

**REGISTER OF  
ENTERPRISE AGREEMENTS**

**ENTERPRISE AGREEMENT NO:** EA21/09

**TITLE:** The Hills Shire Council Enterprise Agreement 2021-2024

**CASE NO:** 2021/320712

**DATE APPROVED/COMMENCEMENT:** 30 November 2021 / 1 July 2021

**TERM:** 36 months

**NEW AGREEMENT OR VARIATION:** Replaces EA17/05

**GAZETTAL REFERENCE:** 24 December 2021

**NUMBER OF PAGES:** 15

**COVERAGE/DESCRIPTION OF EMPLOYEES:**

The agreement applies to all employees employed by The Hills Shire Council located at 3 Columbia Court, Norwest NSW 2153, with the exception of future employees that will be employed to manage and operate the Council's Aquatic Centres and Senior Staff Designated, who fall within the coverage of the Local Government (State) Award 2020.

**PARTIES:**

The Hills Shire Council -&- the New South Wales Local Government, Clerical, Administrative, Energy, Airlines & Utilities Union; The Local Government Engineers' Association of New South Wales; The Development and Environmental Professionals' Association.



THE HILLS SHIRE COUNCIL

# Enterprise Agreement No.5

1 July 2021 - 30 June 2024

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## **1. TITLE**

This Agreement shall be known as The Hills Shire Council Enterprise Agreement 2021-2024.

## **2. PARTIES TO THE AGREEMENT**

This Agreement has been entered into between The Hills Shire Council, a Council constituted under the Local Government Act, 1993, and the following parties:

- Employees of The Hills Shire Council via the Chairperson of the JCC (symbolic);
- The Development and Environmental Professionals' Association;
- United Services Union; and
- Local Government Engineers Association.

The parties to This Agreement are committed to the participation of Employees in the negotiation of This Agreement and its successors. Accordingly, the parties have taken the following steps:

- At the outset of negotiations, the JCC and the Unions conducted a survey of Employees prior to presenting logs of claims;
- A representative of the JCC and each of the parties to This Agreement have been invited to attend each of the negotiation meetings;
- The Council encourages its members to participate in workplace decisions and supports the involvement of its staff in Unions and the JCC;
- The current Chairperson of the JCC, at the time This Agreement commenced, has signed This Agreement as a general symbolic acknowledgment of the participation of Employees in This Agreement.

## **3. APPLICATION**

This Agreement shall apply to all persons (current and future) employed by The Hills Shire Council with the exception of future staff that will be employed to manage and operate Council's Aquatic Centres and Senior Staff designated in accordance with the provisions of the Local Government Act.

## **4. DATE AND PERIOD OF OPERATION**

This Agreement shall take effect from the beginning of the first pay period following 1 July 2021 and remain in force for a period of three years. The parties undertake to commence renegotiation of This Agreement by July 2023.

In the event that The Agreement is not renegotiated prior to 30 June 2024 This Agreement will cease on 30 June 2024.

## **5. RELATIONSHIP WITH OTHER AWARDS**

This Agreement shall be read and interpreted wholly in conjunction with the Local Government (State) Award 2020, or any Award which may supersede this Award.

Where This Agreement is silent, the terms and conditions of the Award and all variations thereafter, will apply.

Subject to the preservation of any minimum conditions prescribed under the NSW Industrial Relations Act any subsequent amendments made to the parent Award after the date of This Agreement's registration, will be included in the terms and conditions of This Agreement subject to mutual consent between the parties.

## 6. AIMS AND OBJECTIVES OF THIS AGREEMENT

The parties to this Agreement are committed to co-operating positively to improve and maintain high levels of workplace wellbeing and productivity that ensure effective and efficient delivery of Council services to the community. Council and its Employees recognise the relationship between individual wellbeing and performance. The parties to This Agreement commit to maintaining a working environment that maximises the skills and capabilities of Council's workforce and motivates goal focused behaviour that aligns with Council's strategic direction.

