

PSA DELEGATES & MEMBERS

ODPP STATEWIDE MONTHLY MEETING

AGENDA

Date: Wednesday 8 November 2023
Time: 4:30pm–5:10pm
Venue: Via Teams
Attendees: PSA members, delegates, PSA staff
Apologies: Kim Villanti (PSA Organiser)

No	Item	Members reporting	Reference material
	MEETING CHAIR: Amanda-Lee James MINUTES: Vanessa Chan		
1	<p><u>Welcome</u></p> <ul style="list-style-type: none"> Acknowledgment of Country Confirmation of minutes of previous meeting (11 October 2023) Apologies 	Amanda-Lee James (<i>Chair, Sydney</i>)	Minutes, see below
	<u>New priority items</u>		
2	<p><u>People Matters Employee Survey</u></p> <ul style="list-style-type: none"> Results are available to agencies and the publicly release reports are to be released imminently. Public reports will be available on the Public Service Commission Website early November 	Amanda-Lee James (<i>Chair, Sydney</i>)	Public Service Commission Website
	<u>Standing Items</u>		
3	<p><u>Joint Consultative Committee (JCC) meeting update:</u></p> <ul style="list-style-type: none"> Held on 25 October 2023. Some issues discussed or raised by PSA <ul style="list-style-type: none"> ODPP has agreed to provide forfeited flex hours to be provided to the PSA, has so far not done so though flex forfeiture continues. Optimum Practice Size review - to be reviewed with a consultant (not yet 	Amanda-Lee James (<i>Chair, Sydney</i>) and delegates in attendance	ODPP CALD Strategy 2021 – 2024 Multicultural NSW CALD staff recruitment and Retention tool

	<p>engaged) and consultations with staff in 2024</p> <ul style="list-style-type: none"> ○ Diversity problems in ODPP – PSA calling on greater transparency in recruitment. ODPP advised that a new employee is to be commencing on 6/11 as the ODPP Diversity Coordinator ● Next Joint Consultative Committee (JCC) on 28 February 2024. Any issues for raising? <p>Action required: Volunteer needed as PSA representative on Funding Calibration Model. Important role to be involved in discussions about the ODPP funding model, advised they will meet quarterly.</p>		
4	<p><u>IRC Dispute: huge WIN for PSA and ODPP solicitors</u></p> <ul style="list-style-type: none"> ● Directions hearing 16 November 2023, PSA drafting award and will provide to ODPP 13 November 2023 ● Steps forward ● <u>Volunteers sought</u> to help draft template emails/request which are based on the forthcoming award ● Members having issues with excessive work hours and/or needing to work outside bandwidth but are not being offered overtime; please contact delegates 	<p>Amanda-Lee James (<i>Chair, Sydney</i>) Vanessa Chan (<i>Sydney</i>) Nick Leach (<i>Sydney</i>) Dean Allen (<i>PSA Industrial officer</i>)</p>	<p>Application for Crown Employees (Office of the Director of Public Prosecutions, Flexible Working Hours) Award 2022 [2023] NSWIRComm 1106</p>
5	<p><u>Office updates:</u></p> <ul style="list-style-type: none"> ● Wagga office update 	<p>Erin Brown (<i>Wagga</i>)</p>	
6	<p><u>Industrial staff reports</u></p>	<p>Dean Allen (<i>PSA Industrial officer</i>)</p>	<p>See 2 March PSA bulletin here</p>
7	<p><u>General business</u></p> <ul style="list-style-type: none"> ● Feedback and additional items welcome ● PSA benefits – insurances, Union Shopper ● Members interest in becoming a delegate please reach out 	<p>All</p>	

Next meeting

Wednesday 13 December 2023, 4:30pm-5:10pm

Via Teams

ODPP Statewide member meeting.

Meeting Minutes

Date: Wednesday 11 October 2023 4.30pm

Location: Via Teams

Attendees:

- PSA Industrial Staff: Kim Villanti, Thane Pearce
- PSA delegates: Amanda-Lee James, Vanessa Chan, Nick Leach, Fiona Horder, Tamara Kuppusamy, Erin Brown
- PSA members

Agenda

1. Acknowledgment of Country
2. Confirmation of previous meeting minutes
3. Formation of PSOA committee
4. Paralegal position and its impact on administrative staff
5. Solicitors Advocate briefing protocol.
6. Other matters raised.

Discussion Summary

1. Acknowledgment of Country

- Vanessa Chan started the meeting by extending respects to the traditional owners of the land and noting the PSA's has a position regarding the voice to parliament referendum. Encouraged further discussion about it at the end of the meeting.

2. Confirmation of previous meeting minutes

Vanessa Chan requested confirmation of the minutes from the last meeting. No issues were raised, minutes confirmed.

3. Formation of PSOA committee

Amanda-Lee James announced the formation of the PSOA committee. The elected positions are as follows:

- Chair: Amanda-Lee James
- Vice Chair: Nick Leach
- Secretary: Vanessa Chan
- Women's Contact Officer: Fiona Horder
- Assistant Secretary: Erin Brown

4. IRC dispute on workload

Noted that judgment is reserved.

5. Paralegal position and its impact on administrative staff

Fiona Horder raised concerns about the creation of new paralegal positions without proper consultation. The potential impact on administrative staff and their career paths was discussed. Vanessa Chan noted there had been suggestion by the Industrial Officer that recruitment could be requested as a standing item on the agenda.

6. Solicitors Advocate briefing protocol

The draft Solicitors Advocate briefing protocol was discussed. Concerns raised were: a lack of consultation and suggested that the reduction in applicants may be due to the reputation of the program and concerns about how strictly the guidelines would be applied and shared his experiences with being briefed into Crown-only trials.

7. Other matters raised

Newly announced paralegal roles

- Concerns about the lack of clarity surrounding the paralegal positions and their funding source.
- Suggestion to discuss the paralegal issue with Jo Croker and Esther Kwiet, who were involved in the LDP Review project. Experience shared of participant as a final year law student and expressed disappointment in the reputation of the program.

Action Items

- [] PSA and delegates to request 'current / ongoing recruitments and new roles' as a standing item on the agenda, under this item to raise the paralegal issue at the JCC
- [] Amanda-Lee James to gather more information about the paralegal positions from Jo Croker and Esther Kwiet.
- [] Members to consider becoming delegates and consult the Delegates Handbook.
- [] Amanda-Lee James to follow up on the feedback provided on the Solicitors Advocate briefing protocol.

Next Meeting

Wednesday 8 November 2023

Meeting adjourned at 5.30pm