

THE UNIVERSITY OF NEWCASTLE
COMBINED STAFF CONSULTATIVE COMMITTEE (CSCC)

Notes of a meeting of the **Combined Staff Consultative Committee** held at 1:00pm on Thursday 3 March 2016 in the Canberra Room, The Chancellery.

PRESENT:

University – Director, People and Workforce Strategy, Sharon Champness and, Associate Director, Employee Relations and HR Partnering, Mark Kelly
NTEU – Sue Hodgson, Tom Griffiths, Jenny Whittard and, Lance Dale
CPSU –Michelle Woodhouse and Jann Jeffries

APOLOGIES:

University –
NTEU –Suzanne Ryan, David Rambaldi, Samantha Harcombe, John Lewer, Roslyn Larkin, Fran Munt and Margret Clarke
CPSU – Nick Koster

Chair – Michelle Woodhouse
Note-taker – Ruth Hartmann

Business arising from last meeting:

- CPSU representative, Jann Jeffries requested the final one-person change map developed by the Associate Director, Employee Relations, Paul Munro be distributed to Committee members. Ms Jeffries also requested University representatives to follow up and report back on changes to PDs in Nursing and Midwifery.

1. ORGANISATIONAL CHANGE

The Associate Director, Employee Relations and HR Partnering, Mark Kelly provided the following information on recent and/or proposed change processes:

- Research and Innovation – postponed from late last year, uncertain of launch date.
- Creative Industries – there was an announcement and media coverage for a new Creative Industries program. The course structure is in development. However, no effect on academic staffing numbers is expected especially in light of the ‘teach-out’ and commencement of the new course in 2017.
- UON Global – completed, 19 staff members declared detached (including 3 on contract), 3 elected VSP, and 13 elected redeployment. During the redeployment period 7 staff were successfully redeployed to position across the University and 2 elected redundancy. Four staff were made redundant at the end of the redeployment period.
- SPP – completed, 2 staff declared detached, 2 elected redeployment and were made redundant at end of redeployment period.
- Financial Services – process continuing, 28 staff members declared detached, 14 elected VSP, 14 elected redeployment, 2 staff redeployed and 2 chose redundancy in redeployment period.

CPSU representative, Jann Jeffries flagged a proposed one-person change in Financial Services and enquired why this change wasn’t part of the 2015 organisational change of the area. Ms

Jeffries also noted that she had not received any information or a change paper from the University regarding the proposed change.

Mr Kelly explained that the Finance structure resulting from the organisational change process had created operational efficiencies and duties of the affected position were now duplicated across other roles. University representatives will forward information on the one-person change to Ms Jeffries following the meeting.

Action 1: University –forward one-person change information to Jann Jeffries.

2. POLICIES UNDER REVIEW

2.1 SPACE MANAGEMENT POLICY

The Director, Infrastructure and Facilities Services, Alan Tracey attended for discussion on this item. Mr Tracey reported that following feedback the draft policy and guidelines were modified and will now go through the approval process for utilisation. Mr Tracey noted that a prototype had been built and viewed by staff from the Faculty of Business and Law as well as Consultative Committee members. A further prototype utilising the actual furniture to be used in NewSpace is soon to be developed and will be available for staff to view.

NTEU representatives affirmed that the NTEU opposed the plan to move academics into open-plan work arrangements, that its position on this was unchanged, and that it would be campaigning against such a policy.

NTEU representatives requested a copy of the current draft of the Space Management policy, following feedback on the initial draft submitted by NTEU. They reiterated their understanding that the revised draft would be disseminated to academic staff for broader consideration across the University. They requested that this occur prior to implementation, given the significant impact of this policy on academics' working conditions. The University indicated that this would be considered.

2.2 STUDY LEAVE

The Director, People and Workforce Strategy, Sharon Champness noted the feedback on the procedure provided by Union representatives and explained that a number of suggestion were taken on board in the draft that was now pending approval by the Vice-Chancellor. University representatives will communicate on changes to the procedure following approval.

Action 2: University –communicate changes to Study Leave procedure following approval by VC.

3. CAMPUS MASTER PLAN

The Director, Infrastructure and Facilities Services, Alan Tracey attended for this item. Mr Tracey advised that the Master Plan for how the campus is configured is in draft and has not yet been endorsed by EC and Council. He suggested that he attend the July 2016 meeting to brief the Committee on the Master Plan.

NTEU representatives noted that an action item from the December 2015 CSCC Meeting was that the University would "present Master Plan and invite COO and IFS staff to provide updates at 2016 Consultative Committee meetings".

