

## A summary of the proposed Agreement

A number of NSW Catholic Independent Schools have reached agreement with the Independent Education Union (IEU) on a new multi-enterprise agreement (the Agreement) to cover support staff (employees) across a number of Catholic Independent Schools.

The proposed Agreement has the support and endorsement of your employer and the IEU.

However, in order for it to be approved, it must be supported by employees in a ballot. See below for a summary of the proposed Agreement to assist you in casting an informed vote.

## What is the name of the proposed Agreement?

*NSW Catholic Independent Schools (Support Staff – Model C) Multi - Enterprise Agreement 2017.*

## What is a multi-enterprise agreement?

The Agreement is a multi-enterprise agreement because it covers employees at different Schools/Colleges.

## Term of the proposed Agreement

If approved by the Fair Work Commission, the Agreement will expire on 31 December 2019. However, it will remain in place after this date until it is terminated or replaced.

## Who will the proposed Agreement cover?

- > School support staff
- > Maintenance and outdoor staff
- > General operational staff
- > Information technology staff
- > Nurses

## The proposed Agreement provides higher pay as well as back pay

If the Agreement is approved, in most cases employees will receive the following pay increases:

- > 2.5% pay increase in 2017
- > 2.5% pay increase in 2018
- > 2.5% pay increase in 2019

In addition, allowances will increase by the same percentages above or be adjusted for CPI.

Pay increases for nurses will be 3% per annum and for maintenance and outdoor staff at levels 4 and 5, pay increases will be 4% per annum.

Pay increases (including back-pay, where applicable) will flow through following a successful vote and approved by the Fair Work Commission.

### Improved conditions under proposed Agreement

The proposed Agreement contains a number of improvements to conditions which include:

#### **Casual Employees – maintenance and outdoor staff (clause 9.5(b)):**

Increased casual loading for maintenance and outdoor staff from 20% to 25%

#### **Personal/Carer's Leave (clause 18):**

- > Employers will now also accept evidence from registered health practitioners (e.g. physiotherapists).

### Conditions maintained in proposed Agreement

- > A Mission, Teachings and Ethos clause
- > Calculation of salary adjustments
- > 17.5% annual leave loading
- > Personal/carers' leave entitlement and cap
- > Long service leave entitlement
- > Other leave entitlements (including compassionate, jury service and community service)
- > Grievance and disputes procedures.

What are the next steps?

**Availability of the proposed Agreement**

The Agreement continues to be available to employees by:

- > email
- > hard copies placed in the [insert description of common area e.g. staff room] for you to access.
- > A copy of the Agreement has also been placed on the employer's intranet [or insert other description].

### **Access Period**

On **23 November 2016**, the 7 day access period commences. This is the formal 7 day period during which you have the opportunity to access a copy of, and consider, the proposed Agreement. The access period will conclude on **30 November 2016**.

### **The electronic ballot**

Please read carefully the voting instructions sheet provided by the external ballot provider, **Australian Election Company**. The online ballot is confidential and your identity is kept separate to your vote. The employer will only receive information on the outcome of the ballot, not who or how individuals voted. The details for the online ballot are:

- > At 8am, **1 December 2016**, the ballot will open
- > At 5pm, **2 December 2016** the ballot will close.

After the close of the ballot, **Australian Election Company** will advise the employers of the ballot's outcome, and employees will then be notified as soon as possible by their employer.

The Agreement will apply to each employer where a majority of those who vote, vote "Yes". The Agreement will not apply to any employer where the majority of employees who vote, vote "No".

### If the ballot is successful, what happens next?

The bargaining representative for the employers, the Catholic Commission for Employment Relations (CCER) will apply to the Fair Work Commission (FWC) for the Agreement to be approved. The FWC will assess the Agreement to ensure it complies with the law, and passes the Better Off Overall Test (BOOT).

### When will the Agreement apply?

This Agreement commences on 1 January 2017 or seven days after the Fair Work Commission approves the Agreement, whichever is the later.

### Conclusion

The proposed Agreement secures pay increases (including back-pay, where applicable) and other improvements in conditions.

Your employer and the IEU endorse the proposed Agreement and encourage you to vote "YES".

### Questions

If you have any questions about the proposed Agreement or the process outlined, please ask your Principal, or the IEU as your bargaining representative.