



## New South Wales Teachers Federation

a branch of the Australian Education Union  
AEU NSW Teachers Federation Branch ABN 86 600 150 697



12 December 2023

In reply please quote:GS0733/2023/MS/cd

Fair Work Australia  
PO Box 1994  
MELBOURNE VIC 3001

Email: [regorgs@fwc.gov.au](mailto:regorgs@fwc.gov.au)

### **DECLARATION OF AUTHORISED OFFICER in accordance with Regulation 126 *Fair Work (Registered Organisations) Regulations 2009***

### **ALTERATION OF OTHER RULES OF ORGANISATIONS in accordance with section 159 of the *Fair Work (Registered Organisations) Act 2009***

I, MAXINE SHARKEY of 23-33 MARY STREET SURRY HILLS NSW am the BRANCH SECRETARY of the AUSTRALIAN EDUCATION UNION NEW SOUTH WALES TEACHERS FEDERATION BRANCH and am authorised to give this notice of particulars of alterations to the rules of AUSTRALIAN EDUCATION UNION NEW SOUTH WALES TEACHERS FEDERATION BRANCH and to make this declaration as required by Regulation 126 of the *Fair Work (Registered Organisations) Regulations 2009*.

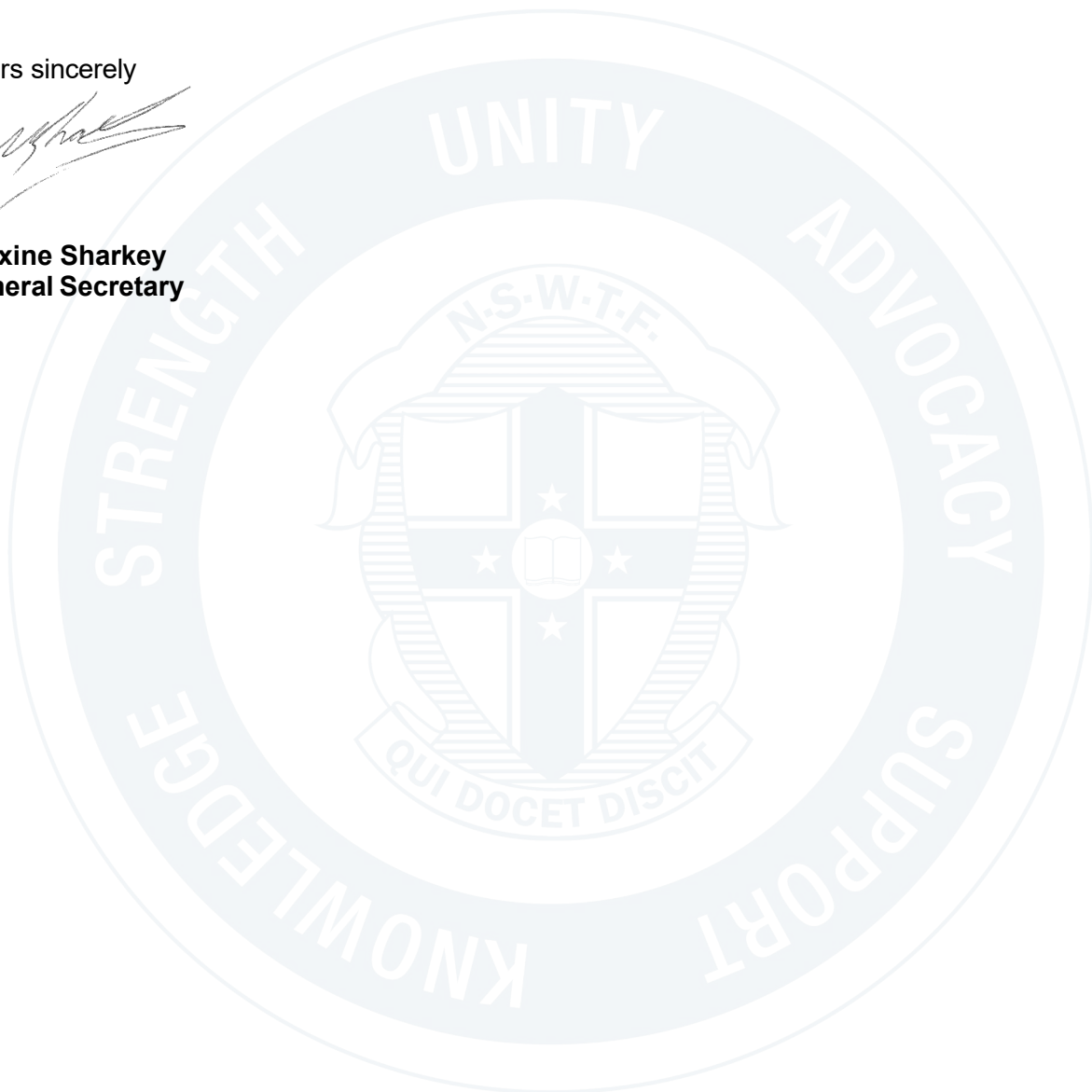
1. I declare that the alterations were made in accordance with the rules of the AUSTRALIAN EDUCATION UNION NEW SOUTH WALES TEACHERS FEDERATION BRANCH.
2. The particulars of the rule alterations are attached to this declaration and labelled 'Schedule A'.
3. The actions taken under the rules to make this alteration were as follows:
  - (a) On Saturday 21 October, the Deputy Secretary (Communication and Administration) gave notice to the Branch Council of the proposed changes of Branch Rules 3 and 4.
  - (b) The Branch Secretary sent a notice on 9 November 2023, including a copy of the proposed rule changes, to each association and branch councillors. This was in accordance with Rule 64 (3) (a) which requires notice not less than 14 days prior to the meeting at which the proposal is to be considered.
  - (c) The Branch Secretary sent a notice on 15 November 2023, including the Council Notice Paper, to all branch councillors. This was in accordance with Rule 13 (5) which requires 10 days notice in writing of the Branch Council Meeting.
  - (d) The Branch meeting was held on Saturday 25 November 2023.

- (e) A quorum was declared present at the Branch Council meeting by the chair. 242 members attended the Branch Council Meeting. As per Rule 11 (4), a quorum for a meeting of the Branch Council shall be 100, as such the meeting was quorate.
- (f) As per the requirement of Rule 64 (3) (b) the rule change was adopted by vote in excess of 3/5ths of the Branch Council Members present.
4. I declare that the particulars set out in this notice are true and correct to the best of my knowledge and belief.

