



UWA Student Guild | M300, 35 Stirling Highway, Crawley WA 6009
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1.0 WELCOME AND OPENING

Lucas welcomed all councillors, directors and observers and proxies and acknowledged that UWA is situated on Nyoongar land and the Nyoongar people remain the spiritual and cultural custodians of their land and that they continue to practice their beliefs, languages, values and knowledge.

1.1 Attendance

Rajdeep Singh, Annie Lei, Lucas Tan, Luke Rodman, Rida Ahmed, Maddie Mulholland, Julian Rapattoni, Georgina Carr, Joshua Bamford, Lizzy O'Shea, Judith Carr, Cameron Barnes, Robert Purdew, Tom Henderson, Laura Smith, Valentina Barron, Sophie Liley, Cameron Fitzgerald, Kelly Fitzsimons, Felix Lim, Daniel Stone, Gemma Bothe, Matthew Mckenzie, Simon Thuijs, and Avory Allen.

1.2 Apologies

Dumi Mashinini, Emma Greeney.

1.3 Proxies

Aiden Depiazzi for Cameron Payne, Owen Myles for Laura Smith

Attendance, Apologies and Proxies accepted.

2.0 CONFIRMATION OF PREVIOUS MINUTES

2.1 Guild Council Meeting 31th July 2013

Lucas moved to confirm previous minutes. Minutes confirmed.

3.0 BUSINESS ARISING FROM PREVIOUS MINUTES

Barnes mentioned that with respect to the toilets discussed at the previous Council meeting, he has had some issues due to the changes in staffing in Facilities Management. But he will be meeting up with new head of FM next week to discuss the toilet facilities. He can provide a report back to Council via email.

Sophie requested that either herself or Maddie be involved.

4.0 DIRECTORS' REPORTS

4.1 Managing Director's Report

Wayne commented on the Guild property leases - reflecting back to the last meeting, where he identified some changes from a university perspective in the way they are filing new leases. They had eroded our rights somewhat, so we had discussions and have confirmation that while the documents' formats may have changed, our fundamental rights to use and obtain the rental stream of the properties have been confirmed, which we have in writing from the Registrar. This unlocks leases that were in the process of being extended, as well as new leases.

The 10 year capital plan. To clarify, we have put some nominal figures in that linking back to our capital planning documents. We should not expect the Guild to pay these figures. We're putting it in the long-term university plan, because it is better to have it in there than not.

On the Masterplan itself, we've just received the first draft back from Hames Sharley. Jono, the Business Manager, is compiling a response, so that will get some traction. We will soon present a mini-masterplan that will include at least a concept sketch, compilation of all the other work, including the feedback forums, and then council can decide whether they wish to take that to the formalisation stage - 3D images and a lot more detailed work.

On Subway, I have a heads of agreement including the main commercial terms. We've locked away a formula in line with what we scoped out through F&P. It meets those base commitments and I'm quite comfortable in what we've got, which includes an incentive rent component. The take-off point for the incentive rent is lower than the average Subway store turnover in WA. That's encouraging. Just on a comparison basis, I'm quite comfortable that we're at the top of the range with regards to the Subways on the East Coast, so that's helpful to know. From here, we're a fair way down the track with the technical work. There are 3 areas we'll now progress at - now that we've got the main commercial terms, we can submit the legal complexity through UWA Legal and back through F&P. On those three fronts, timing is there to get it started first thing first semester.

Matthew asked what the rental formula is for Subway?

Wayne asked if we want to declare the rent before the agreement is finalised.

Lucas moved a procedural motion to go in camera to discuss this. Motion carried.

4.2 Finance Director's Report

Wayne said for the month we are several thousand dollars in front on operating income despite being down a bit on the SSAF, being \$138,000 behind in total income. On operating expense side for the month we are \$40,000 in front and on a year to date basis we are \$214,000 in front. This gives us a year to date operating result of being ahead of budget of \$77,000 all up. After we add the operating/investment income we are \$264,000 in front.

A reasonable result in July to stabilise finances and we are in front on a year to date basis.

4.3 Catering Director's Report

Ken said for the month the sales were good at \$229,000, some \$33,000 ahead of budget. Remembering that this is the non-student or vacation month, the sales were good. Unfortunately the corresponding cost of goods was high by about \$30,000. Though we had extra sales, the net gain was only \$3,000. The reason for the cost of goods being higher than budget has been explained several times previously. During the month we were able to save on wages and operating expenses to the value of about \$20,000 and therefore we had better than budgeted performance. Net deficit for the month was \$34,000 against a budget of \$56,000 and that has reduced the cumulative losses by the same amount.