More specifically, This Agreement will aim to:

- Maintain a high level of Employee engagement;
- Provide a working environment that enables staff to perform to the best of their capability;
- Maintain best practice physical and psychological workplace health and safety;
- Clearly define performance expectations and provide structured feedback that supports performance;
- Provide informal and formal rewards and recognition that motivate staff to achieve high levels of performance.

Council will provide:

- Communication regarding the outcomes of the annual Employee Engagement Survey and any other surveys conducted to support workplace wellbeing and productivity;
- Quarterly information and communication regarding council's strategic goals and projects to all staff;
- Regular and structured opportunities with their direct supervisor to assess workplace wellbeing, support and performance;
- Access to a range of learning and development and individual coaching opportunities that support goal focused behaviour;
- Social and workplace connection opportunities that support organisational resilience and wellbeing.

Employees will be expected to:

- Participate in an annual Employee Engagement Survey and any other surveys that provide Council with meaningful data regarding workplace wellbeing and productivity;
- Undertake their duties as outlined in their Position Description;
- Participate openly and honestly in discussions that assist Council to improve their attendance and wellbeing at work;
- Participate in the annual 'Wellbeing and Performance Planning' process;
- Participate in defining and achieving individual, Development Goals and Performance Goals;
- Comply with the WHS legislation and Workplace Health & Safety policies and procedures.

## 7. WELLBEING AND PERFORMANCE BONUSES

Council will engage Employees in collaborative goal setting and support achievement of goals by providing regular individual feedback, informal recognition, organisation wide performance feedback and the opportunity to receive formal and informal incentives for achieving goals by way of annual organisation and individual annual bonus payments.

### 7.1 ORGANISATIONAL BONUS

To recognise the contribution of individual and team efforts towards achieving Council's strategic direction and to share in the success of the organisation Employees will be entitled to two separate Organisational Bonuses as per table below:

Bonus	Goal	Bonus Fixed Amount
Safety Bonus	LTIFR 7.5 (i.e. approximately 6 injuries per annum based on current hours worked )	\$1,000
Service Delivery	>= 90% Hills Shire Plan KPIs achieved	\$1,000

### 7.2 ORGANISATIONAL BONUS ELIGIBILITY

Permanent Employees will need to complete a minimum of three months service to be eligible for the Organisational Bonus.

Employees who meet eligibility criteria for the Organisational Bonus will have their bonus adjusted to reflect their proportion of Normal Hours\* Worked during the bonus year#.

Casual Employees will be eligible for the Organisational Bonus upon meeting all of the following criteria:

- Worked equal to or more than 105 hours during the preceding financial year, and;
- An active casual Employee (i.e.an Employee that is active in Council's system,) at the last pay period in September of the year in which bonus is paid.

All casual Employees who are eligible will receive the organisational bonus based on Normal Hours Worked\* (i.e. the number of casual hours paid to the Employee during the bonus year#).

*\*Normal Hours Worked will exclude, overtime hours, leave hours cashed out, the double pay portion of leave taken at double pay.*

*# 'Bonus Year' refers to the preceding financial year to which the payment of the bonus applies e.g. if a bonus is paid in September 2021, the bonus year relates to financial year 2020-2021.*

### 7.3 INDIVIDUAL BONUS

In addition to Organisational Bonus Employees will also be provided with the opportunity to receive up to 2% of their individual base annual salary as an individual bonus payment. This will be payable upon meeting the Individual Bonus Eligibility Criteria and achievement of their individual Development Goals and Performance Goals as agreed annually, in consultation with their direct supervisor

Employee's Individual Bonuses will be assessed and calculated as per table below. Employees can earn earning up to 2.0% of their individual base annual salary on the proportion of \*Normal Hours Worked during the bonus year based on their performance.

