



# VICTORIA GOVERNMENT GAZETTE.

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Factories and Shops Acts.

## DETERMINATION OF THE SPORTS GROUND MAINTENANCE BOARD.

Notes.—(1) This Determination applies to the whole of the State of Victoria.

(2) By Order in Council dated the 13th September, 1947, the Garden Employees Board was deprived of the power to determine the lowest prices or rates which may be paid to any person or persons or classes of persons employed:—

- (a) in the laying-out, cultivation or keeping in order of a fairway or green in connexion with any golf links or putting green;
- (b) in the laying out, cultivation or keeping in order of a bowling green or tennis court;
- (c) at work connected with or incidental to the construction or maintenance or keeping in order of brick dust or porous tennis courts;
- (d) at work connected with or incidental to the construction, formation, maintenance or keeping in order of grounds or enclosures used in the business of conducting for gain outdoor entertainments, outdoor shows, outdoor sports meetings or outdoor amusements of any kind;

and such power was conferred exclusively on the Sports Ground Maintenance Board.

IN accordance with the provisions of the Factories and Shops Acts, the Wages Board appointed "to determine the lowest prices or rates which may be paid to any person or persons, or classes of persons (other than persons subject to the jurisdiction of any Wages Board heretofore appointed) employed in or in connexion with the construction, ornamentation, formation, maintenance or keeping in order of grounds or enclosures used in conducting outdoor entertainments, outdoor shows, outdoor sports or outdoor amusements of any kind", has made the following Determination, namely.

1. That on the 21st May, 1953, the last previous Determination of this Board shall be revoked and replaced by this Determination.

2.

Apprentices or Improvers.	Percentage of Basic Wage.	Wages per Week of 40 Hours.
		s. d.
15 years of age or under .. .. .	29	67 6
16 years of age .. .. .	32	74 0
17 years of age .. .. .	37	86 0
18 years of age .. .. .	51	118 6
19 years of age .. .. .	61	141 6
20 years of age .. .. .	73	169 6

### PROPORTION (WITHIN ANY PLACE).

One apprentice to every three or fraction of three workers receiving not less than the minimum wage.

One improver to every three or fraction of three workers receiving not less than the minimum wage.

Other Employees.	Wages per Week of 40 Hours.
	£ s. d.
<b>Racccourses—</b>	
Leading hand, i.e., a person in charge of three or more employees .. .. .	13 12 0
Groundsman or maintenance employee .. .. .	12 17 0
All others .. .. .	12 12 0
<b>Golf Links, Bowling Greens, Croquet Greens and Grass Tennis Courts—</b>	
Green-keeper, i.e., a person engaged as such and who is responsible for the care, alignment, maintenance and satisfactory condition of a playing area or areas .. .. .	14 2 0
Assistant green-keeper, i.e., a person engaged as such or is required to perform the duties of a green-keeper .. .. .	13 7 0
Groundsman or maintenance employee .. .. .	12 12 0
All others .. .. .	12 9 6
<b>Other Tennis Courts, Cricket Grounds, Football Grounds or other grounds or enclosures used in conducting outdoor entertainments, outdoor shows, outdoor sports or outdoor amusements of any kind—</b>	
Curator, i.e., a person engaged as such and who is responsible for the care, alignment, maintenance, and satisfactory condition of a playing area or areas and/or Turf Wickets .. .. .	14 2 0
Assistant curator, i.e., a person engaged as such or is required to perform the duties of a curator .. .. .	13 7 0
Groundsman or maintenance employee .. .. .	12 17 0
All others .. .. .	12 12 0

Any employee, other than a curator or assistant curator, required to take charge of 2 or more employees, shall be paid an additional amount of 1s. 6d. per day or part thereof.

**EXTRA RATES.**

3. (i) Where no assistant is engaged, a curator or green-keeper, in charge of 4 or more employees, shall be paid an additional 10s. per week.
- (ii) Any employee other than a curator or green-keeper on racccourses, golf links, tennis courts, football grounds or show-grounds whose regular duty is to attend, maintain, adjust, and/or operate motor mowers shall receive an additional amount of 5s. per week.
- (iii) Any employee other than a curator or green-keeper operating a power-driven appliance, other than a motor mower, on a racccourse, cricket ground, football ground, showground or golf links, shall receive an additional amount of 3s. per day or part thereof.

**CASUAL EMPLOYEES.**

4. A casual employee i.e., an employee engaged for less than 40 hours per week shall be paid at the rate of time and a third for the first 20 hours and ordinary rate thereafter up to but not exceeding the rate fixed for a full week's work.

