ 1,166.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 3, step 3		\$ 1,195.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Teacher, band 3, step 4		\$ 1,226.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Junior Rates						
Age of employee	% of Assistant children's services worker					
17 and under 18 years of age	55%	\$ 429.28	\$88	\$90.75	\$93.50	\$96.25
18 and under 19 years of age	65%	\$ 507.33	\$104	\$107.25	\$110.50	\$113.75
19 and under 20 years of age	75%	\$ 585.38	\$120	\$123.75	\$127.50	\$131.25
20 years of age	85%	\$ 663.43	\$136	\$140.25	\$144.50	\$148.75
Age of employee	% of Children's services worker - 1 year qualified					
17 and under 18 years of age	55%	\$ 485.10	\$88	\$90.75	\$93.50	\$96.25
18 and under 19 years of age	65%	\$ 573.30	\$104	\$107.25	\$110.50	\$113.75
19 and under 20 years of age	75%	\$ 661.50	\$120	\$123.75	\$127.50	\$131.25
20 years of age	85%	\$ 749.70	\$136	\$140.25	\$144.50	\$148.75
Casual Loading (plus 23% of applicable rate)						

Division 2 - Section 4 - Hospitality Services	Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
	Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
Hospitality worker, introductory level	\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 1	\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 2	\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 3	\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 4	\$ 835.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 5	\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Hospitality worker, level 6	\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Junior Rates					
Age of employee	% of relevant minimum adult Award rate				
under 18 years of age	65%	\$104	\$107.25	\$110.50	\$113.75
18 and under 19 years of age	75%	\$120	\$123.75	\$127.50	\$131.25
19 and under 20 years of age	85%	\$136	\$140.25	\$144.50	\$148.75
20 years of age	100%	\$160	\$165	\$170	\$175
Casual Loading (plus 23% of applicable rate)					

Division 2 - Section 5 (Operational Services)		Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
		Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
Level 1, first 6 months		\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 1, after first 6 months		\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 2		\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 3		\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 4		\$ 822.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 5		\$ 835.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 6		\$ 857.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 7		\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 8		\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Level 9		\$ 930.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Junior Rates						
Age of employee	applying to a level 1 employee					
under 18 years of age	60%	\$ 468.30	\$96	\$99	\$102	\$105
18 and under 19 years of age	75%	\$ 585.38	\$120	\$123.75	\$127.50	\$131.25
Casual Loading (plus 23% of applicable rate)						

Division 2 - Section 1 (Building Trades Services)		Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
		Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
Building worker						
Building worker, level 1(a), new entrant		\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building worker, level 1(b), after 3 months in the industry		\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building worker, level 1(c), after 12 months in the industry		\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building worker, level 1(d)		\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building worker, level 2		\$ 822.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building tradesperson						
Building tradesperson, level 1		\$ 835.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building tradesperson, level 2		\$ 857.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Building tradesperson, level 3		\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Apprentice						
Yr 1	40% BT1	\$ 334.00	\$ 64.00	\$ 66.00	\$ 68.00	\$ 70.00
Yr 2	55% BT1	\$ 459.25	\$ 88.00	\$ 90.75	\$ 93.50	\$ 96.25
Yr 3	75% BT1	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 4	90% BT1	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Adult Apprentice						
Yr 1	75% BT1	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 2	80% BT1	\$ 668.00	\$ 128.00	\$ 132.00	\$ 136.00	\$ 140.00
Yr 3	84% BT1	\$ 701.40	\$ 134.40	\$ 138.60	\$ 142.80	\$ 147.00
Yr 4	90% BT1	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Casual Loading (plus 23% of applicable rate)						