Year	Wellbeing Check In (1)	Development Goals (2)	Performance Goals (3)	% on Base Annual Salary
Year 1	Employee & Direct Supervisor Conversation	Identified & undertaken	<ul style="list-style-type: none"> <li>• Development and identification of performance measures &amp; targets</li> <li>• Attendance record</li> <li>• Demonstrate involvement in safety or process improvement initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• 0% -1.0%</li> <li>• 0% - 0.5%</li> <li>• 0% - 0.5%</li> </ul>
Year 2	Employee & Direct Supervisor Conversation	Identified & undertaken	<ul style="list-style-type: none"> <li>• Achievement of targets</li> <li>• Attendance record</li> <li>• Demonstrate involvement in safety or process improvement initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• 0% - 1.0%</li> <li>• 0% - 0.5%</li> <li>• 0% - 0.5%</li> </ul>
Year 3	Employee & Direct Supervisor Conversation	Identified & undertaken	<ul style="list-style-type: none"> <li>• Achievement of targets</li> <li>• Attendance record</li> <li>• Demonstrate involvement in safety and or process improvement initiatives</li> </ul>	<ul style="list-style-type: none"> <li>• 0% -1.0%</li> <li>• 0% - 0.5%</li> <li>• 0% - 0.5%</li> </ul>

1. **Wellbeing Check In** will be measured as participation in a Wellbeing Check In conversation;
2. **Development Goals** will be measured as undertaking training to action skill or capability gap;
3. **Performance Goals** will be measured as a set of outputs within the assessment time period. Output can be in number of units or number of projects completed depending on the type of role/duties performed.

#### 7.4 INDIVIDUAL BONUS ELIGIBILITY

Permanent Employees will need to complete a minimum of three months service and meet the following criteria to be eligible for the individual bonus:

- Complete the Wellbeing Check-In and Performance Review.
- Complete the requirements and duties of their role in alignment with Council's values;
- No adverse disciplinary findings against the Employee in that year.
- Identify and achieve annual Development Goals as agreed with direct supervisor.
- Identify and achieve annual Performance Goals as agreed with direct supervisor.

- Attendance Record requires complying with the Internal Leave Policy and thresholds set out in Clauses 9, 10, 11, 12 and 13. Employees will be provided with up-to-date balances in their weekly Payslip.
- Demonstrate Individual Responsibility for Safety Measured as hazards identified and controlled, undertaking Pre-Start Checks, participation in Tool Box Talks, complying with Safe Work Method Statements and compliance with any other safety requirement of the Employees role.
- Demonstrate involvement in Process Improvement Measured as identifying and documenting process improvements that result in cost/time savings.

## 7.5 ASSEMENT PROCESS

### Performance Bonus

Council will engage Employees in collaborative goal setting and support achievement of goals by providing regular individual feedback. Employees will have the opportunity to self-assess and task the review via workflow to their Supervisor/Manager. The Supervisor/Manager will then arrange a face to face meeting with the relevant staff member. At that meeting the Supervisor/Manger will discuss any wellbeing, and development concerns the individual may have and rate the individual's performance, attendance, safety/process improvements based on evidence.

Rating will be from 1 to 5 as follows:

1. Has not met expectations. Consistently not meeting expectations, performance is currently being managed by performance improvement plan.
2. Consistently do not meet expectations for this role, or is a new Employee and is developing the required skills to meet expectations.
3. Consistently meets expectations of the role. Performing the role in a satisfactory manner.
4. Consistently meets expectations of the role and sometimes exceeds those expectations.
5. Consistently meets and exceeds expectations of the role, and is ready for new opportunity.

A minimum of 3 Performance measures will be required. If more than 3 measures are identified, the first 3 measures will be used for calculating the Bonus. Bonus will be calculated based on the Supervisor/Manager's assessment based on the following criteria.

Each measure can have a maximum score of 5. Bonus will be based on the average score as follows:

Average Score	Bonus %
= 4	0.25%
> 4 < 4.5	0.50%
> 4.5 < 5	0.75%
= 5	1.00%

### Attendance Bonus

Attendance Bonus will be paid based on meeting the thresholds detailed in Clauses 9, 10, 11, 12 and 13.

### Safety/Process Improvement Bonus

Safety/Process Improvement Bonus will be determined based on demonstrated written evidence provided by the Employee to the Supervisor/Manager in consultation with the Group Manager.