**HOURS FOR AN ORDINARY WEEK'S WORK.**

5. The number of hours to constitute an ordinary week's work shall be 40 which may be worked in either 5 or 5½ days.

**TIMES OF BEGINNING AND ENDING WORK.**

6. The times of beginning and ending work shall be the times mutually agreed upon between the employer and the employee and failing agreement, shall be as follows:—

Time of Beginning (not earlier than).	Time of Ending (not later than).
<b>Bowling Greens—</b>	
7.30 a.m. .. .. .	12 noon on Saturday (or the day on which the half-holiday is observed locally).
7.30 a.m. .. .. .	7.30 p.m. on the other working days of the week.
<b>Any other Place—</b>	
7.30 a.m. .. .. .	12 noon on Saturday (or the day on which the half-holiday is observed locally).
7.30 a.m. .. .. .	5.30 p.m. on the other working days of the week.

Provided that the hours once fixed shall not be altered without at least seven days' notice.

**OVERTIME.**

*Bowling Greens.*

7. (i) All time worked outside a spread of twelve hours per day shall be paid for at the rate of double time, provided that time occupied at watering shall be paid for at the rate of time and a half.
- (ii) All time worked within a spread of twelve hours in excess of 40 hours per week shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

*Any Other Place.*

- (i) All time worked outside the times of beginning and ending work shall be paid for at the rate of time and half for the first two hours and double time thereafter.
- (ii) All time worked within the times of beginning and ending work in excess of 40 hours per week shall be paid for at the rate of time and a half for the first two hours and double time thereafter.

**STAND DOWN.**

*(Bowling Greens.)*

8. An employee shall not be stood down for more than ten hours in the aggregate in any one week.

**HOLIDAYS AND SPECIAL RATES.**

9. All employees shall be entitled to the following holidays without deduction of pay:—  
 New Year's Day, Australia Day, Labour Day, Good Friday, Easter Monday, Anzac Day, Queen's Birthday, Melbourne Cup Day, Christmas Day and Boxing Day. Provided that if any of these holidays occur on a Sunday or other non-working day, an additional day for each such holiday occurring as aforesaid shall be added to the employee's annual leave.  
 If an employee works on any of the holidays mentioned herein he shall be paid time-and-a-half in addition to his ordinary pay, or if the employee so elects, an extra day and a half shall be added to his annual leave.

**SPECIAL RATES FOR SUNDAYS.**

10. All work done on Sunday shall be paid for at double time.

## NIGHT WATERING (OTHER THAN BOWLING GREENS).

11. (a) Employees required to do night watering, i.e., outside the times of beginning and ending work shall be paid at the rate of time and a half.  
 (b) No employee shall be called upon to do night watering without a clear break off duty of at least four hours.

## PROVISIONS OF CLOTHING, ETC.

12. (a) The employee shall be provided with the following, free of charge, by the employer.  
 (i) Oilskins, gum boots, or other protective clothing, when called upon to work in the rain.  
 (ii) Gum boots, gloves, overalls and goggles, when required to distribute fertilizer or employed on spraying.  
 (iii) Gum boots when required to hose down.  
 (b) When gum boots are used they shall be washed and sterilized if required to be used by any other person.

## MEAL BREAKS.

13. A period of not less than three quarters of an hour, not later than four hours after commencing work, shall be allowed for a meal.

## MEAL ALLOWANCE.

14. Any employee required to work overtime for more than one hour without being notified the day before that he would be so required to work, shall either be provided with a meal by the employer or paid the sum of 4s. 6d.  
 If having been notified accordingly and the employee has provided himself with a meal, and such overtime is not worked, he shall be allowed the sum of 4s. 6d.

## ANNUAL HOLIDAYS.

15. The annual holiday shall be as prescribed by the provisions of the *Factories and Shops (Annual Holidays) Act 1946*, and any amendments which may be made thereto from time to time.

## SICK LEAVE.

16. (a) If the absence from duty of an employee be reasonable because of his own illness, and he produces to the employer satisfactory evidence thereof, by medical certificate or otherwise, no deduction shall be made in respect of such absence except so far as it exceeds in the aggregate forty hours of working time during any one year of employment or a proportionately less time during any shorter period of employment.  
 (b) Notwithstanding the provisions of sub-clause (a) hereof, if the full period of sick leave as prescribed is not taken in any year, such portion as is not taken shall be cumulative from year to year up to a period not exceeding 160 hours of working time which shall be the maximum amount of leave to which an employee may be entitled in any year of service without deduction of pay.