Yours sincerely



**Maxine Sharkey**  
**General Secretary**



**From:** [Joe Peters](#)  
**To:** [Alert](#)  
**Subject:** Notice of rule change  
**Date:** Thursday, 9 November 2023 1:59:16 PM

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Sent to Councillors and Association Presidents and Secretaries



Dear Iain,

In accordance with Rule 64 - Alteration of Branch Rules (3), notice of proposed rule changes to Branch Rules 3 and 4 is hereby given. You can view a copy of the [proposed rule changes here](#) (you must be logged into the member portal to access document).

The process to alter Branch Rules is outlined in Rule 64(3) and is:

- the Branch Secretary shall give notice of the proposed amendment to each association and all members of the Branch Council not less than 14 days prior to the meeting at which the proposal is to be considered; and
- the proposal must be adopted by a vote of not less than 3/5ths of the Branch Council Members present.

Council will consider the proposal at its meeting on Saturday 25 November 2023.

If/when Council votes to change the Rules, the decision of Council is communicated to the Fair Work Commission who will assess and certify it. Changes to the Rules do not take effect until the Fair Work Commission certifies them.

If you have any questions regarding the proposed changes to the Rules please contact [council@nswtf.org.au](mailto:council@nswtf.org.au) with your query.

Regards,

**Maxine Sharkey**  
General Secretary

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[mail@nswtf.org.au](mailto:mail@nswtf.org.au)

Our postal address is:

NSW Teachers Federation

Locked Bag 3010 Darlinghurst NSW 1300

Australia

Authorised by Maxine Sharkey, General Secretary



**From:** [Joe Peters](#)  
**To:** [Alert](#)  
**Subject:** Council notice paper 25 November  
**Date:** Wednesday, 15 November 2023 4:47:49 PM

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Sent to all Councillors.



Dear Councillor,

2023 has been a big year of campaigning for Federation and its members, with some historic campaigns including More Than Thanks, Honour the Deal and the Yes campaign. We recognise and thank everyone involved in these campaigns for their contributions.

We are now joining with the federal funding campaign – [For Every Child](#) – to seek full funding for public schools so that our students and schools are fairly and equitably funded.

This campaign will continue into next year with the call for the Commonwealth and state/territory governments to sign new bilateral agreements that will result in public schools in every state and territory resourced at a minimum of 100 per cent of the School Resource Standard.

This Council we will be coordinating an action during Council to support the For Every Child campaign. Please wear or bring your (white) For Every Child shirt to Council and be ready to farewell NSW vehicles that will be travelling to Canberra as part of the campaign's National Road Tour!

**November Council will be held on Saturday 25 November at Teachers Federation House (Mary Street, Surry Hills).**

**Please do not attend Council if:**

- **you are unwell, or**
- **receive a positive COVID test result prior to attending.**

Councillors will need to bring their own device to access recommendations and reports via the Councillor extranet.

If you are unable to attend Council, please arrange a proxy to attend on your behalf by [completing a proxy form](#).

Please find information below to assist in your preparation for Council.

Regards,

**Maxine Sharkey**  
**General Secretary**

## **Council Notice Paper**

[Click here](#) to view the Notice Paper for Council on **Saturday 25 November**, commencing at 9am. Please access Council Standing Orders via the Councillor website in the member portal.

The reports from Senior Officers include:

- Salaries and Working Conditions
- The Work of Teachers

[Council Minutes – 21 October 2023](#)

## **Caucus and SIG meetings**

### **[Women's Caucus](#)**

Women's Caucus is held on Saturday morning prior to Council from 8am–8.45am. A light breakfast will be provided.

Location: Level 1, Meeting Rooms 2 and 3

All women are welcome and the caucus aims to:

- prepare for the day's debate
- hear reports on matters before Council
- speak with other women delegates
- share your views

### **[Aboriginal Members' Caucus](#)**

Aboriginal Caucus is held on Saturday morning prior to Council from 8am–8.45am. A light breakfast is provided.

Location: Level 1, Trade Union Training room

All are welcome and the caucus aims to:

- prepare for the day's debate
- hear reports on matters before Council
- speak with Aboriginal Councillors and Officers
- share your views

### **New Activist Lunch**

During Council lunch 12.30–1.30pm (lunch at delegates own expense)

New Activists & Country Observers – this is great opportunity to meet your fellow activists!

**Location:** EL LOCO - 64 Foveaux St, Sydney NSW 2010

## **November notices**

### **Fund Every Child**

We are now working with other states and territories on the federal funding campaign, For Every Child, which seeks full funding for public schools.

Investing in public schools is an investment in our teachers and our children. It will expand the opportunities children have to learn and give teachers more time to focus on meeting the needs of every child.

Full funding would help teachers change lives across Australia. It would allow schools to provide more individual support for every child and reduce class sizes.

It would also mean more manageable workloads for teachers and more time to prepare high quality lessons and collaborate with their colleagues.

In the next year, federal and state politicians will decide whether public schools will finally receive full funding. We need the Federal Government to negotiate new agreements with every state and territory that ensure public schools are fully funded.

A National Road Trip is part of this campaign. Federation's Senior Officers will be headed to Canberra as part of this Road Trip to deliver the thousands of postcards that members and supporters have signed which call on the Prime Minister to fully fund public schools now. The postcards will be delivered to Parliament House, Canberra.

We ask that you bring or wear your white For Every Child shirt to Council to show your support and be part of the action of farewelling the cars as they leave on their journey to Canberra.

### **Pre-council Social Event — Wildcats**

The Wildcats invite members to join them for an evening of comradely fun, dancing and

singing on **Friday 24 November** (Friday evening before Council).

Location: Hands Lane - Teachers Federation House

Time: 6.30pm onwards

Cost: \$5 entry

Members who are interested in joining the band can [find out more here](#).

Federation is committed to providing safe spaces at all of our events and require attendees to participate in a respectful manner or they will be required to leave the premises.

***Please note that non-members are not permitted to attend. Membership details are checked at the door.***

## Councillors website

**Please bring a device to use the Council website to access all Council papers**

All papers relating to the Council meeting will be available to Councillors via the member portal. Hard copies are not available.

**How do I gain access?**

- Head to the [Member Portal](#) area of Federation's Website
- If you have not already created a password for the Member Portal area, [you will need to do so here](#).
- In the green '**My Groups**' area of your Member Portal, click on 'Councillors'.

