

ENTERPRISE AGREEMENT

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**Roads and Traffic
Authority**

(Wages Staff)

Enterprise Agreement



Part A

Workplace reform

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(Wages Staff)

Enterprise Agreement


Part A

1.0 Introduction

This agreement will be known as the Roads and Traffic Authority (Wages Staff) Enterprise Agreement. The terms of this agreement will apply to all wages staff of the Roads and Traffic Authority, excepting those employed at Broken Hill who are covered by a separate agreement with the Barrier Industrial Council, under the Transport Administration Act, 1988.

1.1 Parties to the agreement

The parties bound by the Agreement are the Roads and Traffic Authority (hereinafter called the "RTA") and:

- The Australian Workers' Union, New South Wales Branch
- Building Workers' Industrial Union of Australia, New South Wales Branch
- Electrical Trades Union of Australia, New South Wales Branch
- Operative Painters and Decorators' Union of Australia, New South Wales Branch
- Federated Engine Drivers and Firemen's Association of Australasia, New South Wales Branch
- Transport Workers' Union of Australia, New South Wales Branch
- Automotive Metals and Engineering Union
- Federated Ironworkers' Association of Australia, New South Wales Division
- New South Wales Plumbers and Gasfitters Employees Union
- Australian Liquor, Hospitality and Miscellaneous Workers Union, Miscellaneous Workers Division, New South Wales Branch
-  *Australasian* Australian Society of Engineers New South Wales Branch
- Operative Plasterers' and Plaster Workers' Federation of Australia, New South Wales Branch

The parties, other than the RTA, will hereinafter be called the "unions".

1.2 What does this agreement replace?

This agreement replaces, to the extent of any inconsistencies, the following existing awards and industrial agreements:

a. Awards

- Crown Employees (Common Wage Points) Award
- Crown Employees (Skilled Tradesmen) Award
- General Construction and Maintenance, Civil and Mechanical Engineering &c (State) Award
- Plant &c Operators on Construction (Public Works Department, Water Resources Commission, Commissioner for Main Roads and Maritime Services Board) Award
- Gangers (State) Award
- Surveyors' Field Hands (State) Award
- Transport Industry Mixed Enterprises Interim (State) Award
- Sydney Harbour Bridge Employees Award
- Tow Truck Drivers (Sydney Harbour Bridge and Approaches) Award
- Crown Employees (Security and General Services) Award
- General Construction and Maintenance, Civil and Mechanical Engineering &c (State) Expense Related Allowances Award
- Plant &c Operators on Construction (Public Works Department, Water Resources Commission, Commissioner for Main Roads and Maritime Services Board) Expense Related Allowances Award
- Gangers (State) Expense Related Allowances Award
- Surveyors' Field Hands (State) Expense Related Allowances Award
- Crown Employees (Skilled Tradesmen) Expense Related Allowances Award
- Sydney Harbour Bridge Employees Expense Related Allowances Award.

b. Industrial agreements

- Traffic Signals - Non Trades Employees, Agreement No 6265 of 1980
- Patrolmen - Berowra/Calga Tollway, Agreement No.6127 of 1979

1.3 Purpose of this agreement

- a) The main purpose of this agreement is to ensure that the following parties:
- RTA management
 - RTA wages staff
 - Unions
- are committed to continually improving all areas of the RTA to achieve lasting customer satisfaction and increased productivity.
- b) The RTA is totally committed to improving the way in which it performs its operations to ensure it meets customers' needs. This is being done by means of the RTA Continuous Improvement Strategy.
- c) Continuous improvement is:
- leadership and the deployment of clear values, goals, plans and benchmarks in the on-going pursuit of improved performance.
- d) This will require both management and wages staff to increase their knowledge and skills in this area and focus on achieving greater success in the work place.
- e) The implementation of continuous improvement depends on the achievement of the following key areas:
- leadership:
 - leadership by RTA management dedicated to the development of a continuous improvement ethic
 - customer focus:
 - quality service in all aspects of the RTA's operations
 - responsiveness to the community, government and the RTA's expectations
 - policy and planning:
 - a systematic, planned approach to all RTA activities and operations
 - information and analysis:
 - reliable, current information used as the basis for all decisions

- people:
 - a skilled, motivated and ethical wages staff
- quality of process, product and service:
 - efficiency and effectiveness in the use of all resources
 - provision of products and services at an agreed time, cost and quality.

f)

As the actions in the key areas are addressed, the RTA will:

- be an organisation that is more innovative, effective and responsive to the needs of customers
- provide a working environment that is more interesting, satisfying and rewarding for its wages staff.

1.4 Enterprise bargaining infrastructure

Implementation of continuous improvement will be based on consultation. The following bodies will be established to facilitate a consultative and participative approach.

1.4.1 RTA's Single Bargaining Unit (SBU)

A joint advisory group, to be called the RTA Single Bargaining Unit, consisting of nominated representatives from the unions, Labor Council and RTA management will be established to oversee the development, negotiation and implementation of an agreed enterprise bargaining agenda and enterprise agreement to ensure:

- a consistent approach
- an effective implementation process in order to achieve the agreed outcomes within the allotted time frames
- the achievement of sustainable and measurable productivity improvements.

1.4.2 Project teams

Project teams will be established to oversee the technical development and implementation of each macro agenda item:

- work redesign, competency based training, performance management, conditions of employment and work patterns.

Each project team will be under the managerial control of an RTA Project Manager and will include both RTA and union nominated wages staff representatives.

The project teams will provide regular reports to, and as requested by, the SBU and will refer any problems which cannot be resolved at the project level to the SBU for determination.

1.4.3 Task groups

Project teams will establish wages staff task groups (comprising reference groups or single issue groups), as required, to research and provide recommendations in line with the terms of reference that are assigned by the project team(s) to the task group(s).

1.4.4 Directorate advisory groups

Advisory groups will be established in each region and one for the Corporate directorates and will include both RTA nominees and union nominated wages staff. The groups' role will be to promote positive cooperation in overseeing the implementation of each of the macro areas within the directorates and to resolve any localised problems that arise during the implementation process. The groups will provide regular reports to, and as requested by, the SBU and will refer any problems which cannot be resolved at the directorate level to the SBU for determination.

1.4.5 General principles

- a) The SBU, project teams and advisory groups will each circulate to these groups minutes of their respective meetings.
- b) Wages staff representatives assigned to a project team, task group or advisory group will be released from their normal duties, as required, and be allowed the resources necessary to carry out the responsibilities to which they have been assigned.
- c) Directorate advisory groups will:
 - be chaired (to be shared) by the Union and RTA's enterprise bargaining coordinator for the region or Corporate directorates
 - develop and implement a communication plan to ensure that directorate staff are kept fully informed of the work of the committee and the ongoing implementation of the enterprise bargaining process across the directorate.

Wages staff nominated to these committees will be released from work to fulfil the advisory group requirements. Should any problems arise related to such release, they will be referred to the SBU.

- d) The SBU, project teams and Directorate advisory groups will be able to second a wages staff member to the respective body if such staff member has special expertise relating to and relevant to the issue(s) being considered.
- e) Nominated representatives and committee members will have relevant training to assist them in their roles.

