

ENTERPRISE AGREEMENT

NO: E.A. 187 /1996

DATE REGISTERED: 28-6-96

PRICE: \$ 20-00

The Police Association of New South Wales Employees Enterprise Agreement

1. Title of the Agreement

The title of this agreement is the Police Association of New South Wales Employees Enterprise Agreement.

2. Parties to the Agreement

The enterprise agreement is made in accordance with the provisions of sections 115 to 145 of the Industrial Relations Act 1991. The parties to the enterprise agreement are the President representing Executive of the Police Association of New South of level 4, 154 Elizabeth Street, Sydney and the Police Association Salaried Officer's Union representing employees of the Police Association of New South Wales.

3. Occupations Covered by this Agreement

All employees of the Police Association of New South Wales including Assistant Divisional Secretary, Research Resource Director, Administrative Staff, Industrial Officers, Organisers, Legal Officers, Clerical Staff and applying to both seconded and permanently appointed employees.

4. Intention

This agreement shall apply to all employees of the Police Association of New South Wales situated at 154 Elizabeth Street, Sydney 2000. This agreement was not entered into under duress by any party to it.

5. Incidence

The agreement shall partially regulate the terms and conditions of employment previously regulated by the Police Association Salaried Officer's (State) Award. Apart from the clauses identified in this agreement, all other clauses of the award shall apply.

6. Disputes Settlement Procedure

- (i) Where any dispute or grievance arises, the employee(s) will notify in writing or orally the Divisional Secretary or equivalent and outline the substance of the dispute or grievance and request a meeting to discuss it and state the remedy sought. The meeting shall be held within 48 hours exclusive of weekends and the employee may have another person of their choice present at the meeting.
- (ii) If the matter is not resolved a meeting should be requested between the party(s) concerned, an official of the Police Association Salaried Officer's Union and the President of the Police Association or the most senior elected official acting in the capacity of Chief Executive Officer. The meeting shall be held within 48 hours of the request exclusive of weekends.

- (iii) If the matter is not resolved it will be placed before the next bi-monthly meeting of the full Executive for discussion and resolution. The dispute may be referred to a third party for mediation if mutually acceptable.
- (iv) The parties agree that proceedings under sections 188 or 204 of the Industrial Relations Act 1991 will not be initiated unless the above steps have failed to resolve the matter. The Police Association Salaried Officer's Union reserves the right to refer the matter to the appropriate industrial tribunal in cases where a safety issue is involved providing the persons mentioned in steps (i) and (ii) have been notified and have failed to resolve the matter without delay.

7. Term

This Agreement shall operate from the date of registration and shall remain in for a period of twelve months unless varied or terminated earlier by the provisions of the Industrial Relations Act 1991.

8. Salaries

- (i) The rates of ordinary pay contained in Schedule A attached hereto will take effect from the date of registration in accordance with Schedule B. Employees covered by this agreement at the date of registration shall be paid the rate of ordinary pay in accordance with the column headed 1/01/95 from the beginning of the first full pay period to commence after the 1 January 1995 or the date of employment, which ever is the later.
- (ii) Further, employees covered by this agreement at the date of registration shall be paid the rate of ordinary pay in accordance with the column headed 1/07/95 from the beginning of the first full pay period to commence after the 1 July 1995 or the date of employment, which ever is the later.
- (iii) Further, employees covered by this agreement at the date of registration shall be paid the rate of ordinary pay in accordance with the column headed 1/01/96 from the beginning of the first full pay period to commence after the 1 January 1996 or the date of employment, which ever is the later.
- (iv) Ordinary pay scales applicable to Commissioned Police Officers, Non Commissioned Police Officers, Administrative and Clerical Officers will no longer be used. Salaries of all employees will be directly linked to the base salary of a Senior Constable of the New South Wales Police Service, Level 6 and will be lower or higher based on the percentages in the column headed 'Factor'.

