



MINUTES Executive Board Meeting

Date & Time: Tuesday, 17 March 2015 9.00am-2.30pm

Attendees: Nigel Hadgkiss (Chair), Murray Gregor, Cliff Pettit, Brian Corney,
Heather Hausler, [REDACTED]
Jeff Radisich, [REDACTED]

Apologies: Tim Honey

Secretariat: [REDACTED]

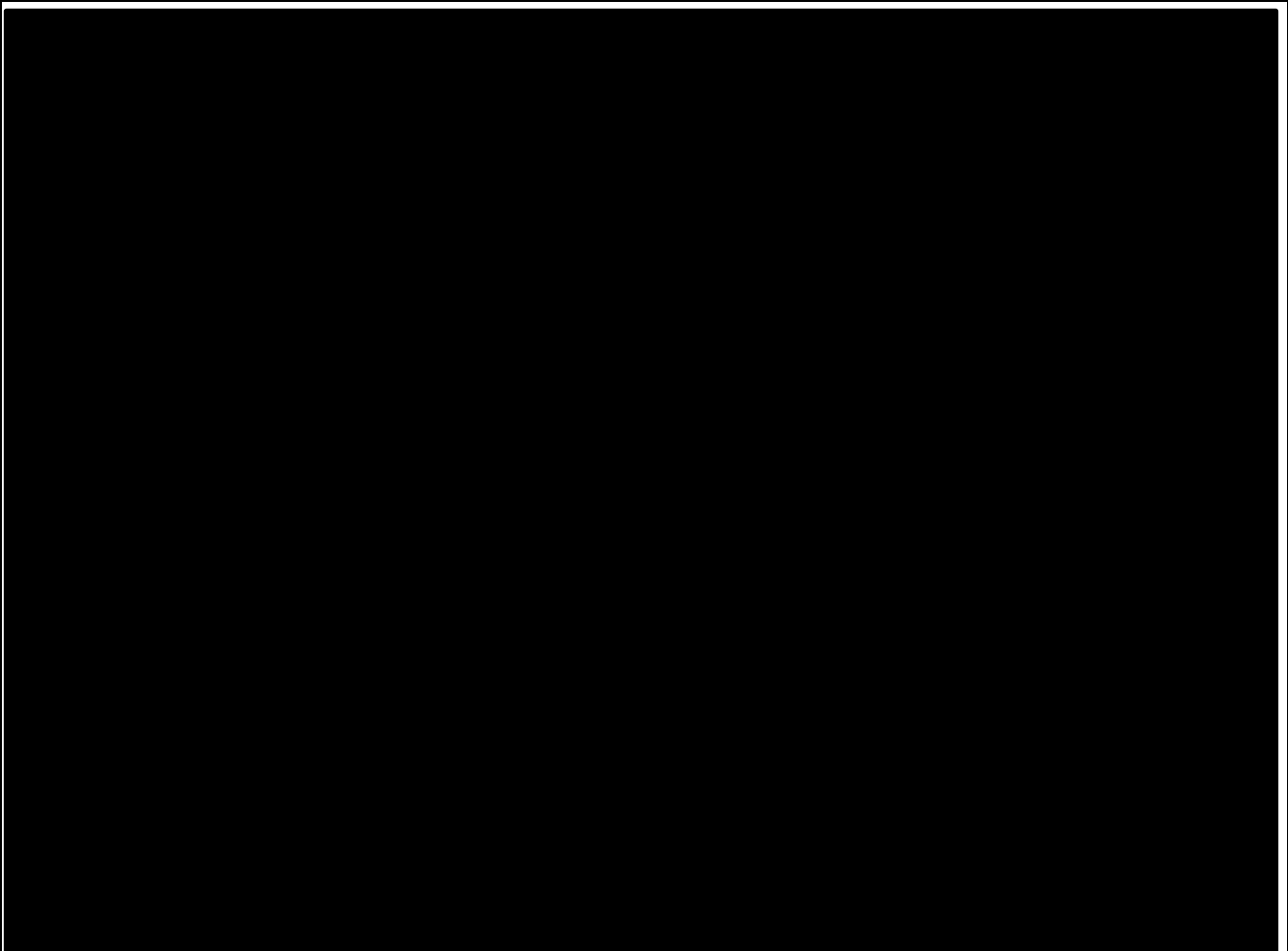
1.1	[REDACTED]
1.2	<p>Endorsement of the minutes of previous meeting dated 10 February, 2015</p> <p>The Minutes were endorsed as a true and accurate record, noting:</p> <p>[REDACTED]</p>
1.3	[REDACTED]
1.4	[REDACTED]