- f) The SBU, project teams, task groups and directorate advisory groups will be appropriately resourced in regard to clerical backup, time, provision of information and other identified needs.

1.5 Work redesign

Each area within the RTA must satisfy the needs of its internal and external customers. This will mean that each area will only perform processes which result in products or services that satisfy those needs. To ensure that this happens, the parties agree to the following steps to:

- identify the needs
- develop the key processes that will satisfy these needs
- identify the most efficient workflows to link these key processes
- identify and develop the individual activities required to undertake key processes
- identify who will be responsible for each activity and what skills and competencies they require
- design jobs on the basis of the information developed above
- group these jobs in an appropriate classification structure
- regularly re-evaluate the whole process to ensure customers' needs continue to be met.

It is in everyone's interest that all of the steps listed above involve the active participation of all wages staff within that area.

Most of the steps involved in the process are contained in the RTA's Continuous Improvement Strategy. However, it is recognised that a critical part of the process will be designing jobs to satisfy customers' needs.

To ensure this happens, the parties recognise the need for a mechanism:

- to identify the skills and competencies required
- to provide the best way to design jobs
- an appropriate job classification system

To develop this mechanism the following structure is to be established:

- Work redesign project team
- Task groups

- Directorate advisory groups

1.5.1 Roles and responsibilities

a)

Work redesign project team

The work redesign project team will be responsible to the SBU for coordinating the work and job redesign implementation program including:

- identifying the needs of internal and external customers and designing jobs to suit
- linking the responsibilities, authority and methods of performing work with the key processes identified during the implementation of the RTA's Continuous Improvement Strategy
- the development of a team based approach where appropriate
- multi-skilling wages staff, where appropriate, through horizontal integration
- seeking to develop generic job descriptions
- developing a classification system to place jobs into appropriate groupings
- removing duplication of effort, through vertical integration and by devolving responsibility wherever possible
- reviewing existing work flows with the objective of improving efficiency
- linking ongoing work redesign to the implementation of the competency based training, work patterns, performance management and conditions of employment programs
- opportunities for improving customer service through the increased use of part-time and casual employment to meet fluctuating peaks and troughs in work demands
- developing guidelines and priorities for:
 - identifying work areas for the work redesign process
 - selecting task group representatives
- overseeing the work redesign reviews being undertaken by the task group
- disseminating information and progress reports to managers and wages staff.

b) Task groups

Task groups will be established as required and work under the direction of the work redesign project team to:

- undertake work redesign reviews as prescribed within designated terms of reference
- provide documented reports including recommendations related to the outcomes of the review
- provide wages staff in relevant classifications with the opportunity for input to the work redesign review and to provide them with updates whilst the review is in progress.

c) Directorate advisory groups

The directorate advisory groups, working in liaison with the work redesign project team, will:

- monitor the development and implementation of the work redesign process at the directorate level under the direction of the SBU
- provide appropriate updates, reports and recommendations to the SBU
- provide updates and reports to the appropriate director.

1.5.2 Development and monitoring

a) Mechanism

The mechanism for identifying customers' needs, the key processes required to satisfy those needs and the design of the jobs to undertake those processes are contained in the RTA's Continuous Improvement Strategy. However, it is recognised that in terms of this agreement, the parties recognise that the work redesign process needs to ensure that:

- the job redesign process is undertaken equitably
- wages staff have input into all steps of the process
- the jobs designed during the process contain all the required skills and competencies
- there is a common approach throughout the RTA
- job redesign is undertaken by all areas within the RTA in a reasonable time frame
- where possible improvements to the process are identified, they are included in subsequent work redesign projects.

b) Classification structure

A new classification structure will be developed and implemented based on the following principles:

- the skills and knowledge required by wages staff to:
 - competently perform tasks and activities within a defined area (job content skills)
 - ensure continuous improvement in quality, productivity, efficiency and competitiveness (process improvement skills)
- the classification structure will be broad based to group generic skills, but it will also recognise differences in skills and knowledge required in job content and process improvement.

c) Implementation process

The implementation process will include:

- trialing and evaluating the new system as agreed by the SBU to ensure that new classifications and positions are included at the appropriate skill level
- developing and implementing the training needs to skill wages staff for the redesigned jobs or work, where appropriate, paying particular attention to EEO principles and the special needs of EEO target group members.

d) Monitoring and enhancements

The parties recognise that the process of work and job design must be continually monitored and its effectiveness evaluated to:

- incorporate improvements learned during the implementation of the work redesign project
- implement changes resulting from changes in customers' needs
- further improve organisational productivity
- ensure commitments are achieved.

1.5.3 New classification structure

a) Benefits of new classification structure

The parties recognise the need for a new classification structure to enable the RTA to meet its customers' needs more effectively. Additional benefits include:

- enhanced career opportunities

- facilitated multi-skilling
- provision of jobs which are more satisfying
- savings in administrative/processing time.

b) Meeting customers' needs

The parties are committed to meeting customers' needs by:

- designing and implementing a simple single classification system which maximises flexibility, allows structured career progression, enhances job satisfaction and maximises job security
- increasing wages staff' productivity through work redesign to maximise flexibility, facilitate the introduction of structured career paths, job rotation and equity in conditions.

c) Commitment by parties

In making this commitment, the parties accept in principle the need to:

- develop through consultation and analysis s new classification structure which encompasses a broader range of skills in each classification and which is based on RTA competencies and the Structural Efficiency Principle (SEP)
- examine the current award system to identify restrictive work practices which place limits on job rotation (where people are trained and it is safe to do so), enhancement and enlargement and to develop plans to overcome these restrictions
- have regard to National and State competencies being developed which are or which may be relevant to the RTA.

1.5.4 Grievance mechanism

If a staff member believes that there has been a failure to equitably implement approved work redesign changes in their workplace, the *Grievance resolution and dispute settlement* mechanism in *clause 7.8* will be used.

1.6 Competency based training

a) The parties recognise the need for greater efficiency and productivity improvements which require a greater commitment to training and skill development. This commitment includes:

- acknowledgment of skills held
- developing a more highly skilled and flexible work force

- providing wages staff with the opportunity to acquire additional skills through appropriate training, thereby improving career opportunities
- ensuring equity and fairness of access to training for all wages staff based on organisational need to increase flexibility and productivity
- removing barriers to the use the skills acquired, thus providing greater flexibility and efficiency for the organisation and greater variety and job satisfaction for the wages staff.

1.6.1 Roles and responsibilities

a) Competency based training project team

The competency based training project team will be responsible to the SBU for the technical development and implementation of a structured and accredited competency based training system to maximise the effectiveness of training throughout the RTA. This system will be based on the following:

- identified generic and RTA specific competencies which reflect current and future skill requirements having regard to State and National competency standards
- greater career opportunity and mobility due to the possession of relevant job competencies and higher levels of training
- a curriculum that is nationally accredited leading to formal credentials
- dissemination of information on competency based training
- training by accredited trainers
- monitoring and advice on the ongoing effectiveness of computer based training programs by Human Resources Policy and Planning Branch.

b) Task groups

Task groups comprising both RTA and union nominated wages staff representatives will be established as required and will work under the direction of the competency based training project team to:

- identify job competencies required by the occupational group they represent
- address and document implementation issues such as relevant assessment techniques arising from the introduction of competency based training courses for the occupational group they represent

- provide wages staff in relevant occupational groups with information about the development of their competency based training program.

c) Directorate advisory groups

Directorate advisory groups will provide the competency based training project team with assistance in data gathering and dissemination of information and later in implementation matters.