## RIGHT OF ENTRY OF UNION OFFICIALS.

17. A duly accredited officer of the Australian Workers' Union who is authorized in writing by the President or Secretary of such Union, shall have the right to interview any employee during the meal hour or such other time as may be approved by the employer or his representative, at the place of his employment on legitimate union business and shall be permitted to inspect the conditions relating to the persons employed.

## TERMS OF ENGAGEMENT.

18. Employees, other than casuals, shall be employed by the week and their engagement shall only be terminated by a week's notice on either side given at any time during the week or by the payment or forfeiture, as the case may be, of one week's wages in lieu thereof. This shall not affect the right of the employer to dismiss any employee without notice for malingering, inefficiency, neglect of duty or misconduct and in such cases the wages shall be paid up to the time of dismissal only.

## PAYMENT OF WAGES.

19. Wages shall be paid on a fixed day, not later than Thursday of each week and during the employees' normal working hours.

## TIME BOOK OR RECORD.

20. Every employee shall record daily the correct time of work on a time sheet or record which shall be furnished by the employer. Such time sheet or record shall be produced by the employer or his agent for inspection during reasonable hours to the Secretary of the Australian Workers' Union or any official thereof duly authorized in writing by the President or Secretary of the aforesaid Union.

## FIRST-AID OUTFIT.

21. A first-aid outfit shall be provided by the employer at a place readily accessible to all employees.

## PROVISION OF QUARTERS.

22. Where an employee is required to live on the premises and is required to act as caretaker he shall be provided with quarters free of charge.

## EMPLOYEE REPORTING FOR WORK AND NOT ALLOWED TO START.

23. An employee who reports for work and is not allowed to start shall be paid for four hours' work at the appropriate rates.

## MIXED DUTIES.

24. An employee who is required to do work for which a higher rate is fixed than that provided for his ordinary duties shall, if such work exceeds a total of four hours on any day, be entitled to be paid for all work done on such day at the higher rate.

## LOCKERS, DINING AND WASHING FACILITIES.

25. Where practicable, suitable lockers, dining and washing facilities shall be provided for the use of employees.

## SANITARY ACCOMMODATION.

26. The employer shall provide suitable sanitary conveniences on the job and have same maintained in a clean condition.

## BICYCLE ALLOWANCE.

27. An employee instructed by the employer or his representative to use his own bicycle in the course of his duties shall be paid an amount of 2s. 6d. per week in addition to his ordinary rate.

## PULLING HEAVY ROLLERS.

28. No employee shall be called upon to push or draw a roller exceeding 5 cwt. on cricket grounds unless granted necessary assistance.

## PERIODICAL ADJUSTMENT OF WAGES.

29. The wages for adults set out in clause 2 are based upon the following basic wage, and pursuant to the provisions of section 21 of the *Factories and Shops Act 1934*, the Board hereby determines that such rates shall be automatically adjusted as prescribed by clause 30.

## BASIC WAGE.

Place.	Basic Wage (Adjustable).	Index Number Set Assigned.
	£ s. d.	
Throughout the State .. .. .	11 12 0	Melbourne

## ADJUSTMENT OF BASIC WAGE.

30. (a) For the purposes of this Determination, the expression "Commonwealth Statistician's 'all items' retail price index numbers" or any like expression means the numbers stated to be such index numbers in any document purporting, and not proved to be wrongly so purporting to be printed by the Commonwealth Government Printer or to be signed by or on behalf of the Commonwealth Statistician.

(b) Until the beginning of the first pay period to commence in August, 1953, the amount of the Basic Wage shall be as prescribed in clause 29.

(c) During each future successive period beginning with the first pay period to commence in an August, a November, a February or a May, the amount of the basic wage shall be adjusted by the following method, namely, by multiplying the last published Commonwealth Statistician's "all items" retail price index number by the factor  $\cdot 103$  taken to one place of decimals, the resultant whole number being the amount of the basic wage expressed in shillings, but should the decimal number reach  $\cdot 5$  or more the basic wage shall be taken to the next higher shilling.

(d) The wages of apprentices or improvers shall be the appropriate percentages as set out in clause 2, such wages shall be calculated to the nearest 6d., half or less than half of 6d. to be disregarded.

P. A. RANDES, J.P., Chairman.

J. V. WILLOX, Secretary.

Melbourne, 13th May, 1953.