Action 3: University –Schedule update on Master Plan for July 2016 CSCC meeting

4. TRANSFIELD/BROADSPECTRUM CONTRACT

The Director, Infrastructure and Facilities Services, Alan Tracey attended for this item. Union representatives expressed concern with the University's contract with Transfield (now called Broadspectrum) and enquired as to whether there had been consideration given to terminating the contract. Mr Tracey responded that while there had been some 'teething issues' with some aspects of the contractor's work the contract would not be terminated at this time. NTEU representatives tabled a copy of the "No Business in Abuse" report and requested that it be forwarded to the Vice Chancellor. They proposed that the information in the report should encourage the University to terminate the contract, and noted that it constituted new information that could support termination under the "Termination for convenience" clause of the contract. NTEU representatives said they were disappointed that the Vice Chancellor had made public comments in December 2015 that there had been limited concern from students and staff regarding the contract, and that they considered that there had been a high level of activity and concern about the matter and that it was bad business for the University to be involved with a business involved in the business of abuse.

Mr Tracey responded that for this contract the procurement process was followed and was monitored by a probity advisor and the selection criteria required were met in regards to Broadspectrum. NTEU representatives indicated that they will propose changes to the University's procurement policy.

5. HECE COMPLIANCE

The Associate Director, Employee Relations and HR Partnering, Mark Kelly presented a series of graphs depicting fixed-term employment arrangements at the University. The data across 3 years included: number of appointments and extensions; categories of fixed-term employment; and split across Professional, Teachers and Academic staff. The information showed a reduction in fixed-term appointments in 2015 compared to 2014.

Union representatives requested further information on fixed-term extension for Professional staff and a report on the number of conversions.

Action 5: University –consider report on fixed-term extensions and conversions.

6. INDIGENOUS EMPLOYMENT

The Director, People and Workforce Strategy, Sharon Champness reported that the Aboriginal and Torres Strait Islander Employment Committee met regularly in 2015 and work will continue this year on implementing the Indigenous Employment Strategy. Ms Champness explained that UON is in the top 10% across Australian Universities for Indigenous employment, however, the University is committed to further increasing indigenous employment and a key strategy for 2016 will be the Equity and Diversity Manager, Rachel Fowell and the Indigenous Employment Coordinator, Dawn Conlon actively engaging with Faculty and Division leaders to identify opportunities to employ indigenous staff.

NTEU representative, Lance Dale requested regular updates on Indigenous Employment at CSCC meetings. Ms Fowell will be invited to attend a future CSCC meeting for discussion on this item.

Action 6: University –invite the Manager Equity and Diversity to future CSCC for discussion on Indigenous Employment.
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7. FLEXIBLE WORK ARRANGEMENTS

The Associate Director, Employee Relations and HR Partnering, Mark Kelly reported that 69 flexible work arrangements were approved for staff across the University in the last 6 months. Mr Kelly confirmed that these were formal arrangements and said that anecdotally there would be many more informal flexible arrangements occurring. Discussion followed as to the gender of staff requesting flexible work arrangements and a culture that avails men to request flexible working arrangements.

8. PROVISION OF INFORMATION TO CONSULTATIVE COMMITTEE REPRESENTATIVES

Union representatives expressed frustration with reports and other information not being provided to Committee members as scheduled, including action items arising in previous meetings. University representatives gave a commitment to distribute timely information and will invite University representatives, as appropriate, for discussion on matters of interest.

ANY OTHER BUSINESS

- *IFS change* - CPSU representative, Jann Jeffries enquired as to whether there was change proposed for the stores area in IFS. The Director, Infrastructure and Facilities Services, Alan Tracey responded that there is change considered for IFS and this has been discussed with staff in the area. He explained that the change expected to be launched in the first half of this year has been prompted by multiple factors including, the Broadspectrum contract, project workload changes, planning skills in the Master Plan, student accommodation and the need for efficiency in delivering customer service. Mr Tracey indicated that the University is not planning on significant changes in the scope of the Broadspectrum contract. However, there was capacity in the contract to manage the delivery of minor works as required.
- *Hospitality Staff (former UON services)* – Discussion on this item was referred from the PSCC meeting to be addressed by the Director, Infrastructure and Facilities Services, Alan Tracey. Mr Tracey explained that cafés, bar services and retail outlets at the University were to be outsourced and expressions of interest had been received from providers. Discussion followed regarding whether the University staff working in these facilities on casual or short term fixed contracts would be taken on by the service contractor. Mr Tracey indicated that the University would encourage any new provider to consider existing staff when they recruit for the new contract. Union representatives requested for the hospitality staff to be included in the impending IFS change paper to give staff certainty with respect to contract duration.

Meeting closed at 3.00pm