

## MINUTES – EMPLOYEE CONSULTATIVE GROUP (ECG) MEETING

Friday, 7 August 2020  
GovTeams

Meeting opened: 11:00 am  
Meeting closed: 12:00 pm

Meeting chair: **Mr Luke Kostava** – Department of Finance (Finance)

Attendee	Office
Ms Rosemary Little	The Hon Peter Dutton MP
Ms Loretta Sist	Senator the Hon Simon Birmingham
Mr Nathan Winn	Mr Bert van Manen MP
Ms Alison Byrnes	The Hon Sharon Bird MP
Ms Georgia Goldsworthy	The Hon Anthony Albanese MP
Mr Thomas Moorhead	Senator the Hon Kim Carr
Ms Kim York	Senator Rex Patrick
Mr Colin Lees	Senator Richard Di Natale
Ms Eleanor Kennedy	Community and Public Sector Union
Mr Steven Mammarella	Senator the Hon Mathias Cormann, Minister for Finance
Ms Dana Sutton	Finance
Ms Sharon Forester	Finance
Mr Keven Whitton	Finance
Mr Luke Kostava	Finance
Ms Joanne Fernandez	Finance
Ms Petruska Mazur (item 2)	Finance
Ms Holly Noble (item 2)	Finance
Ms Casey Martone (item 3)	Finance

## **Agenda Item 1 – Welcome and apologies**

- Mr Kostava opened the meeting and noted apologies.

## **Agenda Item 2 – PEMS**

- Ms Mazur and Ms Noble provided an update on PEMS. PEMS is now expected to be delivered in mid-2021, with training commencing earlier in the year. The infrastructure behind the build is expected to be delivered at the end of September. The project team will liaise with the reference group as it progresses.
- Ms Byrnes asked if the PEMS team could update ECG later this year regarding her previous request to scope emailing payslips as part of PEMS. Ms Sutton noted that Finance had recently discussed these matters with Ms Byrnes. Ms Mazur agreed to provide an update to ECG later this year.
- Mr Moorhead asked if there are specific analytics from the current HR Online System to identify areas that could also be included in PEMS. Ms Sutton indicated that there was no separate analysis but suggested that any feedback was welcome and should be considered through the PEMS user group.
- Ms Byrnes asked if there are statistics on how many people currently use HR Online, including accessing payslips. Ms Sutton agreed to take that on notice.

## **Agenda Item 3 – Digital Learning Platform – MOP(S) Learning**

- Ms Martone provided an overview of the new digital learning platform that will be available to MOP(S) Act staff shortly. The platform will include both face-to-screen and play-on-demand style training and will also list face-to-face training sessions when they become available in the future.

## **Agenda Item 4 – Business from the previous meeting**

- Mr Kostava went through action items from the previous meeting held on 15 May.
  - Advice on income statements was provided on 15 July that they can be accessed through myGov or ATO, consistent with other employers.
  - Advice on MaPS' property services arrangements, including that non-urgent property related issues should continue to be reported through [Corrigo](#), will be sent out in the near future.
  - The whole-of-government pay increase pause applies to the next MOP(S) enterprise agreement including salary-related allowances such as ESA and PSA.
  - Retention payments for 2020 were made on 23 July and pay point advancements (with effect 1 July) were paid on 6 August.

## **Agenda Item 5 – Other business**

- Mr Moorhead asked if there is any advice for Victorian employees given the COVID-19 situation in the state. Ms Sutton confirmed that this had also been discussed in the WHS Committee earlier that day and advised that communications would soon be released from MaPS, which aligns with Victorian Health advice.
- Mr Moorhead raised concerns regarding certification by Members impacted by COVID-19 and noted he had recently raised this issue, to determine if MaPS had considered alternative methods of certification. Ms Sutton indicated that she was aware of this matter and confirmed it was being considered, noting that certification through PEMS was also available. Ms Sutton indicated that a response would be provided shortly.

- Mr Lees asked if there is more specific advice about reimbursement arrangements for employees who purchase equipment to work from home, noting that many new staff had commenced and had no access to equipment. Mr Lees also indicated that some employees had purchased IT equipment and had sought reimbursement for those costs, which had then been rejected. Ms Sutton stated that consistent with the whole of government approach, costs are not being reimbursed for equipment such as desks, but these expenses are tax deductible and information is available from the ATO and published on the MaPS website. Ergonomic assessments are also available including for employees working from home and could be completed online, which would be covered by MaPS. Finance works closely with DPS in relation to approved IT equipment and Ms Sutton suggested before purchasing IT equipment, employees should seek advice from the help desk.
- Mr Lees raised that there are difficulties in using the Wi-Fi in Parliament House. Ms Sutton noted that MaPS does not have responsibility for Parliament House but can pass on Mr Lee's concerns. Mr Winn noted that work is currently being undertaken to upgrade the wireless network.

### Agenda Item 6 – Next meeting

- A possible next meeting date is 13 November.

### Action Items

Finance to report back to ECG later this year in relation to emailing payslips as part of PEMS.
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Finance to investigate if there are statistics around how many people are using the current HR system including accessing payslips.
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Finance to pass on concerns of the Australian Parliament House Wi-Fi reliability to the Department of Parliamentary Services.
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