1.6.2 Development and monitoring

a) The RTA will develop and implement competency based training programs that will assist in upskilling and/or multi-skilling the wages staff and will be available and applied equitably to all wages staff. In order to achieve this outcome such training programs will be:

- developed and implemented in consultation with the unions to link performance in the work place with the goals of the RTA, its regions and work units
- evaluated and monitored by the SBU.

1.6.3 Training delivery

a) Training will be conducted by qualified and accredited trainers and consists of on-the-job work experience, self-paced learning, computer based training and traditional classroom training. It will draw upon both external training resources and demonstrated in-house training expertise.

b) Wherever practical, training will meet external accreditation requirements for industry portability. The RTA will attempt to negotiate articulation (i.e. advanced standing) with TAFE and other educational providers for RTA accredited training wherever practicable.

c) RTA organised training programs will be conducted in paid time within ordinary working hours, where practicable.

1.6.4 Grievance mechanism

If a wages staff member believes that there has been a failure to equitably implement approved competency based training programs in their workplace, the *Grievance resolution and dispute settlement* mechanism in *clause 7.8* will be used.

1.7 Performance management scheme

Performance management incorporates a range of systems and processes aimed at optimising the work performance of an individual or team. These include, appraisal schemes, wages staff awards, grievance and counselling procedures.

- a) The parties to this agreement recognise the need for greater organisational effectiveness. This will require the implementation of an effective performance management scheme that will ensure:
- leadership which provides clear advice to all wages staff on RTA's future direction and goals
 - meaningful channels of communication that provide accurate and timely information across all levels in the RTA
 - a performance appraisal system in which wages staff are provided with constructive and accurate feedback on their performance.

This scheme will be evaluated and monitored by the SBU.

1.7.1 Performance appraisal system

- a) The major focus of the performance management system will be a performance appraisal program based on promoting feedback and communication on a team as well as on an individual basis.
- b) The program will include phases and processes that provide:
- a clearly written and defined performance appraisal scheme developed in consultation with the unions
 - sufficient training for managers and wages staff prior to implementation and ongoing support
 - explanation and promotion of the value of performance appraisals to managers and wages staff, emphasising that where competencies are below the agreed performance standards training will be provided
 - details of duties and responsibilities or delegations of authority
 - regular feedback to wages staff on their performance and development needs
 - the right of wages staff to review their performance assessment
 - a wages staff recognition and reward scheme
 - a wages staff assistance scheme
 - review of RTA's existing staff grievance process.

1.7.2 Development and monitoring

- a) The RTA will develop and implement a performance management scheme that applies to all wages staff and is:

- developed and implemented in consultation with the unions that will link performance in the work place with the goals of the RTA, its regions and work units
 - evaluated and monitored by the SBU.
- b) This scheme will recognise and reflect the increasing importance of teams in the RTA and their contribution to service and quality.
- c) The parties are committed to:
- ensuring teams and wages staff understand the relationship or interdependence of their role with other teams and wages staff
 - clearly defining expectations for each team and wages staff member against the agreed goals of the RTA and productivity standards
 - ensuring each team and wages staff member clearly understands the RTA's objectives, their work unit's goals and how their role is integral to the achievement of these objectives and goals
 - soliciting feedback from teams and wages staff on the RTA's work practices, management practices and possible innovations
 - encouraging teams and wages staff to participate in their work unit's decision making process.

1.7.3 Development of managers' skills in performance appraisal

- a) The parties recognise the need for the immediate manager to accept responsibility for managing performance. It is also recognised that the success of the appraisal system will require managers to:
- ensure the team members understand the RTA's strategic and operational objectives and the role the team is expected to play in helping achieve those objectives
 - assess the competencies of wages staff so that appropriate performance targets can be set for them
 - assess the scope offered by the job environment for the team or wages staff members to achieve agreed standards of performance
 - develop a performance improvement plan that identifies the actions that will be taken and/or the targets that will be achieved by all those wages staff that have an impact on the team or wages staff being assessed.
- b) In line with this need, the RTA will ensure managers are trained in the following areas:

- developing measurable and clear performance objectives
- addressing teams' or wages staff performance problems
- discussing developmental needs and career aspirations with wages staff
- team leadership and participation skills
- identifying and resolving problems arising from any failure to provide accurate and timely communication.

1.7.4 Roles and responsibilities

a) Performance management project team

The performance management project team will be responsible to the SBU for:

- developing formal communication processes for implementation across the RTA
- initially piloting a performance appraisal scheme for wages staff
- establishing guidelines for the development and implementation of a performance appraisal scheme across the RTA
- allowing other wages staff the opportunity to provide input into the performance management issues under review and to provide them with updates whilst the review is in progress.

b) Task groups

Task groups comprising both RTA and union nominated union wages staff will be established as required and will work under the direction of the performance management project team to:

- undertake reviews into performance management issues as prescribed within designated terms of reference
- provide documented reports including recommendations related to the outcomes of the review
- provide wages staff with the opportunity to input into the review process and to provide them with updates whilst the review is in progress.

c) Directorate advisory groups

Directorate advisory groups working in liaison with the performance management project team will:

- monitor the implementation of performance management initiatives across the directorate

- provide advice to directorate staff on the implementation of performance management initiatives
- coordinate the directorate's response to the implementation and review of performance management initiatives
- provide updates and reports to the appropriate director and advisory group.

1.7.5 Grievance mechanism

If wages staff believe that there has been a failure to equitably implement approved performance management schemes in their workplace, the *Grievance resolution and dispute settlement* mechanism in *clause 7.8* will be used.

1.8 Conditions of employment

- a) The parties to this agreement are committed to:
- developing modern work practices that maximise RTA's ability to respond to customers' needs
 - increasing the RTA's public profile and fostering pride amongst its wages staff
 - maintaining the RTA's position as both an innovator and user of leading edge technology to ensure the organisation remains competitive within the market and satisfies customers' needs
 - adopting continuous improvement practices based on quality products and excellent customer service
 - ensuring the RTA, subject to operational and budgetary constraints, provides appropriate conditions of employment in order to attract and retain skilled and motivated wages staff.

1.8.1 Development and monitoring

- a) The parties are committed to the development and implementation of changes in conditions of employment that are customer focused and are equitable in application. Any changes will be:
- developed and implemented in consultation with the union to link performance in the work place with the goals of the RTA, its regions and work units
 - evaluated and monitored by the SBU.
- b) In making this commitment, the parties accept, in principle, the need to:

- review current work practices to ensure that they are customer focused and maximise the effective and efficient use of resources
- review and rationalise administrative procedures
- reduce and update documentation
- ensure, where possible, consistent working conditions for all wages staff
- provide opportunities for all wages staff to better manage their working and personal lives
- review current work patterns to investigate flexible work arrangements which better meet wages staff and customers' needs.

