

WHAT'S NEW IN THE UNIVERSITY OF SYDNEY ENTERPRISE AGREEMENT FOR PARENTS AND FAMILIES?

...and where do I find this information?

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THE UNIVERSITY OF
SYDNEY

What's new?

More flexibility in parental leave arrangements:

- › 14 weeks paid maternity leave after 12 months service (up to 8 weeks of which may be taken by the staff member's partner if also a University employee)
- › Enhanced Maternity leave (if you have more than 2 years' service) now may be taken as 22 weeks additional paid leave (or choice of equivalent benefits), or as 38 weeks leave at 60% of salary
- › 5 days paid partner leave at time of birth of child
- › Scope to apply for additional up to 52 weeks parental leave (in addition to existing 52 weeks, ie maximum of 104 weeks parental leave), subject to reasonable business requirements
- › These benefits are also available in respect of adoption

Where do I find it?

- › On [University homepage](#) go to Staff and Careers and under **Human Resources**, click on *Enterprise Agreement*;
- › On Enterprise Agreement (EA) webpage, select **EA 2009-2012: Summary** and then click on **What's New:**
http://sydney.edu.au/staff/enterprise_agreement/ea_2009-12/new.shtml
- › This provides a quick summary of new aspects of the EA 2009-2012
- › Also refer to revised *Parental Leave guidelines* which is currently undergoing the approval process and will soon be available on the [HR Policies Index](#)

Where do I find it?

- › URL for *HR Policies Index*:
http://www.usyd.edu.au/sydneypeople/hr_policies/index.shtml
- › URL for *Enterprise Agreement* where you can download the pdf or view HTML version:
http://sydney.edu.au/staff/enterprise_agreement/about/index.shtml

What's new?

- › The Enterprise Agreement now specifically recognises that annual leave makes an important contribution to the health and well-being of staff, and requires annual leave plans to be factored into work planning and allocation. New arrangements are also provided for the management of excess annual leave – these are detailed in clauses [134 to 136 of the EA](#).
- › New provision in Enterprise Agreement for annual closedown over Christmas/New Year, with the exact dates to be fixed annually by the University. During the term of the EA, staff are guaranteed 3 "concessional" i.e. extra days paid leave, with balance comprising non-working days, public holidays and annual leave

Where do I find it?

- › The Senior Executive Group (SEG) is currently finalising the Christmas shutdown periods for 2010/2011 as well as 2011/2012 and the details will be announced shortly through the Staff News with information on the [HR website](#)

What's new?

- › Up to 2 days paid leave per occasion in the event of death or serious illness of a member of immediate family or household. Previously, the entitlement was up to 3 days paid leave each year in the event of the death of a staff member's immediate family.

Where do I find it?

- › Enterprise Agreement [clause 153](#)

What's new?

- › The EA includes new provisions for staff with carer's responsibilities to apply for **flexible working arrangements**, e.g. part-time work, job-sharing, different start/finish times. The staff member is required to apply in writing and the University must genuinely consider the application. Such applications may only be refused on reasonable business grounds.
- › The "flexible working arrangements" under these clauses are additional to, and do not affect the operation of, the "**flexible working hours**" arrangements that are available for general staff under Schedule 4 of the EA.

What's new?

- › The Fair Work Act requires all enterprise agreements to provide their staff the option of applying to vary their employment contract through an **Individual Flexibility Arrangement** (IFA). This was accommodated by the University through an existing scheme, the Reduced Working Weeks Scheme (RWWS) which is now open to all staff members (previously this was only available to general staff).

Individual arrangements are entirely voluntary, and must result in the employee being better off overall.

Under the RWWS staff may seek approval to reduce their annual number of working weeks and take additional leave. They will receive a corresponding reduction in pay, with the reduced payments being spread over a full year, ie annualised salary.

Where do I find it?

- › Arrangements for dealing with applications for flexible working arrangements from staff with carers' responsibilities are set out in [clauses 121 - 124](#) of the EA.
- › Flexible working hours for General staff – refer to Schedule 4, Enterprise Agreement, [clauses 11-18](#)
- › Individual Flexibility Arrangements (Reduced Working Weeks Scheme) - refer to [clause 7](#) of the University's Enterprise Agreement.

Where do I find it?

- › The *Children in University Workplaces* policy has been reviewed and will soon be available for university wide consultation – look out for Staff News
- › Policies on *Job-sharing* and *Working from Home* are currently under development. Refer to HR website for information on [policies under review and development](#) as well as [new policies](#).
- › Refer to the [Flexible Working Arrangements category](#) of the HR Policies Index for all policies and related information on flexible working arrangements at the University
- › The *Flexible Working Arrangements policy* provides an overview of the flexible working arrangements available at the University – find this on the [HR Policies Index](#)

- › For advice on these and any other HR matters refer to your [HR Advisor](http://www.usyd.edu.au/sydneypeople/contact/index.shtml) (found at <http://www.usyd.edu.au/sydneypeople/contact/index.shtml>)