

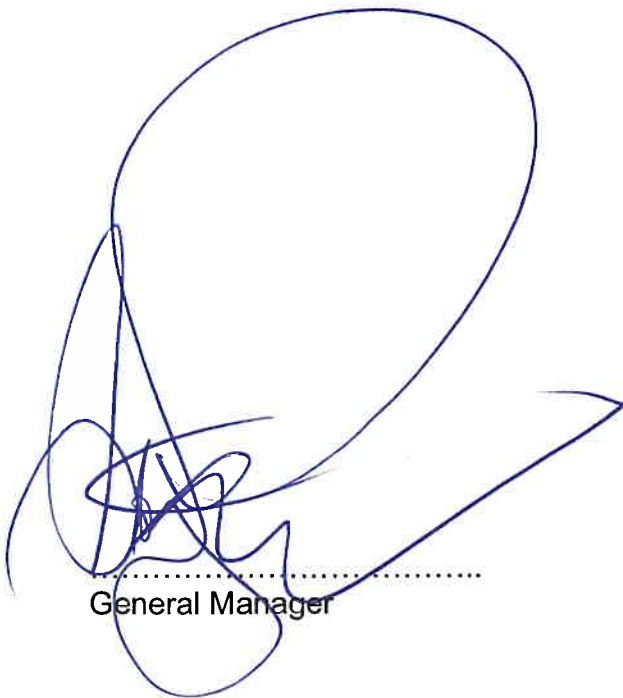


# Union Picnic Day Policy

## DOCUMENT AUTHORISATION

<b>RESPONSIBLE OFFICER:</b>		GENERAL MANAGER			
<b>REVIEWED BY:</b>		MANEX			
<b>DATE ADOPTED:</b>		9 April 2021			
<b>ADOPTED BY:</b>		MANEX			
<b>RESOLUTION NO:</b>		N/A			
<b>REVIEW DUE DATE:</b>		October 2023			
<b>REVISION NUMBER:</b>		5			
<b>DOCUMENT NUMBER:</b>		N/A			
<b>PREVIOUS VERSIONS:</b>	<b>DATE:</b>	<b>RESOLUTION NO:</b>	<b>DESCRIPTION OF AMENDMENTS:</b>	<b>AUTHOR / EDITOR:</b>	<b>REVIEW / SIGN OFF:</b>
4	22/10/2020	5.10/20	Minor administrative modifications.	GM	Council
3	23/02/2017	18.02/17	Redrafted to reflect the provisions of the Local Government (State) Award.	MAHR	Council
2	26/07/2012	11.07/12			Council

Note: Document Control continued at Appendix A



.....  
General Manager

12/4/21  
.....  
Date

## PURPOSE

The purpose of this policy is to comply with the provisions of sub clause 21B (Union Picnic Day) of the Local Government (State) Award 2020, by providing eligible employees with a day off work each year for the Union Picnic Day.

## APPLICABILITY

This Policy applies to all employees except casual staff.

## OUTCOMES

This Policy aims to provide eligible employees with a day off work each year for the Union Picnic Day, in accordance with the Local Government (State) Award 2020.

## ROLES AND RESPONSIBILITIES

It is the responsibility of all employees to comply with the requirements of this Policy if it affects them or their work.

## POLICY STATEMENT

### **Employees' Entitlement to the Union Picnic Day Holiday**

In accordance with sub clause 21B (Union Picnic Day) of the *Local Government (State) Award 2020*, the Union Picnic Day shall be regarded as a holiday for employees who are financial members of the union(s).

### **Agreed Date for the Union Picnic Day**

In accordance with the *Local Government (State) Award 2020* the Union Picnic Day will be held annually on such day as is agreed between Council and the union(s).

In agreeing on a date for the Union Picnic Day, Council will have regard for the efficient and cost-effective delivery of customer services and the minimal disruption to work activities.

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### **Payment of Wages for Working on Union Picnic Day**

Employees who are financial members of the union(s) and who are required to work on Union Picnic Day shall be paid in accordance with sub clause 21A(iv) (Holidays – General) of the *Local Government (State) Award 2020*.

Employees who are not financial members of the union(s) and who are required to work on Union Picnic Day shall be paid ordinary pay for their normal working day.

### **Use of Other Leave**

Employees who are not financial members of the union(s) and who are not required to work on Union Picnic Day, may apply to Council to take annual leave, long service leave, time off in lieu of overtime, leave without pay, such other leave as may be approved by Council, or may be required by Council to make up time.

### **Implementation and Communication**

Amendments and updates to the Union Picnic Day Policy will be communicated to all Managers by the Manager of Administration and Human Resources, for Managers to communicate to their team members at team meetings.

## **LEGISLATION AND SUPPORTING DOCUMENTS**

### **Relevant Legislation, Regulations and Industry Standards include:**

- *Local Government (State) Award 2020*

## **VARIATION AND REVIEW**

The Union Picnic Day Policy shall be reviewed every three (3) years, or earlier if deemed necessary, to ensure that it meets the requirements of legislation and the needs of Council. The term of the Policy does not expire on the review date, but shall continue in force until superseded, rescinded or varied either by legislation or a new resolution of Council.

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**Appendix A****Document Control Continued**

<b>PREVIOUS VERSIONS:</b>	<b>DATE:</b>	<b>RESOLUTION NO:</b>	<b>DESCRIPTION OF AMENDMENTS:</b>	<b>AUTHOR / EDITOR:</b>	<b>REVIEW / SIGN OFF:</b>
1	23/10/2008	5.10/08			Council