If you need any support accessing the Councillors website, please contact [council@nswtf.org.au](mailto:council@nswtf.org.au). Technical support is not available during Council so please check your access prior to the meeting.

## Council Resources

Within the Council extranet there is a section called [Resources](#). This section hosts a number of useful documents for use during your time as a Councillor including relevant forms, Standing Orders etc.

Information about [Federation's Council Childcare Program](#) can be accessed via the [Resources section](#). ***Please note that if you require childcare, forms need to be submitted by Friday, 17 November.***

***NB: If you have submitted a form previously, you do not need to submit another***



**form. Please [email the childcare centre](#) advising them that you require childcare for this Council.**

The union offers a childcare program on the days of Council meetings for children up to the age of 14 and they will be cared for in the adjunct centre onsite.

**Deadlines for the childcare program are strictly adhered to and paperwork must be completed in full for enrolment in the program.**

## **Proxy representatives for Council**

Councillors unable to attend Council may appoint a Proxy.

Association representatives and Aboriginal Members' Roll representatives on Council who are unable to be present at a meeting of Council may, by written notice to the General Secretary, appoint as their proxy any financial member of the Association or Group of Associations represented by the said Association Representative or in the case of an Aboriginal Members' Roll representative on Council by any financial member from the Aboriginal Members' Roll provided that the proxy is not already an elected Association representative on Council.

Proxy forms for Council are available on the [Councillors website](#).

If you have any questions regarding proxy representatives, please contact [council@nswtf.org.au](mailto:council@nswtf.org.au)

## **Teachers Federation Library**

The Library is located on Level 1 Federation House and is open for Council Saturday from 10am–1.30pm.

Members may borrow and return resources.

Discover resources to borrow and reserve via the [Library Catalogue](#).

Access Hot Topics guides and the Library Bulletin through the [Member Portal](#) area of the [website](#).

Contact the Library for further information, via [library@nswtf.org.au](mailto:library@nswtf.org.au) or (02) 9217 2113.

## **Future Council dates**

**2024**

17 February

23 March

18 May

15 June

10 August

7 September (possible Friday 6 September evening Council)

2 November

30 November

**Annual Conference Dates 2024**

7, 8 and 9 July

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[mail@nswtf.org.au](mailto:mail@nswtf.org.au)  
Our postal address is:  
NSW Teachers Federation  
Locked Bag 3010 Darlinghurst NSW 1300  
Australia



Authorised by Maxine Sharkey, General Secretary

# ALL COUNCILLORS

The next meeting of the NSW Teachers Federation Council will be held at  
NSW Teachers Federation Auditorium - Reservoir Street, Surry Hills

**Saturday, 25 November 2023**

**9.00am – 4.00pm**

Note the email address for Council enquiries: [council@nswtf.org.au](mailto:council@nswtf.org.au)

## Agenda

1. **Opening of Council**  
Apologies, Leave of Absence.
2. **Confirmation of the Minutes**  
Business arising out of the minutes of 21 October 2023.
3. **Question Time**  
Questions on Notice must be received, in writing, by 4.00pm Tuesday, 21 November 2023.
4. **Condolences**  
**Daniel Lennon**
5. **Administrative Matters**
  - a. Returning Officer's Report on Federation elections to be conducted at 25 November 2023 Council
  - b. Returning Officer's Report on Federation elections conducted at 21 October 2023 Council
  - c. Returning Officer's Report on Federation elections to be conducted at 17 February 2024 Council
  - d. Elections Report
  - e. Timeline for Councillor and Annual Conference Delegate Entitlements 2025-2026
  - f. 2024 Membership Subscriptions
  - g. Rules Changes
  - h. Eric Pearson Study Grant 2024
  - i. Sam Lewis Peace Prize
6. **Reports from Senior Officers**
  - Schools Funding – For Every Child NSW Launch
  - The Work of Teachers
  - Peace Education
7. **Motions from Associations**

# Returning Officer's Report Part One

## ELECTIONS TO BE CONDUCTED AT 25 NOVEMBER 2023 COUNCIL

### 1. COMMITTEES

The term of office for committees is two years until March Council 2025, unless indicated otherwise.

Nominations close noon on Wednesday, 22 November 2023.

Candidates are reminded they may submit a statement of up to 400 words with their nomination. This must be received by close of nominations.

#### **Aboriginal Members (4)**

A representative from each of the following:  
Primary City, Primary Country, Secondary City,  
TAFE City, Central Schools, Special Schools,  
Casual/Temporary

#### **Early Childhood / Public Preschools Reference Group (3)**

Four (4) teacher members - one of whom is a Principal or School Executive of an existing Public Preschool, and three teachers; one of whom is Aboriginal, and one of the three must come from a rural school. At least half of the group should be women.

#### **Emerging Education Technologies (3)**

A representative from each of the following:  
Primary School, Secondary School, 2  
Regional members, 2 TAFE members and a  
NSBT member.

#### **Officers, Consultants & Advisors (4)**

5 members

#### **Recruitment and Retention (1)**

4 Councillors

#### **Small Schools (1)**

5 Members

#### **TAFE Part Time Casual Teacher Ad-hoc Committee (1)**

6 Part Time Casual TAFE teachers  
elected by Council, at least half of  
whom are to be women, and need  
to be 3 city members and 3 country  
members of which 2 need to be  
Councillors.

#### **Technology Committee (2)**

At least 50% women

#### **Tree Levy (1)**

4 members

### 2. TRADES AND LABOUR COUNCILS

*The term of office is one year to March 2025*

***Nominees need to live or work in the area - if unsure, check with Deputy Secretary Communications & Administration***

Barrier Industrial Council (2)  
Cross Border Trades and Labour Council (4)  
Goulburn and District Unions (3)  
Hunter Workers (Newcastle Trades Hall Council) (2)  
South Coast Labour Council (2)  
Unions Mid North Coast (2)  
Unions New England (1)

**3. AFFILIATED ORGANISATIONS**

*The term of office for the following is one year to March 2025*

Australian Anti-Bases Campaign Coalition (1)  
Australian Fair Trade and Investment Network (1)  
Council for Civil Liberties (1)  
Ethnic Communities Council (2)  
Hiroshima Day Committee (3)  
Justice Action (1)  
Nature Conservation Council (1)  
Oxfam Australia (1)  
People for Nuclear Disarmament (1)  
Sydney Peace and Justice Coalition (2)