## **7.6 PAYMENT OF BONUSES**

Bonuses will be paid to all eligible Employees who are employed as at the last full pay period in September of the year in which bonus is paid. Bonus payments are not payable to permanent Employees who terminate their employment prior to the date of the bonus payment.

## **8. EMPLOYEE HEALTH BENEFITS**

The Local Government Award (2020) Clause 25 provides Employees with 2 days Health and Wellbeing from their accrued Sick Leave entitlements. Under this Enterprise Agreement Employees will not be required to have a minimum accumulated Sick Leave Balance of 2 weeks. They must however, have an adequate Sick Leave balance to cover the application period.

Additionally, no written proof of participation in a health/or wellbeing activity will be required. Health and Wellbeing Leave will not be counted in the calculation of the Individual Attendance Record.

In addition to the above Council will commit to providing the following additional Health and Wellbeing initiatives:

- 1 annual skin cancer screening with an approved provider per financial year during work hours;
- Health and Wellbeing Expo;
- Monthly Health and Wellbeing Magazine;
- Mental Health First Aid for Managers;
- Annual flu vaccinations will be offered to Employees at the Council's expense;
- Provision of a confidential Employee Assistance Scheme through a contracted professional counselling services provider, to all Employees and their immediate families who need professional counselling and assistance, to a reasonable level of assistance, to address their personal challenges which may be affecting their wellbeing and/or performance.

## **9. ANNUAL LEAVE (AL)**

Employees are entitled to Annual Leave (AL) as per the Award Section 22 D. To ensure regular breaks from work Employees are required to maintain a Leave balance of 8 weeks or less. Employees will be encouraged to take AL in consultation with their direct supervisor. This will be discussed Wellbeing and Performance Review meetings.

Where an Employee takes Annual and/or Long Service Leave (LSL) at half pay or double pay the period of Leave must be at least 1 continuous week.

## **10. SICK LEAVE**

Employees will be entitled to Sick Leave as per the Award Section 22 A.

Under this Enterprise Agreement when an Employee clicks 'submit' on their online Sick Leave Application for the first 3 instances of unplanned absence without Proof of Illness or Injury (i.e. as per the Award), they are declaring that their Sick Leave is due to a genuine illness or injury that prevents them from attending work. Instances of Sick Leave that raise doubt with regards to genuineness (e.g. repeated patterns next to weekends) may be investigated and if found not to be genuine, will be considered a breach of Council's Code of Conduct and subject to disciplinary action.

Proof, in the form of a Medical Certificate or Statutory Declaration will be required at all other times unless the Manager has advised that it is not required.

Employees will be required to advise their Manager or, delegate as agreed by the Manager, by way of phone contact, on the day of their absence. Where reasonable (i.e. urgent operational matter that requires information that only the absent Employee can provide), an absent Employee may be contacted while on Sick Leave.

Where an Employee is absent due to Carer's Leave the requirements for provision of proof under the Local Government Award will apply, however where an Employee feels they have exceptional circumstances a Manager may agree to rely on an alternate form of proof (e.g. email from a child's school). Employees will be expected, where reasonable, to maintain the following attendance thresholds, including Carer's Leave:

- Child Care, Hills Community Care, Civil & Parks staff - 7 days or less (7 days based on standard hours worked) per Employee per year.
- All other areas - 5 days or less (5 days based on standard hours worked) per Employee per year.

### **11. CONTRACT SPECIAL LEAVE (CSL)**

Contract and Package Employees will receive 8 days additional Leave per annum from 1 February to 31 January. Employees participating in the Contract Special Leave Scheme (CSL) must ensure their CSL balance does not exceed the 3 day threshold at any time.

### **12. VARIABLE LEAVE (VL)**

Employees participating in the Variable Leave (VL) Scheme will work 37.5 hours per week and be paid for 35 hours per week, to accrue an additional 2.5 hours each week to be taken as VL, at a time agreed by the direct supervisor and the Employee. Employees participating in the Scheme must ensure their VL balance does not exceed 3 day threshold at any time. Employees will be encouraged to take VL in consultation with their direct supervisor. This will be discussed Wellbeing and Performance Review meetings.