1.8.2 Roles and responsibilities

a) Conditions project team

The conditions project team will be responsible to the SBU for ensuring that the major focus of modernising conditions of employment will be to meet both customers and wages staff needs by:

- identifying and analysing existing conditions of employment which inhibit or prevent the attraction and retention of skilled and motivated wages staff
- developing positive and innovative recommendations for new conditions both in response to wages staff suggestions and as a result of its own research.

b) Task groups

Task groups will be established as required and work under the direction of the conditions project team to:

- undertake investigations and analyses of specific conditions of employment referred by the project team
- provide documented reports, including recommendations, to the project team
- provide wages staff in relevant classifications with the opportunity for input to the conditions of employment review and to provide them with updates whilst the review is in progress.

c) Directorate advisory groups

Directorate advisory groups working in liaison with the conditions project team, will be responsible to the SBU for:

- overseeing and contributing to the changes being made to conditions of employment and ensuring these changes are objective, fair and equitable
- evaluating whether the process is effective, particularly in meeting the goal of maintaining a customer focus
- implementing agreed changes to conditions including providing all necessary assistance to managers and wages staff.

1.8.3 Grievance mechanism

If a staff member believes that there has been a failure to equitably implement any approved change in any conditions of employment in their workplace, the *Grievance resolution and dispute settlement* mechanism provided in *clause 7.8* will be used.

1.9 Work patterns

- a) The parties to this agreement recognise that a major step in achieving a high level of organisational effectiveness is to ensure that working patterns and arrangements enhance the flexibility of the RTA. The introduction of flexible working arrangements will allow the RTA to better meet the needs of both its customers and its wages staff, thus improving the quality of life for wages staff and their families.
- b) The parties are committed to:
- reviewing current work patterns to ensure that they:
 - balance the needs of wages staff and customers
 - maximise the effective and efficient use of resources
 - exploring opportunities for wages staff to work under conditions of employment which allow for better management of their working and personal lives
 - ensuring, where possible, consistent working conditions and access to more flexible working arrangements for all wages staff.
- c) More flexible work patterns may include:
- framework for possible review by task groups
 - flexible working hours, work locations and shift systems
 - flexible paid leave provisions
 - planned work breaks which have organisational support
 - provision for assistance in procuring child care

- the recognition that either parent may need to take time off work for family reasons.

1.9.1 Development and monitoring

- a) The RTA will, when agreement is reached, implement a program that links changes to work patterns with the goals of the RTA, its wages staff and its customers. This program will recognise the increasing importance of flexible work arrangements that help develop competitive strategies and cultures based on service and quality.
- b) To achieve the goals of this program, outcomes from proposed changes in other key areas of the enterprise bargaining process will be considered. These areas include:
- work redesign
 - the modernisation of conditions of employment.
- c) Any changes in work patterns will be:
- developed and implemented in consultation with the unions to link performance in the work place with the goals of the RTA, its regions and work units
 - evaluated and monitored by the SBU.

1.9.2 Roles and responsibilities

- a) Work patterns project team
- The work patterns project team will be responsible to the SBU for:
- developing an SBU policy and implementation strategy that will, where possible, match flexible work patterns with:
 - the needs of wages staff
 - customer requirements
 - the RTA's mission and objectives
 - implementing an awareness program that will effectively explain and promote the changes to wages staff
 - implementing a training and development strategy that will ensure managers have the necessary skills to benefit from the changes in their work areas
 - continual monitoring and evaluation of the proposed changes by directorate advisory groups.

b) Task groups

Task groups will be established as required and work under the direction of the work pattern project team to:

- undertake work pattern reviews as prescribed within designated terms of reference
- provide documented reports including recommendations related to the outcomes of the review
- provide wages staff in relevant classifications with the opportunity to input their views into the work pattern review, including:
 - hours of work
 - part time employment
- provide wages staff with updates of the work pattern review whilst it is in progress.

d) Directorate advisory groups

Directorate advisory groups working in liaison with the work pattern project team will:

- oversee and contribute to the changes being made in work patterns to ensure these changes are objective, fair and equitable
- evaluate whether the proposed changes are effective, particularly in catering to the needs of:
 - the customers of the RTA
 - the RTA
 - different groups of wages staff
- recommend methods that will assist both managers and wages staff to effectively implement the phases of the program
- implement agreed methods.

1.9.3 Grievance mechanism

If wages staff believe that there has been a failure to equitably implement approved changes in work patterns in their workplace, the *Grievance resolution and dispute settlement* mechanism provided in *clause 7.8* will be used.

1.10 Work environment

a. Occupational health and safety

The RTA is committed to achieving and maintaining an accident free and healthy workplace. This will be achieved by:

- implementation of appropriate health and safety procedures
- appropriate management practices
- the active and constructive involvement of all wages staff; and
- management and staff representatives participation on safety committees.

The RTA and wages staff will seek to comply with the Occupational Health and Safety Act 1983 at all times.

The RTA will encourage wages staff to take a constructive role in promoting improvements in occupational health, safety and welfare to assist the RTA in achieving a healthy and safe working environment.

b. Equality of employment

The RTA is committed to providing employment which promotes the achievement of equality in employment as an effective management strategy.

c. Harassment free workplace

Harassment is any form of conduct which causes offence and which is unacceptable in the workplace. Harassment is behaviour intimidating and disruptive to the well-being of wages staff and their productivity.

Harassment on the grounds of sex, race, marital status, physical or mental disability, sexual preference, or age is unlawful in terms of the Anti-Discrimination Act 1977. No form of harassment will be condoned by the RTA.

The RTA is committed to ensuring all wages staff work in an environment free of harassment.

Managers and supervisors will prevent all forms of harassment by setting personal examples, by ensuring proper standards of conduct are maintained in the workplace, and by taking immediate and appropriate measures to stop any form of harassment of which they are aware.

Wages staff are required to refrain from being a party to, any form of harassment in the workplace.

1.11 Consultation on excess staff

The RTA is committed to managing excess staff through a consultative approach in accordance with Government policy and continuous improvement strategies.

The parties are committed to the development and implementation of a process which will ensure equitable treatment of excess staff throughout the RTA. This process will be developed and implemented within three months of signing the agreement.

Such a process will include appropriate training, career and financial assistance counselling, provision of equipment, participation in the RTA's Job Assist Scheme.

The implementation of any clause in this agreement is not intended to cause any forced redundancies.

It is not the intention that any clause in this agreement will prevent the RTA managing excess staff in accordance with government policy and through a consultative process with wages staff and the unions.