# Returning Officer's Report Part Two

## ELECTIONS CONDUCTED AT 21 OCTOBER 2023 COUNCIL

### 2. RELIEF OFFICERS

#### Group A: Relief for TAFE/Corrective Services (6)

Total ballots 218  
Informal 1  
Formal ballots 217

#### Primary votes

Dylan Williams	13
Peter Allen	14
Adam Curlis	79
Gabriele Harding	72
Ben Parsons	22
Peter Clarke	17
<b>Total:</b>	<b>217</b>

Position 1 Gabriele Harding 111 defeated Adam Curlis 106  
Position 2 Adam Curlis 113 defeated Dylan Williams 23  
Position 3 Ben Parsons 109 defeated Peter Allen 108  
Position 4 Peter Allen 120 defeated Peter Clarke 97  
Position 5 Peter Clarke 113 defeated Dylan Williams 104  
Position 6 Dylan Williams

**Gabriele Harding, Adam Curlis, Ben Parsons , Peter Allen, Peter Clarke and Dylan Williams declared elected.**

#### Group B: All other Professional Officers (22)

Total ballots 218  
Informal 14  
Formal ballots 204

#### Primary votes

Rod Brown	13
Gabriele Harding	8
Teresa Calder	2
Stephen Kelly	9
Alexander Lau	4
Julie McMullen	8
Robert Samuels	6
Lara Wasilewski	3
Debbie Fazzolari	4
Patricia McCombie	7
Kelly Bowman	2
Tina Piccin	7
Kate Wealleans	6
Peter Leyland	4
Larry Polak	7
Melissa Harding	24
Rhys Kable	2
Judith Wood	1
Gabrielle Curry	4
Katinka Kastner	5
Adam Curlis	7
Kim Hines	2
Melanie Sanderson	4
Maria Wilson	13
Nancy Penfold	17
Damian Purins	16

Andrew Clifton	19
<b>Total:</b>	<b>204</b>

Position 1 Melissa Harding 105 defeated Nancy Penfold 99  
 Position 2 Nancy Penfold 117 defeated Maria Wilson 87  
 Position 3 Maria Wilson 110 defeated Andrew Clifton 94  
 Position 4 Andrew Clifton 62 defeated Adam Curlis 62 on the toss of a coin  
 Position 5 Katinka Kastner 114 defeated Damian Purins 90  
 Position 6 Damian Purins 104 defeated Julie McMullen 100  
 Position 7 Melanie Sanderson 106 defeated Gabriele Harding 98  
 Position 8 Julie McMullen 115 defeated Adam Curlis 89  
 Position 9 Kelly Bowman 121 defeated Rod Brown 83  
 Position 10 Patricia McCombie 112 defeated Adam Curlis 92  
 Position 11 Gabriele Harding 103 defeated Rod Brown 101  
 Position 12 Tina Piccin 110 defeated Adam Curlis 94  
 Position 13 Debbie Fazzolari 104 defeated Adam Curlis 100  
 Position 14 Kate Wealleans 110 defeated Adam Curlis 94  
 Position 15 Rod Brown 107 defeated Adam Curlis 97  
 Position 16 Stephen Kelly 109 defeated Adam Curlis 95  
 Position 17 Larry Polak 112 defeated Adam Curlis 92  
 Position 18 Adam Curlis 106 defeated Alexander Lau 98  
 Position 19 Peter Leyland 107 defeated Alexander Lau 97  
 Position 20 Alexander Lau 105 defeated Robert Samuels 99

**Melissa Harding, Nancy Penfold, Maria Wilson, Andrew Clifton, Katinka Kastner, Damian Purins, Melanie Sanderson, Julie McMullen, Kelly Bowman, Patricia McCombie, Gabriele Harding, Tina Piccin, Debbie Fazzolari, Kate Wealleans, Rod Brown, Stephen Kelly, Larry Polak, Adam Curlis, Peter Leyland and Alexander Lau declared elected.**

### 3. **COMMITTEES**

The term of office for committees is two years until March Council 2025, unless indicated otherwise.

Nominations close noon on Wednesday, 18 October 2023.

Candidates are reminded they may submit a statement of up to 400 words with their nomination. This must be received by close of nominations.

#### **Aboriginal Members (4)**

A representative from each of the following:  
 Primary City, Primary Country, Secondary City,  
 TAFE City, Central Schools, Special Schools,  
 Casual/Temporary

#### **Anti-Racism Policy (1)**

8 members elected by Council, with at least  
 1 Aboriginal member, at least 1 member with  
 language background other than English and  
 at least 1 post-schools member

Kim Hines

Elected Unopposed

#### **Early Childhood / Public Preschools Reference Group (3)**

Four (4) teacher members - one of whom is a  
 Principal or School Executive of an existing  
 Public Preschool, and three teachers; one of  
 whom is Aboriginal, and one of the three must  
 come from a rural school. At least half of the  
 group should be women.

#### **Emerging Education Technologies (4)**

A representative from each of the following:  
 Primary School, Secondary School, 2  
 Regional members, 2 TAFE members and a  
 NSBT member.

Kate Wealleans

Elected Unopposed

<b>Officers, Consultants &amp; Advisors (4)</b>	5 members
<b>Recruitment and Retention (1)</b>	4 Councillors
<b>Small Schools (1)</b>	5 Members
<b>TAFE Part Time Casual Teacher Ad-hoc Committee (1)</b>	6 Part Time Casual TAFE teachers elected by Council, at least half of whom are to be women, and need to be 3 city members and 3 country members of which 2 need to be Councillors.
<b>Technology Committee (2)</b>	At least 50% women
<b>Tree Levy (1)</b>	4 members

## 2. **TRADES AND LABOUR COUNCILS**

*The term of office is one year to March 2025*

***Nominees need to live or work in the area - if unsure, check with Deputy Secretary Communications & Administration***

Barrier Industrial Council (2)  
Cross Border Trades and Labour Council (4)  
Goulburn and District Unions (3)  
Hunter Workers (Newcastle Trades Hall Council) (5)

James Dawson	Elected Unopposed
Sion Jasper	Elected Unopposed
Karen Fouracre	Elected Unopposed

South Coast Labour Council (2)  
Unions Mid North Coast (2)  
Unions New England (1)

## 3. **AFFILIATED ORGANISATIONS**

*The term of office for the following is one year to March 2025*

Australian Anti-Bases Campaign Coalition (1)  
Australian Fair Trade and Investment Network (1)  
Council for Civil Liberties (1)  
Ethnic Communities Council (2)  
Friends of the Earth (1)

Mark Goudkamp	Elected Unopposed
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Hiroshima Day Committee (3)  
Justice Action (1)  
Nature Conservation Council (1)  
Oxfam Australia (1)  
People for Nuclear Disarmament (1)  
Sydney Peace and Justice Coalition (2)  
Union Aid Abroad – APHEDA (1)

Mark Goudkamp	Elected Unopposed
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Welfare Rights Centre (1)	
Ademir Hajdarpasic	Elected Unopposed



# Returning Officer's Report Part Three

## ELECTIONS TO BE CONDUCTED AT 17 FEBRUARY 2024 COUNCIL

### 4. COMMITTEES

The term of office for committees is two years until March Council 2025, unless indicated otherwise.