Division 2 - Section 2 (Engineering and Electrical/Electronic Services)		Award Rate	Yr 1 first full pay period July 2018 (12/07/2018)	Yr 2 first full pay period July 2019	Yr 3 first full pay period July 2020	Yr 4 first full pay period July 2021
		Per Week 01.09.2017	Per Week \$160	Per Week \$165	Per Week \$170	Per Week \$175
C14		\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C13		\$ 758.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C12		\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C11		\$ 803.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C10		\$ 835.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C9		\$ 857.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C8		\$ 882.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C7		\$ 905.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C6		\$ 955.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C5		\$ 982.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C4		\$ 1,007.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C3		\$ 1,058.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C2(a)		\$ 1,083.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
C2(b)		\$ 1,129.00	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00
Junior Rates						
Age of employee	% of C12 Award Rate					
under 17 years of age	55%	\$ 429.28	\$ 88.00	\$ 90.75	\$ 93.50	\$ 96.25
17 and under 18 years of age	65%	\$ 507.33	\$ 104.00	\$ 107.25	\$ 110.50	\$ 113.75
18 and under 19 years of age	75%	\$ 585.38	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
19 and under 20 years of age	85%	\$ 663.43	\$ 136.00	\$ 140.25	\$ 144.50	\$ 148.75
20 years of age and over	100%	\$ 780.50	\$ 160.00	\$ 165.00	\$ 170.00	\$ 175.00

Apprentice						
Yr 1	40% C10	\$ 334.00	\$ 64.00	\$ 66.00	\$ 68.00	\$ 70.00
Yr 2	55% C10	\$ 459.25	\$ 88.00	\$ 90.75	\$ 93.50	\$ 96.25
Yr 3	75% C10	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 4	90% C10	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Apprentice completed Yr 11						
Yr 1	47.40% C10	\$ 395.79	\$ 75.84	\$ 78.21	\$ 80.58	\$ 82.95
Yr 2	55% C10	\$ 459.25	\$ 88.00	\$ 90.75	\$ 93.50	\$ 96.25
Yr 3	75% C10	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 4	90% C10	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Apprentice completed Yr 12						
Yr 1	50.70% C10	\$ 423.35	\$ 81.12	\$ 83.66	\$ 86.19	\$ 88.73
Yr 2	58.80% C10	\$ 490.98	\$ 94.08	\$ 97.02	\$ 99.96	\$ 102.90
Yr 3	75% C10	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 4	90% C10	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Apprentice Adult						
Yr 1	75% C10	\$ 626.25	\$ 120.00	\$ 123.75	\$ 127.50	\$ 131.25
Yr 2	80% C10	\$ 668.00	\$ 128.00	\$ 132.00	\$ 136.00	\$ 140.00
Yr 3	84% C10	\$ 701.40	\$ 134.40	\$ 138.60	\$ 142.80	\$ 147.00
Yr 4	90% C10	\$ 751.50	\$ 144.00	\$ 148.50	\$ 153.00	\$ 157.50
Casual Loading (plus 23% of applicable rate)						

SIGNATORIES

Longreach Regional Council

Signed for and on behalf of the Longreach Regional Council by
the Chief Executive Officer

Ian Bodill

In the presence of

Danielle Heslin

Dated this 28 Day of September 2018

Australian Workers' Union of Employees, Queensland

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

Signature

Steve Baker (secretary)

In the presence of

Signature

M Chisholm

Dated this 9 Day of October 2018

Transport Workers' Union of Australia, Union of Employees (Queensland Branch)

Signed for and on behalf of the Transport Workers' Union of
Australia, Union of Employees (Queensland Branch)

Signature

Name

In the presence of

Signature

Name

Dated this _____ Day of _____ 2018

The Construction, Forestry, Mining and Energy, Industrial Union of Employees, Queensland

Signed for and on behalf of the Construction,
Forestry, Mining and Energy, Industrial Union of
Employees, Queensland

Signature

Jade Ingham

In the presence of

Signature

Emma Eaves

Dated this 11 Day of October 2018

Queensland Services, Industrial Union of Employees

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

Signature

Neil Henderson

In the presence of

Signature

Cary Pollock

Dated this 10 Day of October 2018

**Automotive, Metals, Engineering, Printing and Kindred Industries Industrial Union of Employees,
Queensland**

Signed for and on behalf of the Automotive, Metals,
Engineering, Printing and Kindred Industries
Industrial Union of Employees, Queensland

Signature

Rohan Webb

In the presence of

Signature

Elizabeth Barlow

Dated this 10 Day of October 2018