1.12 Contractors' protocol

Where work is to be carried out by contract, including sub-contract, the RTA will:

- ensure that all tenders are properly scrutinised to ensure that prospective tenderers would, if successful, be paying award rates, providing award conditions and complying with other statutory provisions and RTA specified standards including but not limited to the RTA's safe working procedures, RTA's Traffic Control Procedures and RTA's quality standards and the provisions set out in *clause 1.10 - Work environment*.
- on being advised or otherwise becoming aware that a contractor or sub-contractor is not paying award rates, providing award conditions or complying with other statutory provisions and RTA standards including but not limited to RTA's safe working procedures, RTA's traffic control procedures and RTA's quality standards, as set out in *clause 1.10 Work environment*, will take necessary action to ensure that the situation is immediately rectified. Should the contractor or sub-contractor continue to breach the provision then appropriate action including termination of contract will, if appropriate, be implemented.

1.13 Agreed procedures for market testing and contracting out

Where work is presently carried out by RTA wages staff, the parties agree that the Government's policy on Market Testing and Contracting Out will be observed. If increased efficiency through contracting out is to be considered, full consultation on all aspects, including the contracting out process and the capacity of wages staff to perform the work to contractual specifications, will take place between the RTA and the unions before initiating any change to operations presently carried out by RTA wages staff.

This is to ensure that all parties are informed of plans and wages staff can offer input, seek clarification of issues and be kept abreast of major developments.

1.14 Unplanned absenteeism (Sick leave)

Wages staff who have a good employment and sick leave record and who have been suffering from a genuine prolonged illness will continue to be entitled, by Chief Executive approval, to paid sick leave should they exhaust their paid sick leave entitlement.

The parties are committed during the life of the agreement to developing and implementing strategies which will identify the underlying causes of unplanned absenteeism, develop staff awareness of the problem(s) and develop initiatives to address the causes. The strategies will be developed within three months of the signing of this agreement.

1.15 Spread of hours

The parties agree to enter into negotiations to achieve a wider and more flexible spread of hours during the life of the agreement to enable the RTA to better meet its customers' needs and give recognition to variations that exist between locations and types of work etc.

1.16 Family leave

The parties agree that pending future negotiations between all parties, on the provision of family leave that wages staff will be entitled to the same short leave provisions as currently granted to salaried staff.

1.17 Leave loading

The parties agree to roll up annual leave loading by increasing weekly rates of pay by 1.35%, the change to be implemented effective from 1 December 1994.

The parties further agree to enter into further negotiations within three months of the implementation of this agreement to ensure that shift workers are not financially disadvantaged by the rolling up of leave loading into weekly rates of pay.

1.18 Casual employment

The parties agree to enter into negotiations on the development and implementation of provisions to cover RTA casual and limited duration employment, project work and short term emergency situations.

1.19 Sustenance/Camping allowance

The parties agree that negotiations will commence within three months of the implementation of this agreement to seek to establish a greater equity between the sustenance and camping allowances paid to wages staff relative to those paid to salaried staff.

1.20 Work apparel

The parties agree that negotiations will commence within three months of the implementation of this agreement to examine the provision of work apparel for wages staff.

1.21 Consultative process

The parties agree that in order to maximise the benefits that can be obtained through the enterprise bargaining process there is a need for full and open consultation.

The parties are committed to the development and implementation of timely and effective consultative procedures which will provide the unions and RTA wages staff with a greater awareness of matters that impact upon them and to have the opportunity to provide input to such matters. This process will be developed and implemented within three months of signing the agreement.

The parties agree that such consultative procedures will when implemented enhance the likelihood of such matters being resolved through negotiation rather than through confrontation and disputation.

2.0 Implementation

2.1 Duration of the agreement and operative dates for future wage increases

- a) This agreement will take effect from 29th November 1994, being the date of registration and will operate until 31st December 1995 and thereafter until replaced or rescinded.
- b) Wages staff covered by this agreement will receive a 7% increase in base rates of pay payable from the first pay period to commence on or after the date of registration
- c) Subject to co-operation in achieving RTA targets under the macro agenda items, wages staff covered by this agreement will receive:
- a 3% increase in base rates of pay payable from the first pay period to commence on or after 1 September 1995
- d) Wages staff covered by this agreement will also be entitled to a lump sum payment which would be the equivalent of a:-
- 4% increase in base rates of pay from the first pay period to commence on or after 1 January 1994, and a further
 - 3% increase in base rates of pay from the first pay period to commence on or after 1 November 1994,
- to the date of registration. This payment will be paid in consideration of the acceptance of this agreement. The new rates including the first 4% increase are set out at Appendix A.

2.2 Targets to be achieved under the agreement

- a) The parties have agreed to the implementation of measures and targets to measure achievements under this agreement.
- b) In developing and implementing the performance measures and targets, the parties acknowledge that there are a number of important conditions:
- the successful development and implementation of the macro agenda and any specific initiatives under it will only be achieved by a cooperative effort between management and wages staff
 - the cooperative effort between management and wages staff will only result in successful outcomes if it is underpinned by the development and implementation of RTA strategies and processes and allocation by management of sufficient resources
 - the expected outcomes are realistic and achievable.

2.2.1 Productivity targets by macro agenda

The following targets are agreed to be achieved during the life of the agreement.

Work redesign

- Target 1* *Agreed methodology for reduction in classifications in place by December 1994.*
- Target 2* *50% reduction in classifications during the life of this agreement.*
- Target 3* *50% staff participation in work redesign projects during the life of this agreement.*

Conditions of employment and work patterns

- Target 1* *Commence a comprehensive review of inconsistencies in conditions of employment between wages and salaried staff with a view to greater equity for wages staff and establish priority listing for negotiation by 1 December 1994.*
- Target 2* *System for working flexible hours tallied over an agreed cycle trialed during the life of the agreement.*
- Target 3* *System for working seven day week with extended breaks between periods worked trialed during life of the agreement.*
- Target 4* *Agreed process for developing a total rate of pay during the life of the agreement.*
- Target 5* *Leave loading incorporated into rate of pay by 1 December 1994*

Competency based training

- Target 1* *Agreed methodology for multi-skilling the wages staff in place by 1 December 1994.*
- Target 2* *50% of wages staff multi-skilled during the life of the agreement as determined and agreed by the SBU.*
- Target 3* *100% of Competency based courses submitted to NSW VEETAB successfully accredited.*

Performance management

- Target 1* *Sick leave reduction program implemented by 1 December 1994 aimed at reducing average sick leave per employee by one day per year during the life of the agreement.*
- Target 2* *Performance management program implemented across all wages staff by 31 December 1995.*

2.2.2 Performance indicator

The performance indicator for wages staff in achieving productivity targets will be cooperation with the development and implementation of agreed productivity improvements under the macro agenda.

Wages staff cooperation will be measured through willing participation:

- on task groups and advisory committees developing macro agenda items and pilot schemes
- on training courses designed to enable multi-skilling
- in developing and implementing a performance management framework for the RTA
- in implementing macro agenda productivity improvements after these have been developed and agreed through task groups and the consultative process
- in the consultative process and on consultative groups

2.2.3 Assessment of performance

The assessment of wages staff cooperation with management in achieving the RTA productivity targets will be on a subjective basis undertaken cooperatively by management and staff.

In the event of any dispute this will be resolved by the directorate advisory groups. If a directorate advisory group is unable to resolve the dispute it will be escalated to the SBU.