Nominations close noon on Wednesday, 14 February 2024.

Candidates are reminded they may submit a statement of up to 400 words with their nomination. This must be received by close of nominations.

# General Information Sheet

## Sign-on Sheets

The Sign-on sheet is available in the foyer. Councillors are required to sign on in alphabetical order. It is necessary for all Councillors to sign on for both morning and afternoon sessions.

## Standing Orders provide that:

*"Only those members who have signed the attendance sheets both in the morning and afternoon shall be deemed to be in attendance for the purpose of payment for travelling and/or other expenses."*

## Tendering of Apologies

If you wish to tender an apology on behalf of another Councillor, a register for this purpose is available at the Sign-on desk. Apologies may be recorded in this register any time throughout the day. Any Councillor who has authorised a proxy to attend in their place is an automatic apology.

Councillors wishing to tender apologies may do so in writing (prior to the Council meeting) by contacting the Senior Officers Section Coordinator on 9217 2187 or email [council@nswtf.org.au](mailto:council@nswtf.org.au)

## Leave of Absence

Applications for Leave of Absence (the absence of three consecutive Councils or more) should be made in writing and addressed to the General Secretary.

## Council Register

If you have changed your school or home address since your election as a Councillor, please advise the Senior Officers' Section Coordinator via email [council@nswtf.org.au](mailto:council@nswtf.org.au)

## Time for Council Meetings

Saturday Council will commence at 9:00am and adjourn for lunch at 12 noon. Council usually resumes at 1:30pm unless Council decides to vary this practice. The closing time for Council is 4:00pm. Council may be extended to complete the item under discussion but cannot be extended beyond 4:30pm.

## Ballots

Ballots will be conducted in the foyer between the hours of 1:00pm and 2:30pm. Nominations are called by Council for various committees and positions.

## Moving Motions and Amendments

Any motions or amendments to a motion must be in writing and handed to the Chairperson immediately after speaking to such motion or amendment. It is also necessary when Councillors receive the call, that they identify themselves by giving their name and Association.

## Calling of Counts

Should a count be called for any motion or amendment, it is necessary that all observers and other non-voting members of Council move to the front of the auditorium, so they are not included in the count. When a count is called for, the doors of the auditorium are closed.

## Question Time

A period of twenty minutes is allocated to Question Time at each Council meeting. It is required that all Questions without Notice be given to the Chair in writing during the period of question time.

Questions on Notice can be submitted from Councillors, and an answer will be provided prior to Council as part of Council Papers. Please note that Questions on Notice must be written and received no later than 4:00pm on the Tuesday prior to Council.

## **Motions from Associations**

*(Every Council except February)*

A period of thirty minutes is allocated for the purpose of Motions from Associations. Associations wishing to submit motions relating to Association business for consideration under Motions from Associations should do so in writing. Correspondence should be on Association letterhead or identified as Association correspondence and signed by the Association Secretary (indicating a decision of the Association meeting). It should be marked 'Motion for Council', for the attention of the Senior Officers' Section Coordinator and it must be received no later than 4:00pm on the Thursday prior to Council.

Councillors, when signing on for the morning session, will be handed a ballot paper for the purpose of electing their preferred motion. The ballot for Motions from Associations closes at 10:30am.

## **Council Business**

Decision of Council 19/11/77:

*"That where a reference from the Executive has been on the Business Paper for two meetings without being discussed, Council may refer the matter back to Executive for decision. The Chair is to draw the attention of Council to any matters that are likely to be affected by this."*

## **Proxy Representatives**

Councillors are referred to the Standing Orders:

Proxy Representatives:

*Association Representatives and Aboriginal Members' Representatives on Council who are unable to be present at a meeting of Council may, by written notice to the General Secretary, appoint as their proxy any financial member of the Association or Group of Associations represented by the said Association Representative or in the case of an Aboriginal Members' representative on Council by any financial member from the Aboriginal Members' Roll provided that the proxy is not already an elected Association representative on Council.*

Note that where there is an Australian Electoral Commission (AEC) election occurring at Council, Councillors are required to complete the relevant AEC proxy form for that Council. The regular Council proxy form is to be used for all other Councils that do not have AEC conducted elections. Proxy forms are available on the Councilors' extranet under the Toolkit tab.

## **Travel and Accommodation**

Please email all travel and accommodation enquiries, change notifications or cancellations to [travel@nswtf.org.au](mailto:travel@nswtf.org.au) or via 9217 2124 (BH) and 0417 226 290 (AH). It is important that Councillors notify any changes to travel requirements as soon as possible.

## **Councillors Expenses**

Once documentation has been submitted to the Accounts section, EFT will be processed within two weeks following Council. City Councillors are entitled to daily allowances paid via the expense claim form. A full explanation of the expenses is on the reverse of the claim form.

## **Payment of Allowances**

Standing Orders provide that:

*"...Any member failing to register shall be deemed to be not properly present at the meeting. At full day meetings only, those members who have registered for each session shall be deemed to be in attendance for the purposes of payment of travelling and/or other expenses."*

## **Hotel Car Parking Deductions**

Car parking that is part of a Councillor/Delegate's accommodation whilst attending Council will be reimbursed. Parking where the Councillor/Delegate is not entitled to accommodation will not be reimbursed specifically, however, the Councillor/Delegate will receive a daily allowance and be able to claim travel as listed on the expense claim form for council/conferences and courses.

### **Council Child Care Program**

The NSW Teachers Federation offers a childcare program on the days of Council meetings for children up to the age of 14 based out of the childcare centre in Mary Street. Prior to Council, details on the excursion program will be sent to parents who have confirmed their children for care.

