

# The HandL HelpLine

NEWSLETTER DATE: 6 FEBRUARY 2003

*The only regular printed Monthly Update for the Cleaning Industry*

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## WEBSITE

As part of our new Web Site (www.cleaningcontractors.com.au) we intend putting the names of all our clients on a "Schedule" of specialist suppliers.

Would you please fax us on 02 97121699 with the full name of your company and a list of your specialties.

If you already have your own web site, that's fine, we can put a link to your site beneath our entry for your company.

Please have your information back to us by 28 February 2003 so that we can include you and your company from the beginning. The web site will be online very soon.

***Our aim is to promote YOU, our clients, to all potential purchasers of your services so you are only helping yourself.***

From 1 March 2003 you can expect a minimum increase in your wages bill of 3.7%, possibly more.

This is a carry over from the \$18.00 per week National Wage Case and will apply pro rata to most other rates.

There will be little, if any, other changes to the Award.



## HAVE YOU THOUGHT HOW WAGES HAVE CHANGED OVER THE YEARS. HERE'S A QUICK SNAPSHOT:

July 1989	Full Time Day Shift	\$315.00 per week	Part Time Hourly	\$11.05
August 1989		\$327.50 per week		\$11.48
July 1990		\$344.00 per week		\$12.07
January 1991		\$347.90 per week		\$12.26
August 1991		\$360.60 per week		\$12.76
February 1992		\$364.60 per week		\$12.96
January 1994		\$383.60 per week		\$13.25
January 1995		\$396.70 per week		\$13.60
July 1996		\$416.60 per week		\$13.94
July 1997		\$431.10 per week		\$14.43
January 1999		\$444.10 per week		\$14.77
January 2000		\$453.10 per week		\$15.00
March 2001		\$469.00 per week		\$15.30
March 2002		\$480.70 per week		\$15.50

An Increase of over 50% for Full Timers and 40% for Part Timers in a period of 13 years.

## SPECIAL POINTS OF INTEREST:

- Equipment For Sale on Page 2—Place your ad here free
- Positions Vacant —Need a Supervisor or Office Manager—Place your free ad here

## ILLEGAL SUBCONTRACTING

This is and remains the biggest concern for all small cleaning contractors.

Back in 1998, the then ABSA carried out a survey on what was concerning members and far and away the major problem was illegal subcontracting.

Illegal subcontracting is when a company or person induces another or others to carry out work which may be the sole source of income for that person and to undertake this work as an independent contractor.

A legal subcontractor can have no more than 80% of his/her work with one main client.

Fact is that many subcontracts have been brought about to avoid payment of correct wages and add ons like Superannuation etc. By paying up to and around \$18.00 per hour the main contractor avoids many of his own overheads and can tender on the basis of a much reduced hourly rate. Of course clients are very happy with this situation as they keep their costs down.

### BUT WHO LOSES?

Many small companies went to the wall because they could not compete against these artificially low hourly

rates and still nothing was done by the Industry Association.

Only when one of the major companies commenced agitation did something happen and in 2002 a clause was inserted in the Award which can now be used if the Union catches a company out, which it has done.

Small consolation for the little battlers who are now out of business and not a good reason for the BSCAA to blow its trumpet as having save the industry from the cowboy operators.

## OHS & IM THE BIG ISSUE

How many of you have completed your obligations under the new OHS & IM Legislation?

In fact, how many of you have started?

Answer: **Not many at all.**

Are you aware that you must have completed action to meet the six benchmarks by the end of July this year? They are:

1. Management Responsibility;
2. Consultation & Communication;
3. Risk Management & Process Control;
4. Training, Learning & Skills Development;
5. Records & Records Management;
6. Injury Management.

In order to qualify for the Premium Discount you must be able to show an Auditor that you have made substantial progress towards meeting your obligations under the OHS & IM Act of 2000 and the new Regulations of 2001.

You have been given adequate notice, after all it's now 2003, but like all things we try to put it off and then expect somebody to help at the last minute.

Sure, we can help and many others can do likewise, but the simple fact is that the whole system you must comply with has been designed so that you and your staff make all the decisions and do all the work necessary to meet the Act's requirements.

We can put the words into effect for you but you must, together with your OH&S Committee, carry out all the Risk Assessments and the follow up that is required to ensure the whole

process remains as an ongoing dynamic one.

Please consider your situation carefully, the penalties which can be imposed are high, the number of inspectors out there looking for income from fines is large and the possibility of being fined is increasing each day.

Please take action to ensure your company is not one of the losers but benefits from what is a quality system.



## HandL Consultancy

Suite 5, 34 East Street

PO Box 233

Phone: 02 9712 1566

Fax: 02 97121699

Email: lawsps@bigpond.com

## HandL Cleaning Industry Software

We can help with your tendering and presentation problems.

Call us and come in for a free demo and cuppa—no obligation.

## RUMOURS!

So, the other people have decided to knock us about by copying what we are doing.

Funny, they used to charge for Award Advisory Sessions — Now Free. Good but you paid for it before. Why?

Funny, they used to charge for Workers' Compensation advice — Now Free. Getting better but why now?

Some industry people are taking the credit for the Premium Discount Scheme implemented by WorkCover NSW. Not so good. The Premium Discount Scheme is a benefit to all Cleaning Contractors but is also a benefit to all employers in NSW so for them to take credit for making such a benefit available is a little rich. Every company which meets it OHS & IM requirements qualifies for the Premium Discount Scheme.

### For Sale

Hako Jonas 1450 Power Sweeper. Excellent condition. Properly maintained and serviced. Relatively low hours and recently refurbished to ensure quality presentation.

Further information and pricing available from John Laws on 0418225180



### For Sale

If you have something for sale or want to buy some good quality second hand equipment, this is the place.

After all it will cost you nothing.

Just fax us (02 97121699) some quick details and a phone number and we will place it in the next issue. No prices please so you can negotiate privately.

### Positions Vacant

This Newsletter could pop up anywhere in the Industry.

For absolutely nothing you can run an ad for A Supervisor, an Office Manager, even a Managing Director — Jeez I might apply for that.

Send your information and phone number and we will see what help can be found.

## OUR

### MISSION STATEMENT

Our aim is to provide a range of services specifically designed to meet the needs and aspirations of the small to medium sized companies operating in the Property Services Industry. We know and understand just how difficult it is to operate in such a competitive market and we look forward to supplying services which will assist you in achieving your aims and in doing that part of your job which you do best.

John Cavers is available to assist with any Industrial problem from Unfair Dismissal to award interpretation and you can get him at the office or on 0417 251200. John Laws can help with Tenders, Costing, Documentation, QA, OHS & IM, Cleaning Software etc. Get him on 0418225180 to come and help.

### SCHOOL CLEANING

The NSW School Cleaning Contract will be out for tender within the next few months.

Those companies wishing to be part of the tender process should commence preparing for a lot of hard work.

Many rumours have been flying around that no one company will get more than one zone and such-like so it is possible that some smaller operators may get a look in this time around.

Call us if you need help or advice on this matter. We are anxious to help companies willing to have a try at this important work.