### **13. TIME IN LIEU (TIL)**

TIL balances combined (VL and TIL) must not exceed the 3 day threshold, at any time.

### **14. ROSTERED DAYS OFF (RDO) FOR WAGES STAFF**

Permanent full-time Employees working the ordinary hours as set out under Section 19A (i) of the Award, have the opportunity to participate in a 9-day fortnight. Employees will work 76 hours per fortnight and take 1 Rostered Day Off (RDO) within each fortnightly period.

### **15. BEREAVEMENT LEAVE**

In the unfortunate loss of an Employee's family member, Bereavement Leave is available as defined in the Award under Clause 22J. Council will provide 5 days for the death of an immediate family member and 3 days for an extended family member.

### **16. FUNERAL SERVICE LEAVE**

Council will support the wellbeing of Employees in the unfortunate circumstances that may require them to attend a funeral by providing up to four hours Funeral Leave to attend the funeral service. If Employees would like to attend the Wake they can access their own Leave entitlements. Prior approval from their Manager is required.

## **17. SPECIAL LEAVE**

In addition to the entitlements outlined in Clause 22L of The Local Government (State) Award 2020 Award provisions, the General Manger may grant Special Leave with pay in instances where staff are genuinely prevented from travelling to work due to flooding, fire or similar natural disaster and working remotely is not possible. Staff are expected to use a reasonable alternate route (less than 100km deviation using properly constructed public roads and motorways) to work where it exists.

The General Manager may also grant Special Leave without pay for Employees who wish to take such Leave to prepare their place of residence in a bushfire or flooding emergency.

## **18. EMERGENCY SERVICES LEAVE**

An Employee other than a casual who engages in a voluntary emergency management activity such as the RFS or SES is entitled to 5 days per year paid Special Leave with a further 5 days paid Special Leave from their accrued Sick Leave balance (not counted in the attendance bonus calculation) to participate in such activity.

In instances whereby the emergency management activity is within the Shire of The Hills, the General Manager may approve a longer period of paid Special Leave for an eligible Employee on application.

## **19. PURCHASED LEAVE**

Purchased Leave supports the diverse needs and wellbeing of Council's workforce by providing an opportunity for Employee's to purchase additional Leave funded from their weekly pay. Upon Manager and Group Manager approval and meeting the eligibility criteria below, Employees may purchase up to 2 weeks of additional Leave in a financial year.

- No more than 4 weeks AL accrued at time of applying for Purchased Leave;
- No more than 6.5 weeks LSL accrued at the time of applying for Purchased Leave.

Purchased Leave must be taken each financial year. If the Employee is unable to take the Purchased Leave within the financial year, the deductions made from their salary in excess of the value of Leave taken will be repaid to the Employee at the end of the financial year.

## **20. CHRISTMAS SHUTDOWN**

Unless requested to work by a Manager, all Employees will be required to take Leave between Christmas and New Year public holidays. The Leave can consist of VL, RDO, CSL, AL or LSL. Managers will advise which Employees are required to work during this period no later than 30 November.

Employees who, as at 30 November each year, have in excess of 8 weeks AL accumulated will be required to take an additional 2 weeks AL (excluding public holidays) over the Christmas/New Year period in addition to the shutdown as outlined above. This may not apply to Employees who are planning Phased Retirement.

## **21. JOURNEY COVER**

Council will hold insurance for Employees to cover the journey to and from their approved workplace, subject to the limits, exclusions, terms and conditions of the insurance policy.

## **22. PHASED RETIREMENT**

The organisation recognises the need to retain the experience of its mature workers reaching retirement. A permanent Employee from the age of 55 who has been continuously employed with Council for a minimum period of 5 years and planning to retire within 2 years and provide such intentions in writing may:

- Make application to reduce full-time work to part-time work to accommodate Phased Retirement if the arrangement can be accommodated within business needs;
- May carry Leave balances in excess of 8 weeks AL and 6.5 weeks LSL.