The 2023 Childcare Program enrolment form can be located at <https://councillors.nswtf.org.au/council-childcare-program>. Enrolment forms and additional required documentation must be completed for each child and updated throughout the year where necessary.

### **Child Care for Country Councillors**

In the past Federation has given approval for childcare for country Councillors who have to make private arrangements in order to attend Council. Councillors are reminded that approval for country Councillors' childcare, other than in Federation's childcare centre, must be approved by the General Secretary. Approval must be provided in advance and applicants should indicate full details of their needs, including the cost. It should not be taken for granted that approval for childcare will be automatic.

### **General Enquiries**

Any enquiries should be directed to Mel Smith, Deputy Secretary, (Communications & Administration) or the Senior Officers Section Coordinator via 9217 2100 or email [council@nswtf.org.au](mailto:council@nswtf.org.au).

**MINUTES OF THE MEETING OF THE COUNCIL OF THE NSW TEACHERS FEDERATION HELD  
AT THE TEACHERS FEDERATION AUDITORIUM, RESERVOIR STREET, SURRY HILLS  
ON SATURDAY, 25 NOVEMBER 2023**

**f. RULES CHANGES**

Deputy Secretary (Communications & Administration), Mel Smith, spoke to the rule changes as tabled and referred councillors to the extranet to find the report on the changes made to Rule 2 SUBSCRIPTIONS AND LEVIES and Rule 3 ARRANGEMENT OF MEMBERSHIP. She advised the rule change will need the vote of three fifths of the majority of council to be carried.

The report was RECEIVED on the motion of Mel Smith (Officer), SECONDED Kim Hines (Councillor) and CARRIED

The report was ADOPTED on the motion of Mel Smith (Officer), SECONDED Rosina Grieves (Councillor) and CARRIED by 3/5<sup>th</sup> majority.

## Schedule A

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1. ARRANGEMENT OF MEMBERSHIP (Rule 3)
2. SUBSCRIPTIONS AND LEVIES (Rule 4)

*Format:*

- i Current rule
- ii New rule - changes highlighted in yellow

### 1. ARRANGEMENT OF MEMBERSHIP

These rule changes clarify how members (whether they be permanent, temporary or casual) will be allocated to an association. This is particularly the case for those members whose residence is outside NSW and where their workplace is unknown.

Changing the rules to clearly reflect the default association allocation will ensure all members are correctly and consistently assigned to an association.

In relation to removing Corrective Services from Rule 3(2)(b), this rule applies to members in the 'General Division'. Members employed by Corrective Services are in the TAFE Division hence have been moved to be referenced in Rule 3(3) with other TAFE division members for clarity regarding their divisional allocation.

### Current Rule: 3- ARRANGEMENT OF MEMBERSHIP

- (1) To facilitate the effective representation of members of the Branch, the members shall be assigned to:
  - (a) A Division in accordance with Federal Rule 7 namely:
    - (i) The General Division; or
    - (ii) The TAFE Division; and
  - (b) An association in accordance with this rule.
- (2) Members assigned to the General Division shall be assigned to an association as follows:
  - (a) The Officers, Consultants and Advisers Association which shall comprise members employed as officers, consultants, advisers or professional assistants within the portfolio of the Minister for Education and Communities (with the exception of those employed in the TAFE Commission of NSW) and other such persons employed under awards, agreements and determinations negotiated for them by the Branch or applied to them.
  - (b) The Corrective Services Teachers Association which shall comprise members employed by the New South Wales Department of Corrective Services; or
  - (c) Regional associations in the area in which a member's school or place of employment is situated or an association in a geographic area through which they pass when travelling to or from work.

- (3) Members assigned to the TAFE Division and members employed in adult migrant education shall be assigned to the Technical and Further Education Teachers' Association.
- (4) A casual or temporary teacher shall be allocated to the regional association covering the area in which their residence is situated or, on application to the Branch Secretary, be allocated to the regional association covering the work places in which they perform the substantial part of their work;
- (5) Notwithstanding sub-rules (2) and (3) above:
- (a) A member allocated to a regional association may apply to the Branch Secretary to be allocated to another regional association on the grounds that by reason of the member's place of residence, it is more convenient for that member to be allocated to a regional association which covers the area in which the member resides.
  - (b) Applications received by the Branch Secretary in accordance with the previous sub-rule shall be submitted to the Branch Executive for approval.
  - (c) In determining whether or not to approve an application, the Branch Executive must be satisfied that an application has been made to facilitate the member's participation in the activities of a regional association and is not a device to increase the entitlement of a regional association to additional Branch Council or Branch Conference Delegates.
- (6) In the event that a member is elected to an office within the Union or appointed as a Branch Professional Officer, they may elect to:
- (a) remain in the association they were allocated to immediately prior to their election or appointment; or
  - (b) be allocated to an association which covers the geographic area in which they work or a geographic area through which they pass when travelling to and from work; or
  - (c) in the case of a Branch Professional Officers, an association the members of which fall within their responsibilities.
- (7) (a) A member who wishes to be on the ATSI Members' Roll may, when seeking admission to membership, or at any other time, elect to be included on the roll by making a request in writing to the Branch Secretary.
- (b) A member who has elected to be included on the ATSI Members' Roll may, at any time, request to have their name removed from the roll.
- (8)(a) In the event that a member is dissatisfied with their allocation to an association, the member may: within 21 days of receipt of notification of their allocation, appeal in writing to the Branch Executive.
- (b) On receipt of an appeal made in accordance with this sub-rule, the Branch Executive will, at the earliest opportunity, having considered all the material before it, determine the appeal.
- (d) A determination made by the Branch Executive in accordance with this sub-rule, shall be final.

