

## ACT EBA Final Update: Support Services

Dear Member,

I am pleased to be able to report to members on the outcome of bargaining for the *ACT Public Sector Support Services Enterprise Agreement*.

Attached is our log of claims, developed from the input of members.

The HSU and your representatives have achieved the following:

1. Tea breaks: Two paid 10-minute tea breaks for employees in Ward and Food Services with an additional tea break for longer shifts (Attachment A);
2. Food Services Award meal included in the Agreement (Attachment B);
3. Footwear provided to Food Service staff at no cost to employees;
4. Short term offer of re-grades for specified wardsperson positions and a longer-term commitment to reviewing a new classification structure.
5. Public holidays in lieu: changes to the Agreement so that employees who are rostered off on a public holiday will be provided a day in lieu or the equivalent pay according to the actual hours worked. In the current Agreement a day is defined as 7.6 hours.
6. Uniforms: Provision of 5 shirts and 3 pants on commencement and replacement on an as needs basis to both Food and Ward Service;
7. AHAs: development of competencies for progression to the top of the band of AHA 3.

In relation to wages, the Government has not increased its wage offer but has recognised the issues that members have raised. The Chief Minister states in his letter to unions that ***“the Government is cognisant of the issues raised in bargaining around the suitability and currency of work value assessments underpinning the current classification structures and the pay relativities for classifications for certain groups of workers, especially low paid workers”***. Accordingly, Canberra Health service has committed to undertaking a classification review of both the Health Service Officer and the Allied Health Assistant classifications.

To provide a final report to members the HSU will be holding paid members’ meetings – see attached list of meetings. Members are encouraged to attend to provide their feedback. In the meantime, if you have any questions about your Agreement please contact HSU Industrial Officer, Julie Gordon, on [julie.gordon@hsu.asn.au](mailto:julie.gordon@hsu.asn.au) or 1300 478 679.

In unity,



Gerard Hayes  
Secretary, HSU NSW/ACT/QLD



## **Log of Claims**

### ***ACT Public Sector Support Services Enterprise Agreement*** **(“Without Prejudice”)**

#### **Ward Services**

- **Classification Structure:** A new classification structure for Wardspersons that enables the distinction between different duties by classification descriptors and levels.
- **Tea Breaks:** 2 separate 10-minute breaks or a combined 20-minute break.
- **Additional breaks on 12-hour shifts:** Staff currently working 12-hour shifts are only provided the standard 30-minute lunch break. Additional breaks should be provided on these longer shifts.
- **Meal Allowance:** A choice between a meal allowance or the provision of a meal when working on overtime.
- **Laundry allowance:** payment of allowance for laundering of uniforms.
- **Additional annual leave:** for working more than ten Sundays.
- **Equal access to parking:** Ward Services do not have equal access to parking.

#### **Food Services**

- **The provision of a meal in the Agreement:** Food Services are provided a meal by way of policy but seek that this be reflected in their Agreement.
- **Adequate footwear:** Kitchen staff are not provided adequate footwear (PPE).
- **Tea breaks:** 2 separate 10-minute breaks or a combined 20-minute break.

#### **Allied Health Assistants**

- **Removal of the qualification barriers:** the barriers in the current structure are no longer applicable.

**All staff: Anti-bullying training:** One-hour bi-annual, union-led training sessions on bullying in the workplace and how employees can respond effectively to these issues.

**Rights Reserved:** The Health Services Union reserves its right to add, remove or change its log of claims based upon the negotiations and matters raised by the ACT Government.

***Without prejudice***

**SSEAN Tea Breaks**

**S.5 Tea Breaks for Ward Services and Food Services Employees**

- S5.1** Employees are entitled to a paid 10 minute tea break after the commencement of ordinary hours of duty and after each unpaid meal break.
- S5.2** Where necessary to meet service requirements, tea breaks may be staggered, provided that the tea breaks must not be appended to a meal break.
- S5.3** Tea breaks count as time worked.

## Attachment B

### T4 - FOOD SERVICES – PROVISION OF A MEAL

- T4.1 Any employee entitled to an unpaid meal break may partake of the designated award meal through the staff cafeteria by production of a meal ticket. Other than this facility, no food is to be taken or consumed from the main kitchen and its production areas.
- T4.2 An award meal consists of:
- A4.2.1 Award meal with vegetables offered on the day in the cafeteria; or
  - A4.2.2 Hot roast meat roll or roast served with the award vegetables of the day;  
or
  - A4.2.3 Soup with dinner roll.
- T4.3 Service from the hot food area is not available until the hot food is properly presented and the serving utensils are set up.

# Support Services Enterprise Agreement

## HSU Members' meetings

### Tuesday 4 December

Time	Group	Location
1pm	Wardspersons - Calvary	PFU room
8.15pm	Wardspersons - night shift -TCH	Staff Cafeteria

### Wednesday 5 December

Time	Group	Location
11am	Food Services	Food Services tea room
2pm	Wardspersons	Food Services Courtyard
2.30pm	Hospital Assistants	Ward Services Courtyard

### Thursday 6 December

Time	Group	Location
11am	Food Services	Food Services tea room
2pm	Wardspersons	Food Services Courtyard
2.30pm	Hospital Assistants	Ward Services Courtyard

### Friday 7 December

Time	Group	Location
7am	Wardspersons – night shift - TCH	Staff Cafeteria