

NATIONAL NEWS

Patrick Hutchinson appointed New AMIC CEO

On July 4th Patrick Hutchinson was appointed AMIC's new Chief Executive Officer, replacing Kevin Cottrill who is retiring after 15 years at the helm.

For the past six months Patrick has been doing a fantastic job as AMIC's General Manager of the Processor Group. His extensive experience and knowledge of the meat industry provides him with a solid foundation to effectively guide the Council forward into its next phase of growth and development including the broader industry challenges facing us today.

Patrick's career highlights include appointments as the General Manager of Livestock Exchange and ITS Global North America; General Manager of Product Integrity and Assurance at Meat Livestock Australia and an Executive Officer at the Australian Meat Council. He is currently non-executive director of Blue Sky Agribusiness.

Mr Hutchinson said it was an honour to lead a respected organisation like AMIC. "My vision for AMIC is to be a singular voice on all post farm/feedlot gate issues, from the manufacture and processing of red meat and pork through to domestic and international sales," he said.

Some of the issues Mr Hutchinson hopes to tackle include record input costs; incumbent market access and regulatory burden; energy price and availability; access to quality labour and training, including imported labour; and the plateauing of meat consumption domestically.

"It's a challenging time, but I relish the opportunity to work across these issues with our vast membership and provide an effective outcome for all of our members," Mr Hutchinson said.

The AMIC Board thanks and acknowledges Kevin Cottrill for his leadership and the enormous contribution he has made to the Council over

the past 15 years. During Kevin's tenure as CEO the Council faced a variety of challenges and with Kevin's guidance we were able to manage a variety of conflicting interests diplomatically.

Kevin is leaving AMIC in a strong position as he moves into retirement. He will be staying on for a period of time to ensure a seamless transition with Patrick.



HR & IR INFORMATION

Wages and Payslips - Your Obligations as an Employer

Employers with employees are required to make and keep accurate and complete records for all of their employees. They also need to issue pay slips within one working day even if an employee is on leave. These record-keeping and pay slip obligations are designed to ensure that employees

receive their correct wages and entitlements.

Members need to comply with the minimum provisions otherwise they could be up for fines for breaches of the Fair Work Act 2009 (FWA). Members could also face underpayment claims

if they don't keep accurate records.

A range of information must be made and kept for each employee as prescribed by the FWA and Fair Work Regulations 2009.

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HR & IR INFORMATION

Wages and Payslips - Your Obligations as an Employer

RECORD-KEEPING OBLIGATIONS

General employment records must include:

- Employer's name
- ABN (if any)
- Employee's name
- Employee's date of birth
- Commencement date
- If the employment is full time, part time, casual or fixed term
- If the employee is an apprentice or trainee

Records of pay must include:

- The name of the Award
- The rate of pay the employee receives
- The gross and net amounts paid
- Any deductions from the gross amount
- The details of any incentive-based payment, bonus, loading, penalty rate, or other monetary allowance or separately identifiable entitlement paid
- The hours of work must be recorded if the employee is a casual or an irregular part-time employee who is guaranteed a basic periodic rate of pay

For all other employees the records must specify:

- Start & finish times
- Number of overtime hours worked each day or when the employee started and finished working overtime hours
- A copy of an agreement if the employer and employee have agreed to the employee taking time off instead of

being paid for overtime worked or if they have agreed to averaging of the employee's work hours

If an employee is entitled to leave the records must include:

- Leave taken
- Accrual and the balance of the employee's entitlement to that leave from time to time
- Details of any leave that the employee has elected to cash in, including the rate and date of payment and a copy of the written decision

If the employee receives superannuation the records must include:

- The amount & period over which the contributions were made
- Date of payment
- The name of any fund(s)
- The basis on which the employer became liable to make the contribution
- Details of how the employee elected a specific fund.

PAY SLIP OBLIGATIONS

Each employee should be provided with a payslip which contains:

- Employee's name
- Classification
- Date payment(s) were made
- The period of hours and days which the payment relates

- Ordinary hourly rate
- The number of hours worked
- The nature of the employment
- Gross
- Net
- Tax
- Details of any allowances, deductions, overtime, superannuation details and if the employee is paid at an annual rate of remuneration (salary)

CASE STUDY

Some businesses have been found intentionally breaching basic Australian employment conditions. They think they are above the laws, but most businesses work incredibly hard to comply with the legal requirements. But sometimes, honest businesses are unintentionally caught out as well.

In one example, Marriott Airport Concessions failed to keep pay records. It even had a certified collective agreement in place that set out how employees would be paid.

The Fair Work Ombudsman (FWO) was contacted by a former casual employee who claimed she had been underpaid. It became apparent from the FWO investigations that she and 122 other casual employees had not received casual loading for every hour they worked or applicable penalty rates for work performed on Saturdays, Sundays and public holidays.

If you have any questions please contact AMIC on 02 9086 2220.

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AMIC National Meat Industry WH&S Conference 2017

AMIC held its biennial work health & safety conference in mid-July at the Novotel Surfers Paradise Hotel. It was attended by HR and WH&S managers and officers from export and domestic meat processor establishments and State Government regulator representatives from most States.