### New Rule: 3 – ARRANGEMENT OF MEMBERSHIP

- (1) To facilitate the effective representation of members of the Branch, the members shall be assigned to:
  - (a) A Division in accordance with Federal Rule 7 namely:
    - (i) The General Division; or
    - (ii) The TAFE Division; and
  - (b) An association in accordance with this rule.
- (2) Members assigned to the General Division shall be assigned to an association as follows:
  - (a) The Officers, Consultants and Advisers Association which shall comprise members employed as officers, consultants, advisers or professional assistants within the portfolio of the Minister for Education and Communities (with the exception of those employed in the TAFE Commission of NSW) and other such persons employed under awards, agreements and determinations negotiated for them by the Branch or applied to them.
  - (b) ~~The Corrective Services Teachers Association which shall comprise members employed by the New South Wales Department of Corrective Services; or~~
  - (b) Regional associations in the area in which a member's school or place of employment is situated or an association in a geographic area through which they pass when travelling to or from work. Where the member works across multiple workplaces, the member will be assigned to the member's school or place of employment at which they complete most of their work or their base school.
  - (c) Temporary teacher members will be assigned to the regional association in the area in which the member's school or place of employment is situated or an association in a geographic area through which they pass when travelling to or from work. Where the temporary member works across multiple workplaces, the member will be assigned to the member's school or place of employment at which they complete most of their work or their base school.
  - (d) Casual teacher members will be assigned to the regional association covering the area in which their residence is situated or, if Federation is advised of the member's school or place of employment where they complete most of their employment, they will be assigned to their workplace regional association.
- (3) Members assigned to the TAFE Division, ~~and~~ members employed in adult migrant education ~~or Corrective Services~~, shall be assigned to the Technical and Further Education Teachers' Association.
- (4) ~~A casual or temporary teacher shall be allocated to the regional association covering the area in which their residence is situated or, on application to the Branch Secretary, be allocated to the regional association covering the work places in which they perform the substantial part of their work;~~
- (4) Notwithstanding sub-rules (2) and (3) above:
  - (a) A member allocated to a regional association may apply to the Branch Secretary to be allocated to another regional association on the grounds that by reason of the member's place of residence, it is more convenient for that member to be allocated to a regional association which covers the area in which the member resides.
  - (b) Applications received by the Branch Secretary in accordance with the previous sub-rule shall be submitted to the Branch Executive for approval.



(c) In determining whether or not to approve an application, the Branch Executive must be satisfied that an application has been made to facilitate the member's participation in the activities of a regional association and is not a device to increase the entitlement of a regional association to additional Branch Council or Branch Conference Delegates.

(d) Where a member's residence is located outside of NSW, and they are covered by Rule 3 (2) above, then the following will be used to determine their allocation to an association:

(i) If the member is working at a workplace in NSW or attached by their employer to a workplace in NSW, they will be allocated to a regional association in the area in which a member's school or place of employment is situated or an association in a geographic area through which they pass when travelling to or from work. Where the member works across multiple workplaces, the member will be assigned to the member's school or place of employment or to which they complete most of their work or their base school (consistent with 2(b) and (c) above).

(ii) If a member's workplace is not known and the member is located within travelling distance to the NSW border, they will be assigned to their nearest regional association on a geographical basis.

(iii) Members who are not located within travelling distance to the NSW boarder, will be assigned to their previously assigned association. If no association was previously assigned, the member will indicate their anticipated workplace or residence within NSW and the General Secretary will allocate to an appropriate regional association.

(5) In the event that a member is elected to an office within the Union or appointed as a Branch Professional Officer, they may elect to:

(a) remain in the association they were allocated to immediately prior to their election or appointment; or

(b) be allocated to an association which covers the geographic area in which they work or a geographic area through which they pass when travelling to and from work; or

(c) in the case of a Branch Professional Officers, an association the members of which fall within their responsibilities.

(6)(a) A member who wishes to be on the ATSI Members' Roll may, when seeking admission to membership, or at any other time, elect to be included on the roll by making a request in writing to the Branch Secretary.

(b) A member who has elected to be included on the ATSI Members' Roll may, at any time, request to have their name removed from the roll.

(7)(a) In the event that a member is dissatisfied with their allocation to an association, the member may: within 21 days of receipt of notification of their allocation, appeal in writing to the Branch Executive.

(b) On receipt of an appeal made in accordance with this sub-rule, the Branch Executive will, at the earliest opportunity, having considered all the material before it, determine the appeal.

(c) A determination made by the Branch Executive in accordance with this sub-rule, shall be final.

## **2. SUBSCRIPTIONS AND LEVIES**

These rule changes set a membership subscription rate that better reflects the nature of members' employment conditions for those employed as Secondary College of Languages teachers and Australian Education Music Examiners. Members employed as Australian Education Music Examiners or Secondary College of Languages teachers (previously Saturday School of Language teachers), have limited opportunities compared to other membership categories regarding the insecure nature of their work and the maximum hours of employment per year, and therefore their maximum yearly salary.

The change to Rule 4(b) relating to the publication of expenditure of money in the Public Education Fund, reflects an updating of the rules to reflect contemporary publishing practice. Publishing this information on Federation's website along with other governance information, where members would expect to find it, is more accessible to members and provides transparency in a way expected by members.

### **Current Rule 4- SUBSCRIPTIONS AND LEVIES**

- (1) The Branch Executive may, in accordance with the Federal Rules, determine subscriptions and, subject to sub-rule (2), levies.
- (2) Notwithstanding the generality of Federal Rule 22, the Branch Executive shall not impose a levy for the purposes of supporting candidates in parliamentary elections or supporting political parties.
- (3) Until otherwise determined by the Branch Executive and reported to the Branch Council, membership subscriptions shall be as follows:
  - (a) Subject to this sub-rule, for members not otherwise provided for in sub-rules below an amount equivalent to 0.76% of the maximum salary of a teacher accredited at proficient applicable for teachers in the Education Teaching Service of New South Wales at the salary level payable on or before 31 January in the relevant year.
  - (b) In respect of members employed:
    - (i) on a permanent part-time basis;
    - (ii) a part-time leave without pay basis; or
    - (iii) a part-time maternity leave basis,a pro-rata subscription based on the number of hours or days worked when compared with the time worked by a full-time member or the annual subscription payable by a casual school teacher as determined in accordance with this sub-rule, whichever is the greater.
  - (c) For members employed on a full time temporary basis, the annual membership subscription shall be two-thirds of the annual membership subscription determined in accordance with paragraph (a).
  - (d) For members employed on a temporary part-time basis, the subscription shall be the subscription for temporary teachers pro-rated on the basis of the number of hours or days worked compared to the time worked by a full time member or the subscription paid by a casual teacher, whichever is greater.
  - (e) For members employed as casual school teachers or permanent teachers leave without pay undertaking relief duty, a membership subscription which is one-third of the annual membership subscription set in accordance with paragraph (a).