## **23. CHOICE OF SUPERANNUATION FUND**

This section replaces section 15(i) of the Award.

Employees can elect to have their superannuation contributions paid to one superannuation fund of their choice. Local Government Super will be the default supplier if no nomination is received from the Employee.

## **24. CRISIS OPERATIONAL FLEXIBILITY**

This clause will be enacted in the event where the safety of Employees, the community, and/or business as usual operations of Council, are impacted by unforeseen circumstances such as pandemic, civil unrest, severe weather, state of emergencies and other crisis as determined by the General Manager. The purpose of this clause is to maintain where reasonably practicable, the employment of staff, operational flexibility and long term financial viability of the organisation.

### **24.1 ALTERNATE DUTIES**

Council may direct an Employee to carry out suitable alternative duties, provided that such a direction shall not be unreasonable and having regard to the Employee's personal circumstances including any family and carer responsibilities.

Where, due to a crisis, an Employee is directed to perform suitable alternative duties, the Employee, when performing the suitable alternative duties:

- Shall be paid the salary system rate of pay that recognises the skills the Employee is required to apply to those duties, provided that the Employee shall not suffer a reduction in the salary system rate of pay for their substantive position;
- Shall be entitled to allowances, weekend penalties and shift penalties under the Local Government (State) Award which are applicable to the suitable alternative duties;
- Is not entitled to allowances, weekend penalties and shift penalties, under the Local Government (State) Award which are not applicable to the suitable alternative duties.

### **24.2 WORKING FROM HOME OR OTHER LOCATION**

Employees may be directed to work from home or from an alternate location to accommodate operations or to ensure their workplace health and safety is maintained. Where, due to a crisis, Employees are unable to perform their normal duties at their normal place of work, Council shall:

- Explore opportunities for the affected Employees to work from home or from another location; and/or;
- Provide the Employees with suitable alternative duties where available; and
- Regularly review these arrangements.

In the instance where a crisis requires Employees to work from home they shall not be entitled to shift or weekend penalties, unless directed to work outside their ordinary spread or span of hours.

Employees required to work from home or a location without a computer will be provided with a Council issued laptop.

Where an Employee can perform their work duties from home or from another location and/or suitable alternative duties are available, and the Employee refuses to perform such duties, the Employee shall be required to use any available balance of AL or LSL. Where no balance is available the Employee will be placed on Leave without pay.

### **24.3 DIRECTION TO TAKE LEAVE or WORK REDUCED HOURS**

Council may direct an Employee to take their accrued AL or LSL during an extended crisis period. Council will support as many Employees as possible who would like to consider working reduced hours, take Leave at half pay, take Leave without pay in circumstances where an Employee has no Leave entitlements. Agreement to a combination of paid Leave and Leave without pay shall not be unreasonably refused.

All Employees participating in VL and CSL will be required to take Leave as they fall due during this period and not accumulate any VL or CSL. Employees will also have the option to request that their participation in the VL scheme be suspended.

### **24.4 STAND DOWN**

Where, due to a crisis, Council has no useful work for a permanent Employee, and the Employee has exhausted all accrued Leave entitlements under the Award (AL sub clause 21D(v) and LSL sub clause 21E(iii)), Council may temporarily stand down (or partially stand down) the Employee until such time that operations can resume. Employees may be recalled back to work by Council by giving 24 hours' notice. Any period of Leave without pay during a crisis will be considered as continuous service.

### **24.5 CRISIS SPECIAL LEAVE**

An Employee who is stood down (or partially stood down) shall be entitled to paid Crisis Special Leave at their regular rate of pay for a total of 4 weeks or until the Employer is able to provide the Employee with useful work, whichever occurs first.

Casual Employees will also be eligible for 10 days paid Special Leave at their average rate of the last six weeks pay, provided they satisfy the following criteria;

- Worked equal to or more than 105 hours from the date declared of a crisis during the preceding 6 months, and;
- Active at the crisis period.