2.3 Declaration

The parties to this agreement declare that it was not entered into under duress..

2.4 Savings provision

The parties recognise that variations to this agreement need to be made in accordance with Section 125 of the Industrial Relations Act, 1991 and that any agreed changes cannot fall below the minimum requirements as set out in Section 122 of that Act.

2.5 Negotiating the next agreement

- a) The parties agree to begin negotiations for a new agreement at least three months prior to the expiration of this agreement.
- b) During the three month period the parties will meet to ensure that agreement or resolution of any issues is obtained.

(Wages Staff)

Enterprise Agreement

Part B

3.0 Terms of Employment

3.1 General terms

3.1.1

- a. Employment is on a weekly basis unless otherwise specified.
- b. All new staff must complete a probationary period which is:
 - the first six weeks of employment
 - during that period on a day to day basis
 - at the appropriate weekly rate
 - able to be terminated at one day's notice on either side.
- c. Staff who serve a probationary period will not be subject to a second probationary period unless it is at least two months after their termination of employment.
- d. Staff will be paid for any holidays that occur during their probationary period.
- e. Staff must carry out duties that:
 - they have the skills, competence and training to undertake and it is safe to do
 - are within the classification structure of this agreement
 - do not promote de-skilling.
- f. If directed by the RTA, staff must use the tools, plant and equipment for which they have been trained.
- g. All staff whose classifications have been taken from the General Construction and Maintenance Civil and Mechanical Engineering &c (State) Award may, subject to the provisions of Clause 4.4 *Mixed functions*, have their:
 - classification and rate of pay changed on an hourly basis
 - weekly wage calculated on an hourly basis by applying the appropriate rates.
- h. Staff who are absent from work will lose their pay for the period of time that they were absent unless the paid leave provisions apply. For further details governing leave provisions, refer to Section 5 of this agreement.
- i. If staff arrive at work late or leave work early, their working time will be calculated to the nearest 0.1 of an hour (i.e. 6 minutes). The same calculation will be used for overtime.
- j. After the Probationary period referred to in 3.1.1 b, employment can be terminated at any time as follows:

- by one week's notice on either side, or
- by the payment or forfeiture of one week's wages, or
- without notice for misconduct.

k. Staff on a week's notice and absent from work without permission will be assumed to have abandoned their employment.

l. Staff terminated without notice will be paid wages up to the time of termination only.

m. The RTA may deduct wages for any day that a staff member cannot be usefully employed, including:

- strikes
- machinery breakdowns
- work stoppages
- any cause for which the RTA cannot reasonably be held responsible; not including wet weather

n. Labourers, Gangers, Plant Operators and Truck Drivers rates of pay include an amount for being required to work in inclement weather.

o. Part B of this agreement generally contain conditions which apply to the RTA in the awards and agreements listed in Clause 1.2. Any errors or omissions in translating the conditions into this agreement will be corrected by reference to the parent award/agreement. Current conditions and practices will continue unless specific agreement to change them is reached.

3.2 Working hours

3.2.1

- a. A normal working week will consist of 38 hours worked as follows:
- 20 day, four week cycle with 19 working days
 - eight hours worked each day between 6.00am and 6.00pm
 - 0.4 of one hour of each day worked will be accrued, entitling staff to one day off in the four week cycle, known as the Accrued Day Off (ADO). Wages for the accrued time will be paid in the wage period during which it has been worked.

This provision does not apply to Sydney Harbour maintenance staff. See Clause 3.2.3 for the working hours of this group.

- b. Each day of paid leave taken and any public holidays occurring during a four week work cycle will be counted as a working day for accrual purposes.
- c. The RTA may require staff to work on an ADO if:
- it stops other staff from carrying out their work
 - it results in other staff having to complete maintenance outside normal working hours
 - it delays a project.
- d. Staff required to work on their ADO:
- will be paid overtime using the Saturday rates,
 - may have another day off where practicable before the end of the next work cycle. This day will be unpaid.
- e. Local management and staff may agree to change starting/finishing times and the time/hours worked for the following reasons:
- geography, climate or traffic conditions, or
 - specific works, changes to hours, days or periods of the year (whole/part of a depot), or
 - greater flexibility.
- f. If working time/hours are varied, consistent with (e) above, staff cannot work more than:
- nine hours a day
 - 80 hours a fortnight.

- g. From the commencement of this agreement all new staff may be required to work on an eight hour day basis.
- h. All staff, excluding shift workers, are entitled to a meal break each day. Meal breaks do not count as time worked and may be taken:
 - between 11.30am and 1.30pm
 - for 30 minutes to one hour long.
- i. Camp/amenities attendants may be required to start work at 5.00am without being paid overtime.
- j. Painters will be allowed five minutes before lunch and their set finishing time to clean and put away their brushes and tools.
- k. Bridge and wharf carpenters will be allowed five minutes before their set finishing time to clean and put away their tools.

3.2.2

The following provisions are derived from an Agreement between the parties to this *Enterprise Agreement* dated 26 April, 1988 which is known as and referred to as "The Four Percent (4%) Agreement".

- a. By the 30 September, the RTA and the unions will develop the ADO calendar for the following year ensuring that:
 - ADOs fall together with public holidays, where appropriate
 - attention is given to the dates on which ADOs are observed by the Building and Construction Industry.
- b. Once the ADO calendar has been established, local management and the majority of staff (whole/part of a depot) may agree to change the calendar.
- c. Local management may form crews to work on ADOs to attend to emergencies, etc. These staff who work on programmed ADO's:
 - will not receive penalty payments for this work, and
 - will take an alternate working day off as their ADO.
- d. Staff may accrue a maximum of four ADOs with agreement between:
 - the RTA and the unions on a state wide basis, or
 - local management and a majority of staff (whole/part of a depot).

3.2.3 Sydney Harbour Bridge maintenance staff

- a. This clause applies to Sydney Harbour Bridge maintenance staff only.
- b. A normal working week within this clause will consist of:
- 10 day, two week cycle with nine working days
 - eight hours 27 minutes worked each day between 6.00am and 6.00pm
 - 51 minutes of one hour on each day worked will be accrued, entitling staff to one day off in the two week cycle, known as the Accrued Day Off (ADO)
 - wages for accrued time will be paid in the wages period during which it has been worked
 - 30 minute meal break including a paid 10 minute tea break between 11.30am and 12 noon.
- c. If an ADO falls on a public holiday, the staff may take their ADO on:
- the next working day
 - an alternate day in the two week cycle
 - an alternate day in the next two week cycle.
- d. Each day of paid leave taken and any public holidays occurring during a two week cycle will be counted as a working day for accrual purposes.

3.3 Shift work

3.3.1

a. This clause outlines the conditions for shift work and applies to all staff except:

- Traffic signals — non trades staff
- Sydney Harbour Bridge maintenance staff
- General service officers.

The conditions for shift work applicable to these staff are referred to later in this clause.

b. Staff required to work shift work will be given at least 48 hours notice. If staff' shift hours are changed, they will be notified by the finishing time of their previous shift.

c. Shift work will be worked between Monday to Friday inclusive.

d. Working hours and payment for shifts are:

- Single shifts:
 - no longer than 8 hours and
 - paid at time and a half

Single shifts are worked after 6.00pm and finish before 6.00am.