9. Annual Leave Loading

- (i) Commencing 1 January 1996 annual leave loading will not be paid as a single annual payment and will be included in ordinary pay. Employees covered by this agreement at the date of registration shall be paid the rate of ordinary pay in accordance with the column headed Loading from the beginning of the first full pay period to commence after the 1 January 1996 or the date of employment, which ever is the later.
- (ii) All employees will commence their entitlement to annual leave on 1 January each year. Employees who have an anniversary date other than 1 January will have their annual leave entitlement adjusted on a pro rata basis in 1996 for current employees or the first calendar year of employment for future employees.

10. Performance Agreements

A committee will be formed comprising of two people representing the Police Association Salaried Officers Union and two senior elected officials for the purpose of developing a performance management scheme for all employees of the Police Association of New South Wales.

11. Employee Assistance Program

Representatives of the Police Association Salaried Officer's Union and senior elected officials will meet to develop an Employees Assistance Program using external providers.

12. Police Association Salaried Officer's Union Award Restructure

- (i) The Police Association Salaried Officer's Union agrees to participate in updating, by rewriting, it's award.
- (ii) Clause 20 of the Police Association Salaried Officer's Award, 'Exceptions' states:

The prescribed conditions will apply mutatis mutandis to those employees who are current or former members of the Police Force of New South Wales who shall be entitled in lieu in the following areas to those prescribed conditions applicable to Non Commissioned Police Officers in respect to:-

- *Allowance in lieu of uniform*
- *Annual Leave*
- *Long Service Leave*
- *Public Holidays*
- *Sick Leave*
- *Overtime*
- *Superannuation*

Upon registration of this agreement this clause will apply to all of those employees who are current or former members of the New South Wales Police Service and commenced employment with the Police Association on or before 27 July 1995. It will not apply to any other employee or future employee.

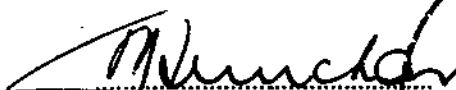
13. Salary Sacrifice Benefits

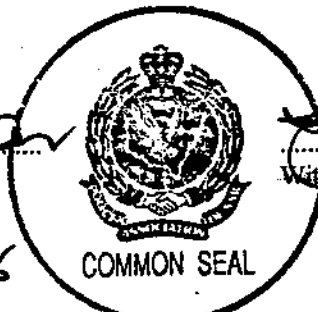
The Police Association agrees to consider salary arrangements of employees who are desirous of embracing 'salary sacrifice' benefits provided such salary sacrifice and increased benefits shall not incur further cost to the Police Association.


14. Flexible Hours

The parties agree to negotiate within the life of this enterprise agreement to embrace a flexible hours arrangement within the text of 7.00am to 7.00pm, and not inclusive of weekends or public holidays.


Signed for and on behalf of the Police Association of New South Wales

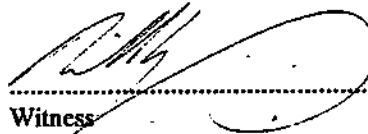

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Phil Tunchon
President
14th May 1996
Date


COMMON SEAL


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Witness 14.5.96

Signed for and on behalf of the Police Association Salaried Officer's Union


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Anna Grant
Secretary
17.5.96
Date


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Witness

**COMMON SALARY SCALE, POLICE ASSOCIATION
SALARIED OFFICER'S**

All Salary Levels To Be Linked to Non Commissioned Officer's Scale

(Senior Constable Level 6)

\$38,500 at 1 January 1996

6% Backdated To 1/01/95

3% Backdated To 1/07/95

3% From 1/01/96

Annualised Leave Loading 1.35% (from 1/1/96)

