

DUNEDIN CITY CORPORATION **LIBRARIANS AND THEIR ASSISTANTS—**  
INDUSTRIAL AGREEMENT

[Filed in the Office of the Clerk of Awards, Dunedin]

THIS industrial agreement made pursuant to the Industrial Conciliation and Arbitration Act, 1954, this first day of August, 1955, between the Dunedin City Corporation (hereinafter called "the employer") of the one part, and the Dunedin Municipal Clerical and Other Employees' (other than Inspectors) Industrial Union of Workers (hereinafter called "the union") of the other part, witnesseth that it is hereby mutually agreed between the employer and the union as follows:

SCHEDULE

*Workers to Whom Agreement Applies*

1. This agreement shall apply to workers employed in the Dunedin Public Library.

*Salaries*

2. (a) The following shall be the minimum salaries for the positions indicated:

Temporary Assistants—	£	
Under 21 Male or Female	.....	255-295
Over 21 Female	.....	340
Male	.....	468
Assistants in charge Routines—		255 Commence no qualifications.
		295 Commence School Certificate.
		340 Commence University Entrance.
		390
		440
		<u>495</u> Bar without five units of an approved degree or N.Z.L.A. Certificate or Certificate or Diploma of Library School.
		<u>535</u> Bar without approved University degree or N.Z.L.A. Certificate or Certificate or Diploma of Library School.
		575 Commencing salary for holder of an approved degree or for approved library experience at any point in scale for assistants in charge routines. Hospital librarians on this scale to receive £26 per annum extra.
Reading Room Assistants	.....	<u>535</u> Bar without University degree or N.Z.L.A. Certificate.
		<u>575</u> Bar without Certificate or Diploma of Library School.
		615
		665
		705
		<u>745</u>
Mobile Librarian (Male)	.....	
Cataloguer and Children's Librarian	.....	720-740-760-785
Chief Reference Librarian and Chief Lending Librarian	.....	810-830-850
Deputy Librarian	.....	885-905-915

(b) "Every person covered by this agreement who has been in the one position for 10 years at its maximum rate shall receive a service increment of £17 10s. per annum and after a further five years in the same position shall receive a second service increment of £17 10s. per annum, provided that the period during which any person is laid at a bar in the scale shall be counted as service at the maximum for the position."

(c) The hourly rate for part time temporary assistants shall be the annual salary divided by 2,080.

#### *Holidays and Annual Leave*

3. (a) Except as otherwise provided for in subclause (c) hereof, all employees shall be entitled to the following public holidays without deduction of pay—viz., New Year's Day, the day following New Year's Day, Anniversary Day or a day to be mutually agreed upon in lieu of Anniversary Day, Good Friday, Easter Monday, the birthday of the reigning Sovereign, Labour Day, Christmas Day, and Boxing Day.

(b) Employees on leave of absence without pay for a period not exceeding two calendar months shall be paid for any of the public holidays referred to in subclause (a) of this clause falling within their period of leave, provided that they have been employed for a period of at least four months in the six months preceding the holiday, and provided further that if they fail to continue in the service for at least four months in the six months immediately following the said holiday then the payment made to them for the holiday shall be deducted from any amount due to them by the employer.

(c) All employees after twelve months' continuous service shall be entitled to three weeks' recreational leave on full pay exclusive of any of the holidays mentioned in subclause (a) hereof. Should the employment of an employee be terminated for any reason after having served less than twelve months such employee shall be paid a proportionate allowance for holidays. Holidays or holiday pay shall not accrue in respect of any period the employee is on leave without pay provided that this shall not apply to leave without pay granted to permanent staff for periods aggregating up to two weeks in any one calendar year.

(d) Annual leave may accumulate for, but not beyond, two years with the consent of the employer.

(e) At least fourteen days' notice of the commencement of the annual leave shall be given by the employer to the employee.

#### *Clothing*

4. Smocks shall be supplied by the employer as required to all female staff (other than temporary staff with less than six months' service). No clothing allowance shall be paid to the Mobile Librarian for normal wear and tear.

#### *Complaints*

5. Any employee called upon to answer any charge arising out of a complaint against him or her shall be entitled to have the assistance of the secretary of the union or other person appointed to act in that behalf by the union at any inquiry and shall be entitled to call evidence.

*Terms of Employment*

6. (a) Vacant positions shall be filled, where practicable, by promotions of employees already on the staff of the Council: Provided that the decision of the Council as to the fitness or otherwise of any employee for promotion shall be final.

(b) All appointments, promotions, or transfers shall be, in the first place, for a probationary period of six months.

*Workers to be Members of Union*

7. It shall not be lawful for the Council to employ or to continue to employ in any position subject to this agreement any person who is not for the time being a member of the Dunedin Municipal Clerical and other Employees' (other than Inspectors) Industrial Union of Workers.

*Matters Not Provided For and Appeals*

8. Any dispute in connection with any matter not provided for in this agreement shall be settled between the employer and the Secretary of the union, and in default of any agreement being arrived at, then such dispute shall be referred to the Conciliation Commissioner for the district who shall either decide the same or refer the matter to the Court. Either party, if dissatisfied with the decision of the Commissioner, may appeal to the Court upon giving written notice of such appeal to the other party and to the Commissioner within fourteen days after such decision shall have been communicated to the party desiring to appeal.

*Right of Entry*

9. The secretary or other authorized officer of the union shall be entitled to enter at all reasonable times upon the premises of the library for the purpose of interviewing any employee in connection with the employment, but not so as to interfere unreasonably with the Council's business.

*Higher-grade Duties*

10. An employee who is hereafter instructed to perform the full duties of a higher grade employee shall, if he or she occupies the higher grade position for more than eight weeks continuously, be paid from the date upon which he or she commenced the higher grade duty at a rate not less than the minimum salary for such higher grade position.

*Terms of Agreement*

11. This agreement, insofar as salaries are concerned, shall be deemed to have come into force on the 1st day of April, 1955, and insofar as all the other conditions are concerned, it shall come into force on the day of the date hereof, and shall continue in force until the 31st day of July, 1957.

Signed on behalf of the Dunedin Municipal Clerical and Other Employees (other than Inspectors) Industrial Union of Workers.

W. C. McDONNELL, Secretary.

Signed on behalf of the Dunedin City Council as employer.

J. C. LUCAS, Town Clerk.