

Ms Anne Gardiner
General Secretary
Public Service Association of NSW
160 Clarence Street
SYDNEY NSW 2000

Attention: Vera Babicheva

DOC15/642137

Dear Ms Gardiner

Re: Workload concerns arising from LMBR

I refer to your letter of 13 August 2015 (your reference: A14/1275 PT2) regarding the above matter.

In relation to the Association's request for a final copy of the LMBR Action Plan, I am aware that Mark Grant forwarded this document to the Association via email on 18 August 2015 and that a copy was provided previously to the PSA President on 11 May 2015.

The following information is provided in response to the Association's action items:

- The Department agrees that SAS staff should be paid for the hours they work in circumstances where these hours have been approved by the principal. If the Association can provide further detail to the Department, including particular information of individuals and hours that have not been paid, the matter can be investigated.
- I can confirm that in accordance with Clause 1.6.2.9 of the *Handbook for non-teaching staff in schools*, a SAS staff member can elect to take leave in lieu of payment for all or part of the hours worked as overtime. This is under the proviso that the overtime worked is at the direction of their supervisor and that the SAS staff member chooses either option within two working days.
- The Department is willing to consider additional tied LMBR funding where targeted to specific issues. An example is the proposed additional relief day for data validation activities. This allocation exceeds the duration of the required validation work and can be used for payment of overtime or the

employment of casual staff.

- The Department does not agree that individual SAS staff members can make the choice that a school should utilise either overtime/TOIL or additional tied funding for additional SAS staff. The matter of how best to utilise funding available to a school, including tied funding, remains at the discretion of the principal, in consultation with staff.

I hope this information is of assistance.

Yours sincerely



Mark Philip
Director, Industrial Relations

| 21 August 2015