Grades	Current	Increase	1/01/95	1/07/95	1/01/96	Loading*	Factor
A	15906	2223	16860	17366	17887	18129	47.09%
B	18022	2518	19103	19676	20267	20540	53.35%
C	19236	2688	20390	21002	21632	21924	56.95%
D	20732	2897	21976	22635	23314	23629	61.37%
E	21299	2976	22577	23254	23952	24275	63.05%
F	22198	3102	23530	24236	24963	25300	65.71%
G	22602	3158	23958	24677	25417	25760	66.91%
H	23163	3237	24553	25289	26048	26400	68.57%
I	24020	3356	25461	26225	27012	27376	71.11%
J	24890	3478	26383	27175	27990	28368	73.68%
K	25809	3606	27358	28178	29024	29415	76.40%
Grade 1	27232	3805	28866	29732	30624	31037	80.62%
1-2	28031	3917	29713	30604	31522	31948	82.98%
Grade 2	28815	4026	30544	31460	32404	32841	85.30%
2-2	29603	4137	31379	32321	33290	33740	87.64%
Grade 3	30442	4254	32269	33237	34234	34696	90.12%
3-2	31361	4382	33243	34240	35267	35743	92.84%
Grade 4	32341	4519	34281	35310	36369	36860	95.74%
4-2	33333	4658	35333	36393	37485	37991	98.68%
Grade 5	35937	5022	38093	39236	40413	40959	106.39%
5-2	37071	5180	39295	40474	41688	42251	109.74%
Grade 6	38542	5386	40855	42080	43343	43928	114.10%
6-2	39652	5541	42031	43292	44591	45193	117.38%
Grade 7	40841	5707	43291	44590	45928	46548	120.90%
7-2	42063	5878	44587	45924	47302	47941	124.52%
Grade 8	43814	6122	46443	47836	49271	49936	129.70%
8-2	45207	6317	47919	49357	50838	51524	133.83%
Grade 9	46553	6505	49346	50827	52351	53058	137.81%
9-2	47863	6688	50735	52257	53825	54551	141.69%
Grade 10	49817	6961	52806	54390	56022	56778	147.48%
10-2	51302	7169	54380	56012	57692	58471	151.87%
Grade 11	53844	7524	57075	58787	60550	61368	159.40%
11-2	56128	7843	59496	61281	63119	63971	166.16%
Grade 12	59644	8334	63223	65119	67073	67978	176.57%
12-2	62271	8701	66007	67987	70027	70972	184.34%

Explanation of Salary Calculations

The salary of employees of the Police Association of New South Wales have been linked to the Non Commissioned Police Officer's Enterprise Agreement, the Commissioned Police Officer's Enterprise Agreement and the Crown Employees (Public Sector - Salaries December 1993) Award. This proliferation of rates has been very cumbersome for a small number of employees.

To try to create a degree of consistency, the Police Association and the Police Association Salaried Officer's Union have devised a graded salary structure which is similar to the Crown Employees (Public Sector - Salaries December 1993) Award but is separate from it. It is intended to be expanded in the future to cater for staff at management level. This will provide a uniform approach to salaries.

The new approach still retains a direct link to the Non-Commissioned Police Officers Enterprise Agreement by using the Senior Constable Level 6 (which is currently 38500). The use of the other awards or agreements will be discontinued. For example, if there was a need to employ staff at Grade 6 and that position had the potential to increment to Grade 8, the salary range would be 114.10% of a Senior Constable Level 6 to 133.83% of a Senior Constable Level 6. Increments are based on annual performance assessments.



Schedule B

Salaries

Police Association Salaried Officers' (State) Award hereinafter referred to as 'Award'