### **24.6 SECONDARY EMPLOYMENT**

Any Employee who is on Leave, with or without pay, may apply for Secondary Employment elsewhere during this period, with approval. Approval of applications that comply with Council's policy will not be unreasonably withheld. Employees acknowledge that Council may call them back to work by giving 24 hours' notice.

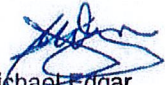
## 25. DISPUTE RESOLUTION PROCEDURES

Section 35 of the Award applies to this agreement.


## 26. DEFINITIONS

<b>Active Casual Employee</b>	Currently active in the Payroll System.
<b>Award</b>	The Local Government State Award (2020) and its successor.
<b>Council</b>	The Hills Shire Council.
<b>Wellbeing</b>	Refers to physical and psychological safety of Employees.
<b>Contract &amp; Package Employee</b>	Employees who are employed on a packaged salary known in Council as a “Contract” or “Package”.
<b>Employee</b>	Current or future workers employed by The Hills Shire Council to undertake paid work excluding designated senior staff in accordance with section 332 of the Local Government Act (1993).
<b>Group</b>	A collection of Teams directed by a Group Manager.
<b>Team</b>	Is a designated work team, responsible for achieving agreed work outputs.
<b>Group Manager</b>	A person who reports directly to the General Manager and is in charge of a Group.
<b>Manager</b>	A person who reports directly to a Group Manager and has a position profile ‘Manager’.
<b>Supervisor</b>	A person in a position to approve leave and overtime and manage performance.
<b>The Hills Shire Plan</b>	Operational plan for the Council contains performance measures and targets. Can be found on Council's website.
<b>Individual Performance Measures</b>	Individual performance measure as identified each year by the Manager or Supervisor in consultation with an Employee.
<b>Crisis</b>	An event that causes an unstable and dangerous situation affecting the Council, its operations and its Employees.
<b>JCC</b>	The Joint Consultative Committee or a representative group of The Hills Shire Council Employees.
<b>Union</b>	The Development and Environmental Professionals' Association, United Services Union and Local Government Engineers Association.

**Signed in agreement for and on behalf of Council**

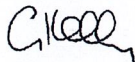
  
Michael Edgar  
General Manager

Date: 12/8/2021

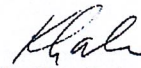
In presence of witness (name and signature):  
THAYANAGIE NAIKOO 

Date: 12/8/2021

**Signed in agreement for and on behalf of United Services Union of Australia, New South Wales**

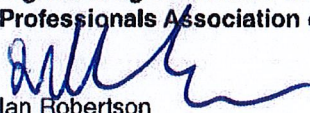
  
Graeme Kelly  
General Secretary

Date 13/9/21

In presence of witness (name and signature):  
Kellie Gale 

Date: 13/9/21

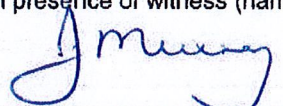
**Signed in agreement for and on behalf of the Development and Environmental Professionals Association of New South Wales**

  
Ian Robertson  
Secretary

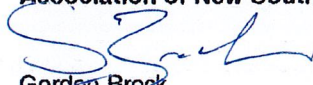
Date: 29/9/2021


In presence of witness (name and signature):

Date: 29/9/2021

 JENNIFER MURRAY

**Signed in agreement for and on behalf of the Local Government Engineers Association of New South Wales**

  
Gordon Brock  
Director

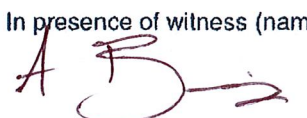
In presence of witness (name and signature):  
Shanaz Razeen  
Organiser 

Date: 7/10/21

**Signed in agreement on behalf of the Joint Consultative Committee**

  
Daniel Giffney  
Chairperson

Date: 19/10/21

In presence of witness (name and signature):  
Angelo Berios 

Date: 19/10/21



THE HILLS SHIRE COUNCIL