

PSA DELEGATES & MEMBERS ODPP STATEWIDE MONTHLY MEETING¹ AGENDA

Date: **Wednesday 13 September 2023**
 Time: 4:30pm–5:10pm
 Venue: Via Teams
 Attendees: PSA members, delegates, PSA staff

#	Item	People	Reference
	CONVENORS: Vanessa Chan & Amanda-Lee James MINUTES: Kim Villanti		
1	<u>Welcome</u> <ul style="list-style-type: none"> Acknowledgment of Country Confirmation of minutes of previous meeting Apologies 	Convenors	Previous statewide meeting minutes (attached below)
	<u>New priority items</u>		
2	<u>Draft overtime Policy</u> ODPP provided draft overtime policy	Dorothy Molyneux (PSA Industrial Officer)	Letter from PSA to ODPP sent 11 September 2023 [add link]
3	<u>Filling vacant positions ODPP PSA Departmental Committee</u> Nominees: <ul style="list-style-type: none"> Amanda-Lee James (Head Office - Sydney), Erin Brown (Sydney West - Penrith), Tamara Kuppusamy (Head Office - Sydney), Fiona Horder (Sydney West - Campbelltown) 	Vanessa Chan (Sydney) Nick Leach (Sydney)	Vacancies list (attached below)
	<u>Standing items</u>		
4	<u>Next JCC</u> <ul style="list-style-type: none"> 25 October 2023 – any items for suggested discussion? 	Amanda-Lee James (Sydney)	

¹ Departmental Committee Meeting convened simultaneously

5	<u>IRC Dispute Update</u> <ul style="list-style-type: none"> Final submissions on 16 August 2023 Judgment reserved 	Amanda-Lee James (Sydney)	Bulletin 29 August 2023: Flexible Working Hours Award Update: ODPP Claims Flex Forfeiture The "Natural Consequence" of Work [add link]
6	<u>Industrial Staff Report</u>	Dorothy Molyneux (PSA Industrial Officer) Kim Villanti (PSA Organiser)	
7	<u>General business</u> Members are encouraged to offer reports of industrial issues or organising opportunities		
Next meeting Wednesday 11 October, 4:30pm-5:10pm Via Teams			

ODPP Departmental Committee vacancies:

ELECTORATE NAME	ODPP OFFICE AREA COVERED	DELEGATES REQUIRED	CURRENT MEMBERSHIP
Electorate 1 - Head Office	Sydney Head Office	4	Vanessa Chan Nicholas Leach Vacant Vacant
Electorate 2 - Sydney West	Parramatta Campbelltown Penrith	2	Vacant Vacant
Electorate 3 - Hunter	Newcastle Gosford	1	Vacant
Electorate 4 – Country (excl. Hunter)	Lismore Dubbo Wagga Wagga Wollongong	4	Vacant Vacant Vacant Vacant
TOTAL:		11	

ODPP STATEWIDE MONTHLY MEETING

Minutes of Meeting – 16 August 2023

Attendees: PSA members, delegates, PSA staff

Apologies: Kim Villanti

- Welcome
- Acknowledgment of Country
- Confirmation of minutes of previous meeting
- New industrial staff Dorothy and Kim welcomed

JCC report back

- PSA agenda items:
 - o 9.1 – Workload Management Tool (WMT) (standing item)
 - o 9.3 – Optimum Practice Size
 - WMT optimum practice size confirmed as still under review, please report your numbers to ALJ
 - o 9.2 – Overtime Requests
 - Clarification sought re overtime requests. SPP and HR confirmed requests to managers which will then go to Sols exec for approval
 - o 9.4 – PSA delegate representation and support in grievance matter
 - Entitlement for PSA delegate at support at meetings
 - o 9.5 – WAS Workload Limits
 - WAS workload limits raised as issue
 - o 9.6 – Current Flex Forfeiture
 - HR confirmed to PSA that flex forfeiture remains a problem
 - o 9.7 – Solicitor Advocate Briefing
 - On question of whether solicitor advocates could get higher duties allowance for Crown level briefs, SPP advised not possible because CPs are statutory appointments and some solicitor advocates choose to do the work for professional development. If solicitor advocates do not want to do higher level CP work, PSA confirmed they may return briefs.
 - o 9.8 – Flexible Working
 - Clarification sought about whether Flexible Working Policy requires staff to work core hours. SPP confirmed subject to local arrangements. HR confirmed that entry of hours into MWZ might need to include a note of actual hours in MWZ and other hours reflecting hours work entered in.
- Next JCC due late Oct, members asked to consider items they might like raised. Topics for consideration:
 - o Penrith relocation - WHS issues
 - o Vicarious Trauma policy (update)
 - o Overtime policy (update)

Structural arrangements - ODPP Departmental Committee

- Call for members who have interest in becoming delegates

Site reports

- Report back WAS Town Hall on 3 Aug 2023 – dozens of WASOs attended to discuss pressing workload concerns and understaffing
- Final hearing with closing submissions on 16 August 2023.
- Report back by delegates and industrial officer who were in attendance. Overview of closing submissions by parties, bulletin forthcoming. Judgment is now reserved, indications are that may take some months.

Industrial Staff report

- Nil to report

General business

- No general business