1. **Salary Increases and Nominal Expiry Date**

Any salary increases must be reasonable and sustainable, consistent with the goal of maintaining security of employment for University staff.

In relation to the nominal expiry date, ANU seeks to:

   a) Provide greater flexibility in relation to the commencement of negotiations, by removing the requirement to commence negotiations three (3) months prior to the nominal expiry date; and

   b) Align the nominal expiry date with the other Group of Eight Universities (i.e. 31 December 2020).

2. **Fixed Term Employment**

To enhance the capacity for ANU to respond to challenges around external funding arrangements, ANU seeks to include a process around early termination of fixed term contracts into the Agreement, including severance pay and notice period requirements.

3. **Research Academic Staff Career Employment**

To continue to attract and retain world-class Academic staff, ANU seeks to amend the currently under-utilised Research Academic Staff Career Employment provisions to provide a tenure track program for Academic staff, outlining criteria for tenure and the process for conversion to continuing appointment.

4. **Probation**

ANU seeks to refine and improve the Probation provisions, for ease of understanding and application for all staff. Currently, the process is administratively burdensome and causes confusion for supervisors and staff.

ANU also seeks to extend the notice required by supervisors to recommend annulment or extension of probation.

5. **Span of Hours and Hours of Work**

ANU seeks to combine the current Span of Hours and Hours of Work provisions, to make these easier for staff and supervisors to understand and follow.

ANU also seeks to review the span of hours for the below classification streams:

   a) Information Technology – the current span of hours for Information Technology staff is 8:00am to 6:00pm. Increasing the span of hours to 7:00am to 7:00pm will enable ANU to meet the changing demands and operational requirements of the University community.
b) Library – the current span of hours for Library staff is 8:00am to 6:00pm. ANU wishes to increase the span of hours to 8:00am to 10:00pm, in response to demand for longer library operating hours.

c) Maintenance – the current span of hours for Maintenance staff ANU is 7:30am to 4:00pm. Increasing the span of hours to 6:00am to 6:00pm will enable ANU to meet changing operational requirements to provide client service to the University, and to allow staff flexibility to adjust their working hours seasonally (for instance, commencing earlier due to heat conditions in summer).

d) Research / Technical – the current span of hours for Research and Technical staff is 8:00am to 6:00pm. ANU wishes to discuss flexibility in these hours, in response to the wide-ranging research and technical requirements of the University community.

6. Superannuation

The current Agreement provides for 17% superannuation, with limited flexible remuneration options.

ANU seeks to provide staff with more options in relation to their overall salary package arrangements under the Agreement, to allow flexible remuneration conditions by improving the ability to utilise the 5% flexibility exception.

7. Exceptions for Overtime Payments

Community Coordinators are casual Professional positions who undertake pastoral care roles within the Halls of Residence. The incumbents are residents at the Halls, with work being performed often outside the span of hours.

The current Agreement allows for certain roles completed on a part time or casual basis to not be paid overtime for work completed outside of the span of hours. The roles include Exam Invigilators, Field interviews, Library and Drill Hall Gallery team. ANU seeks to include Community Coordinators to this list of eligible positions, to better meet the operational requirements associated with pastoral care at the Halls of Residence.

8. Broadbanding

ANU seeks to review the broadbanding of Professional Staff classification streams under the current Agreement. It is noted however, that whilst creating more consistency across classification streams would reduce administrative complexity and improve parity, the cost implications will need to be considered. Any changes to broadbanding will also impact the secondary classification descriptors.

9. Parental Leave

ANU seeks to review the Parental Leave provisions, with specific reference to:

a) New Birth / Partner Leave: clarifying staff entitlement by specifying the entitlement in weeks rather than working days to reduce confusion for part time staff.
b) Career Re-entry Assistance: expanding the provision to include conditions for access to career re-entry assistance to improve staff retention following Maternity or Adoption Leave.