- (f) For members employed as part time/casual TAFE teachers the subscription shall be one-third of the annual membership subscription set in accordance with paragraph (a) from 1 January 2023.
  - (g) A member who has paid membership subscriptions in accordance with paragraph (b), (c) or (d) of this sub-rule will not be liable to pay additional membership subscriptions, should that member undertake casual school teacher work in the relevant period.
- (4)(a) Until otherwise determined by Branch Executive and reported to the Branch Council, 0.035 of the revenue received from membership subscriptions shall be paid into the New South Wales Teachers Federation Public Education Fund for the purpose of promoting and advertising the professional achievements of public school and college teachers in the public education system.
- (b) The Branch Executive shall determine how money held in the New South Wales Teachers Federation Public Education Fund shall be expended and report on the expenditure of that money each year in the Federation's journal "Education".
- (5) Where the Branch Executive establishes membership subscriptions for particular categories of membership, and a member moves from one category of membership to another, the member shall be liable to make contributions at the higher contribution rate on and from the date the member moves to the new category of membership.
- (6) A member may elect to pay membership subscriptions by annual, half yearly or quarter yearly payments or by a method of periodic payment approved by the Branch Executive.
- (7) Subject to sub-rule (6), a member shall become unfinancial if their subscriptions, levies or fines remain unpaid for a period in excess of sixty (60) days after the subscription, levy or fine becomes payable.
- (8)(a) The Branch Executive may exempt a member from the obligation to pay subscriptions and levies, either fully or in part, or allow a member to defer the payment of subscriptions and levies.
- (b) A claim by a member for an exemption or deferral of their obligation to pay subscriptions or levies shall be made in writing to the Branch Secretary.
- (c) The Branch Executive in considering a request under this sub-rule, may take into account:
- (i) Any health issue which prevents the member from working;
  - (ii) Any period of leave without pay taken by the member;
  - (iii) Any period of military service undertaken by the member;
  - (iv) Any period of half pay leave taken by the member for more than a month; or
  - (v) Any other circumstances.
- (9) An unfinancial member shall not be entitled to nominate for or to be elected to a position within the Branch or as a Branch Professional Officer, to nominate another member for an elected office or Branch Professional Office position, vote in any election or receive any other benefit of membership, in particular, in the form of assistance whether industrial or otherwise.
- (10) Membership pursuant to this rule does not of itself confer on the member the right to hold office within the Union or vote in any election or on any question put at a meeting or in a plebiscite.

#### **New Rule 4- SUBSCRIPTIONS AND LEVIES**

- (1) The Branch Executive may, in accordance with the Federal Rules, determine subscriptions and, subject to sub-rule (2), levies.
- (2) Notwithstanding the generality of Federal Rule 22, the Branch Executive shall not impose a levy for the purposes of supporting candidates in parliamentary elections or supporting political parties.
- (3) Until otherwise determined by the Branch Executive and reported to the Branch Council, membership subscriptions shall be as follows:

- (a) Subject to this sub-rule, for members not otherwise provided for in sub-rules below an amount equivalent to 0.76% of the maximum salary of a teacher accredited at proficient applicable for teachers in the Education Teaching Service of New South Wales at the salary level payable on or before 31 January in the relevant year.

- (b) In respect of members employed:

- (i) on a permanent part-time basis;
    - (ii) a part-time leave without pay basis; or
    - (iii) a part-time maternity leave basis,

a pro-rata subscription based on the number of hours or days worked when compared with the time worked by a full-time member or the annual subscription payable by a casual school teacher as determined in accordance with this sub-rule, whichever is the greater.

- (c) For members employed on a full time temporary basis, the annual membership subscription shall be two-thirds of the annual membership subscription determined in accordance with paragraph (a).
    - (d) For members employed on a temporary part-time basis, the subscription shall be the subscription for temporary teachers pro-rated on the basis of the number of hours or days worked compared to the time worked by a full time member or the subscription paid by a casual teacher, whichever is greater.
    - (e) For members employed as casual school teachers or permanent teachers leave without pay undertaking relief duty, a membership subscription which is one-third of the annual membership subscription set in accordance with paragraph (a).
    - (f) For members employed as part time/casual TAFE teachers the subscription shall be one-third of the annual membership subscription set in accordance with paragraph (a) from 1 January 2023.
    - (g) For members employed as Saturday School teachers or Music Examiners the subscription shall be one-tenth of the annual membership subscription set in accordance with paragraph (a) from 1 January 2024.
    - (h) A member who has paid membership subscriptions in accordance with paragraph (b), (c) or (d) of this sub-rule will not be liable to pay additional membership subscriptions, should that member undertake casual school teacher work in the relevant period.

- (4) (a) Until otherwise determined by Branch Executive and reported to the Branch Council, 0.035 of the revenue received from membership subscriptions shall be paid into the New South Wales Teachers Federation Public Education Fund for the purpose of promoting and advertising the professional achievements of public school and college teachers in the public education system.
- (b) The Branch Executive shall determine how money held in the New South Wales Teachers Federation Public Education Fund shall be expended and report on the expenditure of that money each year in the Federation's ~~journal "Education"~~ website.
- (5) Where the Branch Executive establishes membership subscriptions for particular categories of membership, and a member moves from one category of membership to another, the member shall be liable to make contributions at the higher contribution rate on and from the date the member moves to the new category of membership.
- (6) A member may elect to pay membership subscriptions by annual, half yearly or quarter yearly payments or by a method of periodic payment approved by the Branch Executive.
- (7) Subject to sub-rule (6), a member shall become unfinancial if their subscriptions, levies or fines remain unpaid for a period in excess of sixty (60) days after the subscription, levy or fine becomes payable.
- (8)(a) The Branch Executive may exempt a member from the obligation to pay subscriptions and levies, either fully or in part, or allow a member to defer the payment of subscriptions and levies.
- (b) A claim by a member for an exemption or deferral of their obligation to pay subscriptions or levies shall be made in writing to the Branch Secretary.
- (c) The Branch Executive in considering a request under this sub-rule, may take into account:
- (i) Any health issue which prevents the member from working;
  - (ii) Any period of leave without pay taken by the member;
  - (iii) Any period of military service undertaken by the member;
  - (iv) Any period of half pay leave taken by the member for more than a month; or
  - (v) Any other circumstances.
- (9) An unfinancial member shall not be entitled to nominate for or to be elected to a position within the Branch or as a Branch Professional Officer, to nominate another member for an elected office or Branch Professional Office position, vote in any election or receive any other benefit of membership, in particular, in the form of assistance whether industrial or otherwise.
- (10) Membership pursuant to this rule does not of itself confer on the member the right to hold office within the Union or vote in any election or on any question put at a meeting or in a plebiscite.