Friday shifts are normal shifts that start before and end after midnight Friday.

- Two shifts:
 - worked between 6.00am and midnight or as agreed with the RTA, and
 - paid at time and a quarter
- Three shifts:
 - with the third (night) shift being seven hours and 17 minutes
 - paid at time and a quarter.

e. Staff who are employed during normal working hours are not allowed to work afternoon or night shifts except at overtime rates.

f. Work in excess of shift hours, Monday to Friday (other than public holidays) will be paid :

- double time.

- g. Time worked on a Saturday, Sunday or public holidays will be paid:
- at overtime rates, provided that Friday shifts referred to in clause 3.3.1 d will be paid at ordinary shift rates.
- h. If staff work a shift of less than five continuous days and:
- it is not due to the actions of staff:
 - they will be paid overtime rates
 - it is due to the actions of the staff:
 - they will be paid normal shift rates.
- i. If a shift exceeds four hours, staff will be allowed and paid 30 minutes crib time on each shift.
- j. 0.4 of one hour for each shift worked will be accrued, entitling staff to one shift off without pay, in every 20 shift cycle, known as the Accrued Day Off (ADO). Wages for the accrued time will be paid in the wages period during which it has been worked.
- k. Each shift of paid leave taken and any public holidays occurring during a four week cycle will be counted as a shift worked for accrual purposes.
- l. Staff who do not work a complete four week cycle will receive pro-rata accrued entitlements for each shift (or part of a shift) worked.
- m. Local management and staff will agree on the:
- arrangements for ADOs during the 20 shift cycle
 - accumulation of ADOs (maximum of five).
- n. Once ADOs have been rostered they must be taken unless the RTA requires a staff member to work in emergencies.

3.3.2 Traffic signals — non trades staff

- a. For this group of staff only, the following definitions apply:
- afternoon shift:
 - shifts finishing after 6.00pm and at or by midnight
 - night shift:
 - shifts finishing after midnight and at or by 8.00am
 - regular afternoon or night shift:
 - an afternoon or night shift which is a normal feature of staff members' work, occurs five nights each week and has been in operation for more than four consecutive weeks.

- b. Regular afternoon or night shift work is paid at the normal rate plus 15%. In addition, other than regular afternoon or night shift work is paid as follows:
- first five shifts:
 - time and a half
 - more than five shifts, up to four weeks:
 - ordinary rate plus 20%
 - more than four weeks:
 - ordinary rate plus 15%.
- c. Where only night shift is worked the shift is paid at the normal rate plus 30% for each shift worked.
- d. Sunday time is:
- worked between Saturday midnight and Sunday midnight
 - paid at double time.
- e. Saturday time is:
- worked between Friday midnight and Saturday midnight
 - for normal rostered shifts, it is paid at time and a half.

3.3.3 Sydney Harbour Bridge maintenance staff

- a. Night shifts are:
- shifts finishing after midnight and before 8.00am
 - shifts worked on five consecutive nights from Monday to 8.00am Saturday with no more than two weeks in every three weeks on night work
 - paid at the ordinary rate plus 30%.

3.3.4 General service officers

- a. The working hours for day workers are Monday to Friday between 6.30am and 6.00pm inclusive. These hours may be in one or two shifts which cannot be more than eight hours long unless staff by agreement with the RTA:
- start work 30 minutes earlier than times stated above, or
 - finish work 30 minutes after the time stated above, or
 - divides the 30 minutes between the starting and finishing time.

b. The working hours and allowances for shift workers are as follows:

- afternoon shift:
 - Monday to Friday between 4.00pm and midnight
 - maximum of eight hours
 - 15% shift allowance
- early morning shift:
 - Monday to Friday between 5.00am and 2.00pm
 - maximum of eight hours
 - 10% shift allowance
- night shift:
 - Sunday to Friday between 10.00pm and 6.30am
 - Monday to Saturday between 6.00pm and 6.30am
 - maximum of five shifts
 - maximum of eight hours per shift
 - 30% shift allowance for non-rotating shifts.

c. Establishments operating from Monday to Sunday will work 38 hours per week in a maximum of five shifts and eight hours per shift.

4.0 Payments

4.1 Rates of Pay

4.1.1

a. The rates of pay in this clause are taken from the Crown Employees (Common Wages Points) Award and are made up of:

- basic wage, and
- margin plus any all purpose allowances which accrue under this agreement.

For a detailed list of rates of pay (other than tool allowances which is defined in *Clause 4.1.11*), refer to *Appendix A*.

4.1.2 Apprentices

a. Apprentices will be paid the following rates which include the first 4% increase:

Year	Per week	Per hour
1st Year	\$203.80	\$ 5.3632
2nd Year	\$268.20	\$ 7.0579
3rd Year	\$343.60	\$ 9.0421
4th Year	\$396.30	\$10.4289

NB: Apprentice patternmakers will be paid an additional \$1.00 pw

b. In addition to the above rates, apprentices who

- have passed the prescribed annual Technical College examinations for the previous year, and
- whose performance and conduct is reported as satisfactory, will be paid the following rates from the first pay period in January:
 - \$1.00 per week for the first year's examinations
 - a further \$1.00 per week for the second year's examinations
 - a further \$1.00 per week for the third year's examinations.

c. Apprentices who, in any year, fail to complete a subject but are successful in completing the subject and passing the prescribed examination for the subsequent year then qualify for the above payment.

d. If time is lost by an apprentice for any reason not considered satisfactory by the RTA, the RTA is entitled to deduct an amount proportionate to that time from their weekly wage.

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4.1.3 Junior staff

- a. Staff under 18 years of age, excluding apprentices, are junior staff and will be paid the following rates which include the first 4% increase:

Age	Per week	Per hour
15 years	\$268.20	\$7.0579
16 years	\$283.30	\$7.4553
17 years	\$325.30	\$8.5605

- b. When junior staff reach 18 years of age, they will be paid the appropriate adult wage.

4.1.4 Transport workers

- a. All transport workers will be required to perform duties other than driving, loading and unloading vehicles and will be paid the inclement weather allowance as part of their ordinary rate. These duties will be consistent with work currently performed by the RTA's transport workers.

- b. Transport workers driving trucks equipped with side stacking or side loading devices, HIAB or similar type cranes, or any type of mechanical lifting device, will be paid an additional \$19.80 per week.

4.1.5 Traffic signals — non trades staff

- a. The rate of pay for traffic signals labourers and technicians assistants includes compensation for:

- dirty or hot work
- working in the wet
- working in confined or awkward places
- other disability work for which there is no provision
- general conditions under which the work is required to be carried out.

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4.1.6 Leading hands

a. Labourers and plant operators who are in charge of staff will be paid the following allowances:

- 2-5 staff:
 - \$14.40 per week
- 6-10 staff:
 - \$20.40 per week
- more than 10 staff:
 - \$26.00 per week.

b. Skilled trades, Sydney Harbour Bridge maintenance staff and transport workers who are in charge of:

- 2-5 staff:
 - \$23.50 per week
- 6-10 staff:
 - \$30.10 per week
- more than 10 staff:
 - \$39.30 per week.

