

## Issues Forum – Senior Officers Union - MINUTES

**Deputy Commissioners Office - Kedron Park Building - Corner Kedron Park and Park Roads Kedron  
31 August, 2010 - 10:00am – 12: noon**

Attendees		
Mark Roche - AC – Community Safety and Training	John Cawcutt - State President SOU	
Marie Daniec – A/Deputy Commissioner’s Staff Officer QFRS	Andrew Short - State Secretary SOU	
Christiane Strong – Employee Relations Officer	Glenn Carthew – Manager - Employee Relations Unit	
Item No.	Topic	Action Item/s
Action Items from previous meetings:-		
1.1 -	<p><b>Demarcation Between Industrial Bodies - SO-04-09-05</b></p> <ul style="list-style-type: none"> <li>SOU Representation of Rural Operations Senior Officers - the Industrial Commission has handed down their decision that the Queensland Fire &amp; Rescue Senior Officers Union of Employees cannot enrol into its membership and represent under the Industrial Relations Act 1999, the industrial interests of those persons who are employed in the Rural Fire Division of the Queensland Fire and Rescue Service. The decision is based on whether the SOU ever had the right to represent rural based senior officers. The SOU is currently assessing next steps and options in respect to this decision.</li> <li>Further details have been provided via link to the Decision on the Senior Officer Union home page via desportal.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li><b>No further action required.</b></li> </ul>
1.2 -	<p><b>PDO’s - SO-04-09-06</b></p> <ul style="list-style-type: none"> <li>David Hermann and Tony Cockerill had put together another timesheet which put all information into the left hand column and which was clearer in the way it presented required information;</li> <li>This has now been progressed to SSA with assistance from Judy Henderson, Principal Advisor – Governance and Compliance and is still in progress.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>DC-QFRS to put out a Memorandum to all AC’s regarding how timesheets are to be filled out for PDO’s and also place into a Business Rule;</li> <li>Update to be provided at next SOU Issues Forum.</li> </ul>
1.3 -	<p><b>Rural and Remote Issues - SO-12-09-03</b></p> <ul style="list-style-type: none"> <li>Due to attraction and retention issues, Sue Smith (Commissioner’s Staff Officer) is currently reviewing and writing the new policy in conjunction with Neil Gallant and Tom Dawson;</li> <li>AC Mark Roche to follow up on where this is at as regards completion with draft proposal to be forwarded to the SOU to view.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>AC Mark Roche to follow up with Sue Smith to ascertain where draft Rural and Remote Policy is now at for finalisation;</li> <li>Update to be provided at next SOU Issues Forum.</li> </ul>

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1.4 -	<p><b>ERV's for Scientific Inspectors/Inspectors - SO-2010-02-03</b></p> <ul style="list-style-type: none"> <li>• ERV's for Scientific Officers are not considered to be suitable. A range of issues pertinent to this issue were discussed in a separate meeting outside of the SOU Issues Forum. Meeting involved DC-QFRS Iain MacKenzie, Phil Horn, John R Martin (ERU), Andrew Short, John Cawcutt, Dr. Michael Logan and Ray Bott.</li> <li>• C/Supt. Michael Logan is developing alternative service delivery options and this may have an impact on resources. The SOU are seeking an update.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• AC Mark Roche to follow up with DC-QFRS for latest update to be provided back to the SOU;</li> <li>• Update to be provided at next SOU Issues Forum.</li> </ul>
1.5 -	<p><b>Q-Fleet Project - SO-2010-06-29-02</b></p> <ul style="list-style-type: none"> <li>• AC's are responsible for the utilisation of vehicles, thus they need to manage and monitor at the local level within their Regions;</li> <li>• Once a month, a Statewide check is undertaken via a leased fleet profile which is provided to Russell Neuendorf from Fleet Services. This report provides details on the vehicle make, driver and kilometres travelled. Russell then meets with the Commissioner-QFRS once a month to review for any vehicles that are being over or under utilised. SOU indicated that this is currently managed internally with a Regional Q-Fleet Report being generated giving kilometre usage.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>No further action required.</b></li> </ul>
1.6 -	<p><b>Senior Officer Review - SO-2010-06-29-03</b></p> <ul style="list-style-type: none"> <li>• Senior Officer Review implementation is ongoing with Nicole Lee (Workforce Planning) undertaking work on promotions to rank.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• <b>Standing Agenda Item.</b></li> </ul>
1.7 -	<p><b>Performance Management Policy and Process - SO-2010-06-29-04</b></p> <ul style="list-style-type: none"> <li>• SOU had raised the need for clear, concise and consistent application of what the policy and process is. John R Martin (ERU) is currently delivering a powerpoint presentation on performance management which will also be offered to each AC and their teams;</li> <li>• Consideration will be made towards placing this into a Standing Order, incorporating into Senior Officer Core Skills and forwarding to Regional HR to provide as part of the Induction process;</li> <li>• ERU in process to organise communication to DC-QFRS incorporating suggestions made.</li> </ul>	<p><b>Action:</b></p> <ul style="list-style-type: none"> <li>• Update to be provided at next SOU Issues Forum.</li> </ul>

Item No.	Topic	Action Item/s
<b>New Agenda Items:-</b>		
<b>SO-2010-08-31-01</b>	<p><b>Backfilling of Senior Officer Positions</b></p> <ul style="list-style-type: none"> <li>• The SOU reject the placement of a Station Officer into any Superintendant role;</li> <li>• SOU were concerned with Station Officers being placed straight into Superintendant positions as there is a big gap in levels of skills and experience as there are limitations on abilities with not being prepared which could have consequential affects;</li> <li>• The SOU believe that this is watering down the purpose of the Senior Officer Review and goes against the fabric and intent of the three rank structure. The SOU's view is that replacements should be at level or rank below;</li> <li>• AC Mark Roche and the SOU agreed that "no linear progression" as outlined as part of discussions on the proposed Senior Officers Structure and accepted by both QFRS and the SOA were to do with promotions within the rank structure and that the matter of backfilling of Senior Officer positions was a different issue;</li> <li>• Both AC Mark Roche and the SOU agreed that Superintendant role be either via direct approach or expression of interest (within the Region or outside the Region)..</li> </ul>	<ul style="list-style-type: none"> <li>• AC Mark Roche to raise issue with the DC-QFRS with an update to be provided to the SOU.</li> </ul>
<b>SO-2010-08-31-02</b>	<p><b>Sunshine Coast Article – Fire Trucks Taken Home by Fire Officers</b></p> <ul style="list-style-type: none"> <li>• SOU are concerned about a recent article (text of article tabled) where Senior Officers were criticised by the UFU;</li> <li>• The SOU will liaise independently with the UFU regarding this issue, however sought assurance from the QFRS that the criticism was to have no effect on the program to improve operations by the converting of station utes and/or pool cars into ERV's;</li> <li>• QFRS view is that local issue does not effect the review of utility and pool vehicles as this is an operational decision and will remain so.</li> </ul>	<ul style="list-style-type: none"> <li>• <b>No further action required.</b></li> </ul>
<b>General Business:-</b>		
	<p><b>Next Meeting</b>            Tuesday, 26 October 2010            10:00am - 12:00 noon            DC-QFRS Office</p>	