Policy: Staff consultation

Purpose
To establish the framework for staff consultation at ANU.

Overview
The University framework for staff consultation at ANU.

Scope
This policy applies across the University.

Policy statement

Principles
1. The University values the contribution that staff can make to the research, teaching and community engagement activities of the University. It therefore seeks to provide opportunities for staff participation in decision-making through staff consultation and other means.

Individual staff consultation
2. Managers and supervisors will consult directly with staff on day-to-day matters which affect a staff member's employment.
3. Staff are encouraged to raise any concerns they may have about their employment directly with their supervisor.
4. However, where staff feel that they unable to adequately raise their concerns or respond to matters raised by their supervisor, they may request the assistance of a staff representative, who may provide the staff member with advice and accompany them to meetings.

Work area consultation
5. Where there are matters which relate to a work area, such as a significant change process or problems with workplace communication for example, the work area may wish to seek assistance from staff representatives in addressing the particular matter.
6. In such circumstances the role of the staff representative/s will be to provide advice to the staff member and, if appropriate, to accompany them to meetings. There may be occasions when the manager of the area, at the request of the staff, will consult directly with the staff representative/s as part of the overall consultative process.