The welcome address was given by AMIC's newly appointed CEO, Patrick Hutchinson.

The conference was officially opened by Donna Heelan, Regional Director, South West, Gold Coast & Agriculture Strategy, Workplace Health & Safety Queensland.

The keynote speaker was Mr Laurie Satie, Safety, Security, Training and ERT Manager from Harvey Industries Group in Western Australia, who spoke about the importance of 'Installing safety in a production based environment.' His presentation highlighted the necessity to have a clearly defined and supported safety culture in all aspects of the workplace.

A very informative presentation was provided by Amy Sproule, Health & Wellness Coordinator at the Carlton & United Brewery at Yatala Queensland.

A regular feature of the conference is the running of interactive breakout sessions for attendees. This year the session subjects related to:

1. Workplace Investigations, facilitated by Jason Clark from Worklogic;
2. 'Zero Cost for Zero Harm – Re-shifting the focus of risk to the bottom line,' facilitated by Jillian Hamilton from Manage Damage in Brisbane; and
3. 'Making Head and Tails of Safety Culture,' facilitated by Dr Tristan Casey from Workplace Health and Safety Queensland.

These sessions were well received and provided attendees with practical ideas on how to deal with these issues in their own workplaces.

The Best Practice Awards presentations again provided an opportunity for members to show what they have achieved in their workplaces in relation to a work, health and safety improvement and/or a successful return to work case study.

Other informative presentations at the conference included:

1. Professor Stephen Graves from the Rickettsial Reference Laboratory providing a detailed and concerning insight into the zoonotic

disease of Q fever;

2. The role of supervisors in health and safety;
3. 'Generation Y Workforce: Future Proof your health and safety program'; and
4. 'Ergonomics and the ageing population – preparing for the silver tsunami.'

One prominent session of the conference that occurred on the second day, which was well received by the attendees related to:

A panel format commenting on a hypothetical case study involving the dismissal of an employee due to bullying and harassment and discrimination against a fellow employee. The panel members provided a company, union, legal and Fair Work Commission point of view.

Comments and evaluations received so far from attendees have been very positive and has set the bar for the next planned conference.

AMIC wishes to sincerely thank the sponsors, attendees and all the speakers for their valued contribution to the conference.

Members can view photos from the conference on the AMIC website: www.amic.org.au



THANK YOU TO OUR SPONSORS



Foodbank - the largest hunger relief organisation in Australia

Foodbank is the pantry of Australian charities. It receives food and grocery products from farmers, manufacturers, distributors, retailers and the public and make them available to Australia's hard working charities and community groups who feed the hungry. Foodbank's first priority is to provide food to people who would otherwise go without. In Australia it was established in 1992 and now has distribution centres in all state capitals as well as a number of regional centres.

Several processor members are involved in a program with Foodbank through which they donate trim to make sausages which are distributed to struggling families. With the demand for food relief rising, the National Retail Council has agreed to assist in raising awareness of Foodbank in conjunction with the AMIC Sausage King Competitions next year.

How Foodbank Works

Foodbank rescues edible but surplus food and groceries from the country's farmers, manufacturers and retailers. Without Foodbank much of this food would simply go to landfill. Foodbank also has commitments from food manufacturers to provide ingredients and fresh food on a regular basis.

Goods are delivered to their warehouses around Australia – last year alone 33 million kilograms of food and groceries were provided.

Foodbank is committed to providing nutrient rich foods to maintain adequate growth and health outcomes as part of fighting food insecurity. Therefore, Foodbank also partners with food producers and manufacturers who donate ingredients and services in order to produce, process, package and transport essential items such as breakfast cereals, pasta and sauce and tinned fruit and vegetables.

Foodbank is currently involved in programs to increase the amount of fresh food it disseminates to complement the pantry foods which have been its mainstay in the past. Foods being targeted include fruits and vegetables, meat and milk.

Financial contributions from the public and corporate sector provide essential funds to cover the elements that cannot be obtained through donations.

The facts on hunger in Australia

- Hunger is a hidden crisis in Australia, with over 2 million people seeking food relief at some point every year, half of which are children.
- 2016 saw an increase of 8% in the number of people seeking food relief.
- It's not just the homeless and unemployed who go without food but also the working poor and elderly.
- According to *Do Something!* Australians spend \$7.8 billion a year on food that we buy and then throw away.
- 1 in 6 people report having experienced food insecurity in the last year.
- 2 million people seek food relief each year - 33% of those are children (216,000).
- 43,000 people are turned away every month because of food shortages (14,600 of these are children).

How Foodbank Helps

- For every dollar donated to Foodbank, they are able to achieve \$7 worth of food.
- 644,000 people receive food relief from Foodbank agencies, every month.
- Last year alone, they provided enough food for over 60 million meals.
- The food rescued by Foodbank provides on average 166,000 meals a day.
- Just \$10 can provide 100 children each a bowl of milk and cereal.
- Over 2,500 charities and 1,500 schools collect the donated food and distribute it to adults and children in need as prepared meals, food hampers and emergency parcels.



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