ANU also notes that some of the components of the Parental Leave provisions require minor amendment to align with changes to the *Fair Work Act 2009* and the *Maternity Leave Act 1973* (Cth).

10. Christmas Closedown

ANU seeks to modify the Christmas Closedown provision, to require staff to take annual or long service leave for working days other than public holidays over the closedown period, to assist with the management of leave liabilities and excess leave.

11. Professional Staff Development

ANU seeks to review the current provisions around Professional Staff Career Development, and allow more flexibility to provide support through the Professional Staff Development Fund.

12. Retirement

ANU seeks to provide post-retirement options for staff, which is currently not contemplated in the current Agreement.

It is also noted that the current Agreement has a number of clauses relating to retirement which could be condensed and combined into one provision.

13. Indigenous Employment

The current Agreement contains a quota of fifty-two (52) Indigenous staff to be employed by ANU by 2016.

ANU will continue to provide a commitment to Indigenous employment matters through the other Indigenous Employment provisions within the Agreement, the University Strategic Plan, and other University policies and practices, which are better focused on cultural change to improve Indigenous engagement.

14. Environmental Sustainability

The current Agreement contains a commitment to environmental sustainability. ANU does not consider this to be a matter for the new Agreement and proposes that this provision is removed, noting that ANU continues to demonstrate a strong commitment to environmental sustainability through policy and practice.

15. First Aid

The current Agreement offers a first aid allowance to suitably qualified first aid staff, however there is limited support for staff experiencing a mental health crisis. ANU seeks to modify the First Aid provision to specify that mental health first aid training is a mandatory requirement for first aid allowance recipients.
16. Research Misconduct

ANU seeks to review the current Research Misconduct provisions, for ease of understanding and application, by simplifying the current provision, or removing the provision from the Agreement and refer directly to the relevant procedure.

17. Review of Decision

ANU seeks to continue to review and refine the Review of Decision provision for ease of understanding and application for all staff.

ANU also seeks to clarify the eligible reviewable decisions, which is currently extensive.

18. Simulated Patients

ANU seeks to reconsider the current approach to the engagement and remuneration of Simulated Patients.

19. Other Amendments

ANU seeks to simplify the Agreement where required, to make it easier for staff and supervisors to understand and follow. To this end, overly detailed and prescriptive provisions should be refined, combined, or replaced with principle-based provisions with details forming part of University policy or procedures. Any other existing ambiguities and anomalies should also be amended.

Examples of these amendments may include, but are not limited to:

a) Salary Sacrificing – ANU has revised its policy on salary sacrificing, and the current Agreement does not reflect these revisions.

b) Allowances – clarify the distinction between eligibility for overtime and availability allowances, and the emergency availability and continuous standby allowances.

c) Annual Leave Loading – update clause to remove the detail used by the Australian Bureau of Statistics (ABS) to calculate the annual leave loading, and refer just to the rates as published by the ABS.

d) Flextime – the Agreement provides a detailed and prescriptive paragraph in relation to flextime which could be removed, noting that the clause already states that the administration of flextime is in accordance with University guidelines.

e) 12 hour shift Security Officers – ANU has outsourced the provision of Security services across the University which means that any reference to conditions specific to these Security staff could be removed.

f) Outside Studies Program – this provision contains one sentence referring to the Procedure. This provision could be removed, or combined with an alternate clause.
g) *Career Development and Performance* – ANU has revised the title of the Performance and Development Agreement to Performance and Development Review and the current Agreement does to reflect this revision.

h) *Notice of Resignation and General Notice Periods* – the current Agreement has separate provisions, which could be combined for ease of understanding and application for all staff.

i) *Managing Change, Contracting Out, Job Security and Redundancy* – ANU acknowledges the need to refine these provisions, for ease of understanding and application for all staff. The current Agreement has separate clauses for Managing Change and Contracting Out, which could be combined into one provision, for ease of understanding and application for all staff.