

MEMORANDUM OF AGREEMENT

Settlement of Claims for Human Services Log (Other than
Residential Care Officers)

between

Disability Services Queensland

and

QUEENSLAND PUBLIC SECTOR UNION OF EMPLOYEES

The following matters are full settlement for the 2006 log of claims received by Disability Services Queensland (DSQ) from the Queensland Public Sector Union in relation to enterprise bargaining for Human Services.

1) ALLIED PROFESSIONAL STAFF CASELOADS

DSQ has a commitment to Workforce Planning including the attraction, retention and development of professional staff.

Caseload / workload guidelines have been included in practice guidelines for Family and Early Childhood Services (FECS) and are being developed for other professional and specialist services.

DSQ undertakes to investigate caseload / workload for all professional groups including consideration of:

- active / inactive client situations
- frequency and complexity of the service and client situation; and
- professional team workloads.

Union consultation will occur as part of the review process. A joint (union management) working party will make recommendations concerning the review.

DSQ is currently undertaking a review of Support Facilitator and Family Support Facilitator roles and will include caseload / workload guidelines in this review. Union consultation will occur as part of the review process.

The timeframe anticipated for the review will be 12 months.

The Department is prepared to monitor the process and provide information to the union on a regular basis and supports the role of LCC's in examining unreasonable workload matters. Anomalies that may arise concerning caseloads can be raised through the LCC's in the first instance.

The Department agrees to apply the dispute avoidance and settling procedure contained in the Core EB in relation to these matters.

2) RELIEF

The Department recognizes that relief of positions may assist with workload issues where longer term relief is required. In some cases relief of positions may not occur due to a number of factors including the length of relief, work requirements and availability of relief. The Department will require decisions regarding relief to be transparent and where relief is not provided, the reasons for this decision will be made known to the workgroup. Where staff are dissatisfied with the reasons, they can raise the matter through their LCC. Unresolved matters may be referred to the Agency Consultative Committee.

3) PROGRESSION

DSQ undertakes to administer P02 / P03 progression centrally within the agency to ensure consistency of criteria and implementation.

Administration of P02 / P03 progression centrally within DSQ will incorporate a target of 6 monthly cycle for applications.

The central administration of P02 / P03 progression in DSQ will ensure consistency of criteria and implementation across all professional groups and locations.

Development opportunities to support P02 / P03 progression are to be addressed in the established DSQ Achievement Planning process.

DSQ undertake not to withhold P02 /P03 progression due to budget.

4) WHOLE OF GOVERNMENT MATTERS AGREED TO:

The following improvements in conditions, agreed to at a Whole of Government level, will also apply to employees:

- Annual Leave
- Long Service Leave
- Parental Leave
- Purchased Leave
- Superannuation

SIGNATURES

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Linda Apelt
Director-General
Disability Services Queensland

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Witness

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Alex Scott
Secretary
Queensland Public Sector Union

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Witness