



Consultation on Major Change

Overview

This document outlines the processes to be followed where an Association proposes to make a major change to its operations.

Scope

This Policy applies across all student Associations.

“Associations” refers to ANUSA, PARSA & ANUSM.

Policy Statement

The Association will consult with employees (and their representatives if the employees have appointed a representative for the purposes of consultation) where a major change is proposed to the operations of an Association.

Where an Association:

- has made a definite decision to introduce a major change in relation to its operations that is likely to have a significant effect on the employees; or
- proposes to introduce a change to the regular roster or ordinary hours of work of employees;

the Association will notify the relevant employees of the decision to introduce the major change.

As soon as practicable after making its decision, the Association will:

- discuss with the relevant employees and their representatives if the employees have appointed a representative for the purposes of consultation:
 - the introduction of the change; and
 - the effect the change is likely to have on the employees; and
 - measures the Association is taking to avert or mitigate the adverse effect of the change on the employees; and
- for the purposes of the discussion—provide, in writing, to the relevant employees:
 - all relevant information about the change including the nature of the change proposed; and
 - information about the expected effects of the change on the employees; and
 - information on any other matters likely to affect the employees.

However, the Association is not required to disclose confidential or commercially sensitive information to the relevant employees.

The Association will give prompt and genuine consideration to matters raised about the major change by the relevant employees.

A major change is one which is **likely to have a significant effect on employees** if it results in:

- the termination of the employment of employees; or
- major change to the composition, operation or size of the Association's workforce or to the skills required of employees; or
- the elimination or diminution of job opportunities (including opportunities for promotion or tenure); or
- the alteration of hours of work; or
- the need to retrain employees; or
- the need to relocate employees to another workplace; or
- the restructuring of jobs.