4.1.7 Tow truck drivers/attendants

a. Tow truck drivers/attendants who work on the Sydney Harbour Bridge approaches will be paid an allowance of \$0.46 per hour for each hour or part of an hour worked on the roadway of the Sydney Harbour Bridge and approaches. This is to compensate for the extra exposure to traffic hazard and also applies when staff are working overtime.

4.1.8 Skilled tradespersons

- a. Skilled tradespersons, excluding leading hands, required to compute quantities/materials for work performed by other staff, will be paid an additional \$2.60 per day or part of a day.
- b. A building tradesperson employed not exclusively for setting out, checking and marking off the work of other staff will be paid an additional \$13.60 per week.

4.1.9 Electrical tradespersons

a. Staff possessing the New South Wales Electrical Mechanic's Licence issued under the Electricity Development Act 1945, will be paid the Electrical Mechanic's Licence allowance as follows:

- "A" Grade:
 - \$21.90 per week
- "B" Grade:

- \$11.80 per week

4.1.10 Plumbers

a. The following rates are additional to the ordinary rate of pay where staff are required to act on a:

- Plumber's Licence:
 - \$0.57 per hour
- Gasfitter's Licence:
 - \$0.57 per hour
- Drainer's Licence:
 - \$0.48 per hour
- Plumbers and Gasfitters' Licence:
 - \$0.76 per hour
- Plumbers and Drainers' Licence:
 - \$0.76 per hour
- Gasfitters and Drainers' Licence:
 - \$0.76 per hour
- Plumbers, Gasfitters and Drainers' Licence:
 - \$1.05 per hour.

b. Plumbers holding a Department of Industrial Relations Oxy-acetylene or Electric Welding Certificate who may be required by the RTA to act on either of the certificates during their employment will be paid an additional \$0.34 per hour for each certificate for every hour of employment completed by the certificate holder or in the supervision of work.

c. Plumbers, gasfitters or drainers required to hold a Certificate of Registration will be paid an additional \$0.44 per hour with the exception of overtime and shift work which will be paid as a flat rate for all hours worked.

4.1.11 Tool allowance

- a. Tradespersons and apprentices will be paid the following tool allowance:

	\$ per week
Blacksmith	17.00
Boilermaker/Structural Steel Tradesperson	17.00
Bricklayer	12.20
Bridge and Wharf Carpenter	17.00
Cabinet Maker	7.40
Carpenter	17.00
Civil Engineering Construction Carpenter	17.00
Drainer	17.00
Electrical Fitter	9.00
Electrical Mechanic	9.00
Electronics Tradesperson	9.00
Fitter	17.00
Machinist (metal trades) First Class	17.00
Marker Off	17.00
Mechanical Tradesperson Special Class	17.00
Motor Mechanic	17.00
Painter	4.20
Patternmaker	17.00
Plant Electrician	9.00
Plant Mechanic	17.00
Plasterer	14.10
Plumber	17.00
Plumber and Gasfitter	17.00
Plumber, Gasfitter and Drainer	17.00
Radio Fitter/Mechanic	9.00
Refrigeration/Air Conditioning Mechanic	9.00
Sheetmetal Worker First Class	17.00
Signwriter	4.20
Toolmaker	17.00
Turner	17.00
Welder First Class	17.00
Welder Special Class	17.00

4.1.12 Traffic signals — non trades staff

- a. If staff are required to accept additional skills/responsibilities, the following allowances will be paid as loading to the weekly wage rate:

	\$ per hour
Operate Air Compressor	0.0715
Operate Concrete Saw	0.1917
Drive Lorry (Tipper - major gang)	1.2735
Supervise	1.2820

- b. The allowance will also be paid where appropriate for overtime worked.
- c. Traffic signal labourers will not be entitled to more than one allowance at one time.
- d. If staff are paid an allowance for normal working hours during the current and previous pay periods, they will also receive the allowance with leave payments, i.e. annual, sick, extended, etc.

4.1.13 Sydney Harbour Bridge maintenance staff

- a. Sydney Harbour Bridge maintenance staff, with the exception of the storesperson, may be directed to work on the steel and will be paid an additional \$67.20 per week to compensate for all disabilities arising from the nature of the bridge structure and its environs.
- b. Sydney Harbour Bridge painters involved in airless spraying and/or water jetting will be paid \$5.24 as a loading to the weekly wage rate.

4.2 Incremental Progression**4.2.1**

- a. Technicians' assistants who have completed 12 months satisfactory service on the first year of the scale, will receive incremental progression.
- b. Appointment to each classification will be based on whether a vacancy exists and merit.

4.3 Allowances

4.3.1

- a. The following allowances do not form part of the ordinary wage and will not be paid for all purposes of this agreement.
- b. If more than one of the allowances provides payment for disabilities of substantially the same nature, only the highest rate will be paid.
- c. The allowances will be paid irrespective of the time at which the work is performed and are not subject to any premium or penalty conditions.

4.3.2 Distant places

- a. Staff will be paid an additional \$0.75 per day for working in districts west and north of and excluding:
 - State Highway No. 17 from Tocumwal to Gilgandra
 - State Highway No. 11 from Gilgandra to Tamworth
 - Trunk Road No. 63 to Yetman
 - State Highway No. 16 to Boggabilla up to the western division boundary and excluding the municipalities through which the road passes.
- b. Staff working in the western division of the state will be paid an additional \$1.24 per day.
- c. Staff will be paid an additional \$1.24 per day or part of a day for working within the area bounded by and inclusive of the following:
 - Snowy River
 - New South Wales border to Dalgety then by road directly from Dalgety to Berridale
 - on the Snowy Mountains Highway at Adaminaby to Blowering
 - from Blowering south west to Welaregang and on to the Murray River
 - in a south easterly direction along the New South Wales border to the point of commencement.

d. Staff will be paid an additional \$0.75 per day if they are engaged in road and bridge construction within the area bounded by and inclusive of the following:

- Queensland border on the north
- State Highway No. 9 from Wallangarra to Bendemeer on the west
- State Highway No. 11 from Bendemeer to Port Macquarie on the south
- the coastline from Port Macquarie to Tweed Heads on the east.

4.3.3 Working in the rain

a. If the following classifications of staff are required to work in the rain, they will be paid an additional \$1.79 per day regardless of the time worked:

- labourers
- gangers
- surveyors' field hands.

b. If plumbers are required to work in the rain they will be paid an additional \$0.36 per hour.

c. Maintenance patrollers will not be entitled to this allowance however the RTA will supply oilskins and gumboots for the period of their employment.

4.3.4 Wet places and slurry

a. This clause applies to the following classifications of staff:

- labourers
- gangers
- tradespersons
- surveyors' field hands
- traffic signals — non trades staff.

b. "Wet places" are places where enough water falls to appreciably wet staffs' clothes or saturate their boots. It includes working in swamps or on boats but not rain.

c. In all underground areas that are wet, the RTA will provide waterproof overalls.