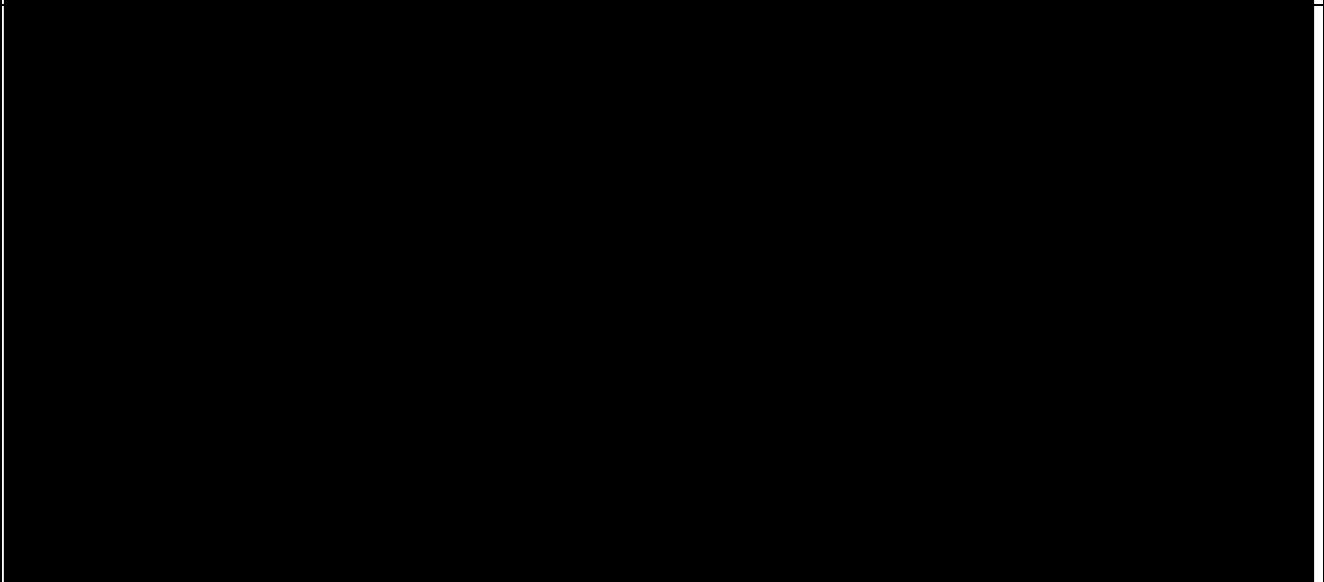
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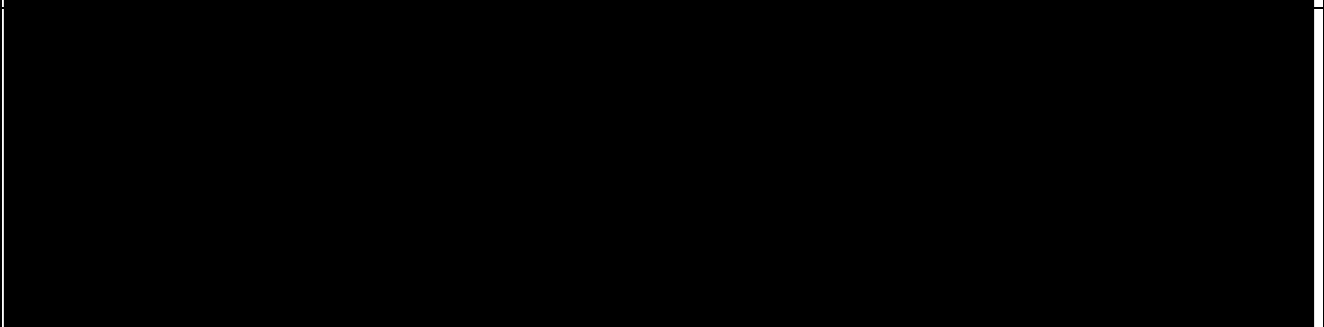
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1.12	
1.13	<p>Harassment Contact Officer (HCO) Network (Nigel/ [REDACTED])</p> <p>The recent review conducted by [REDACTED] questioned whether FWBC should reinvigorate the HCO Network, and suggested we examine the efficacy of current arrangements.</p> <p>The Board agreed this system has not worked in the past, and reiterated that bullying and harassment is the responsibility of all staff to deal with. Everyone, no matter what job grade, should be contactable at any time by someone who is purportedly a victim of bullying or harassment, and it is incumbent upon that person to deal with that situation. The Policy is clear, and is contained in the HR pages on the intranet. FWBC have provided detailed and extensive training for staff, and everyone should now understand they are responsible for ensuring this type of behavior is not accepted or tolerated.</p> <p>There will be a (mandatory) refresher for all staff to be completed annually, as well as a series of reminders and ongoing training updates and information. The next survey will establish whether or not there has been an improvement.</p> <p>ACTION: [REDACTED] to prepare an email thanking applicants, and advising that the Board have decided not to proceed with the HCO network, as evidence suggests this did not work in the past. Advise that an intranet article will follow and apologise for publishing the EOI. Please ensure the letters are sent with plenty of time to spare before the article is published.</p>
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PART 2 - AGENCY PERFORMANCE

2.1	Bullying and Harassment Action Plan [REDACTED] Please see agenda item 1.13 above, for further details.
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2.3	



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PART 3 - UPCOMING BUSINESS	
3.1	The next Executive Board Meeting is scheduled for Tuesday, 21 April in Melbourne.