Description	Award Rate	Varied by this Agreement
Secretary Administration, Legal and Industrial	A rate not less than the rate, with loadings prescribed by a chief Inspector New South Wales Police Force	Not varied by this agreement
Assistant Secretary, Industrial (referred to in the Award as Industrial Officer) and Assistant Secretary, Administration (referred to in the Award as Administrative Officer) and Assistant Secretary, Legal	A rate not less than the annual salary prescribed by the Crown Employees (Administrative and Clerical Officers - Salaries) Award as varied, minimum grade 8 with annual incremental variations up to a maximum salary prescribed by maximum grade 10 of said award.	Grade 10-1 to 12-2 Common Salary Scale, Police Association Salaried Officers.
Industrial Officer (referred to in the Award as Assistant Industrial Officer)	A rate not less than the annual salary prescribed by the Crown Employees (Administrative and Clerical Officers - Salaries) Award as varied, minimum grade 5 with annual incremental variations up to a maximum salary prescribed by maximum grade 7 of said award.	Grade 5-1 to 9-2 Common Salary Scale, Police Association Salaried Officers.
Legal Officer (referred to in the Award as Appeals Officer)	A rate not less than the annual salary prescribed by the Crown Employees (Administrative and Clerical Officers - Salaries) Award as varied, minimum grade 3 with annual incremental variations up to a maximum salary prescribed by maximum grade 4 of said award.	Grade 5-1 to 9-2 Common Salary Scale, Police Association Salaried Officers.
Legal Clerk	Position not covered in award	Grade 2-1 to 5-2 Common Salary Scale, Police Association Salaried Officers.
Property and Finance Officer	Position not covered in award	Grade 3-1 to 5-2 Common Salary Scale, Police Association Salaried Officers.

Description	Award Rate	Varied by this Agreement
Electronic Data Processing Systems Controller	A rate not less than the annual salary prescribed by the Crown Employees (Administrative and Clerical Officers - Salaries) Award, General Scale, as varied, 9th year of service with one annual incremental variation up to a maximum salary prescribed by the General Scale 10th year of service of said award.	Grade 2-1 to 5-2 Common Salary Scale, Police Association Salaried Officers.
Assistant Electronic Data Processing Systems Controller / Clerical	Position not covered in award	Grade 1-1 to 3-2 Common Salary Scale, Police Association Salaried Officers.
Projects / Publications Support Officer	Position not covered in award	Grade 1-1 to 3-2 Common Salary Scale, Police Association Salaried Officers.
Accounts Clerk	Position not covered in award	Grade 1-1 to 3-2 Common Salary Scale, Police Association Salaried Officers.
Clerical Assistant, Research and Resource Centre	Position not covered in award	Grade 2-1 to 5-2 Common Salary Scale, Police Association Salaried Officers.
Awards Clerk	Position not covered in award	Grade 1-1 to 3-2 Common Salary Scale, Police Association Salaried Officers.
Senior Organiser	Position not covered in award	Grade 9-1 to 10-2 Common Salary Scale, Police Association Salaried Officers.
Seconded Organiser (referred to in the Award as Organiser)	A rate not less than the rate prescribed by the Crown Employees (Non Commissioned Police Officer) Award as varied, for the rank next above his permanent rank as a member of the New South Wales Police Force, but in any case not exceeding the rate for the rank of Sergeant 3rd Class	A rate not less than the rate prescribed by the Crown Employees (Non Commissioned Police Officer) Award as varied, for the rank next above his permanent rank as a member of the New South Wales Police Force, but in any case not exceeding the rate for the rank of Sergeant Level 1 Step 1
Organiser (full time employee)	Position not covered in award	Grade 7-1 to 9-2 Common Salary Scale, Police Association Salaried Officers.
Support Officer	Position not covered in award	Grade 1-1 to 3-2 Common Salary Scale, Police Association Salaried Officers.

Description	Award Rate	Varied by this Agreement
Receptionist	Position not covered in award	Grade 1-1 to 4-2 Common Salary Scale, Police Association Salaried Officers.
Junior	Position not covered in award	As per age scale

Position titles in the Award have been altered as mentioned above with the exception of the following which are no longer used:

- Information Officer
- Welfare Liaison Officer
- Administrative Assistant

Those positions which are "not covered in award" are varied in accordance with Clause 8 and Schedule A of The Police Association of New South Wales Employees Enterprise Agreement.



Age Scale

Grade

- A 1st year of service or 18 years of age
- B Officer with HSC at 19 years of age paid not less than
- C 2nd year of service. Minimum at 20 years of age
- D 3rd year of service. Minimum at 21 years of age.
- E 4th year of service
- F 5th year of service
- G 6th year of service
- H 7th year of service
- I 8th year of service
- J 9th year of service
- K 10th year of service

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