The tavern was close for the reporting period and had fixed expenses of about \$10,000 for the month. Tavern was almost exactly on budget.

Forecasting and predicting what has happened in August - sales have been on budget or just above budget. We have had no significant movement or savings in cost of goods, we have made savings in wages and operating expenses and hopefully will record a profit close to budget of \$30,000-\$40,000 within the current net deficit of \$31,000 into a positive of about \$20,000 by the end of the month.

We completed the start-up of the dentistry kiosk and it is now fully operational except that there are a few teething problems with regard to the building. Mobile catering are on campus and there will be more on campus possibly in the next week but we have not had confirmation of the positions. The university has approved, and we are hoping to have some sort of catering near the Business building next Tuesday.

Matthew asked about the net outcome for the kitchen and asked Ken does he onsell goods to other outlets and why does the kitchen make a \$200,000 loss – is that staff costs?

Ken said it is predominantly staff costs and also the value of functions has dropped so much and with the new strategies we have employed on getting in branded products the inter-costs of the sales have dropped. The kitchen sales by itself is about \$300,000 ahead of budget. We have addressed one portion of the wages costs and we are in the process of looking at the second part of that operations reduced wage cost. And possibly we will give Finance and Planning recommendation when we go into budget planning for 2014 by the end of October.

Wayne said he wanted to characterise this year as being a transitional year in kitchen and functions. We know we had quite a substantial change to our sales level and really we have released our catering strategy to confirm we want to be in the business. We don't want to tear down the house just yet so we are in a bit of a transitional phase whilst we have taken a hit on the sales but it is prudent to try to restore that to a certain sales level. So if a restoration to a certain sales level doesn't occur, that is what Ken is watching closely. It is a progressive move and it is a year where we are adjusting to changing environments. We need

to adjust to the environment but he doesn't think we should "knee jerk" to it.

Barnes asked which "hit" Wayne is referring to? The functions loss from the Business School?

Wayne said we have lost 22% of our functions turnover and that is why some of the staff has had to be reduced.

Matthew said regarding functions business that there had been some discussion last year to get rid of the functions business altogether and focus on retail catering.

Wayne said this had been discussed as an option.

Matthew asked why was it decided to keep the functions business?

Wayne said there was the engagement of the independent consultant, reports from the national body, forums, consultation and interviews which were all conducted and the information was gathered and the results of the options were considered. He said this was an option he had asked to be looked at but at the end of the day it was not the preferred option.

Matthew said that last year some of the people in the Business School had explained that they were moving away from Guild Catering and using other function providers. He asked Wayne if there is still a scope to provide functions in the surrounding area of the business school?

Wayne said the competitive advantage is transferred to the University Club, so they took the competitive advantage of running the café and functions out of that café. He said that he felt Ken would be open to doing functions for the business school and throughout campus.

Ken said the main business we lost at the Business School was due to the Uni-Club entrance. Since then we have still maintained about 90% of the standard functions business that the Business School required. We work regularly. Even this Friday we have a function at the business school opposite the café. We continue to do the business of the Business School to the value of 90%. The remaining 10% comes down to expenditure cuts.

4.4 Director of Student and Corporate Services Report

Tony said there are items that they are going through and testing and looking at the various compliance areas where they need to fall in line with the university. They are also looking at the operational items where they can maximise the offerings and services for student, and where they might be able to become more efficient. He is also trying to ensure they have got the right mix for the costs to service provision. They have an events consultant starting on Monday and Tony has started to organise some meetings across the board with a variety of council members to help welcome that person in. Have started the Events Audit this week with the university which is something which they hope to continue every year to make sure that they are keeping in line with all the compliance

areas and demonstrating how much of a good effort the Guild provides back to the clubs and societies across the board.

Lucas moved to accept all directors' reports. Reports accepted.

Barnes moved a procedural motion that Motions 7.4 and 7.6 be considered immediately. Motion carried. Lucas then moved a procedural motion to consider Motion 7.3. Motion carried. Following this, normal procedure resumed.

5. REPORTS

5.1 Guild President

Report as tabled. Barnes said there were a few things he wanted to touch on. The report is longer than previous reports, which is the result of feedback from the mid-year review that we had. He said the feedback he got was while people don't actually want him to go overboard, they do want a little more detail about what he is doing on a day to day basis and what some of the achievements of his office are.

He said he has tried not to just list his activities but also go into two pages of detail to explain some of the things. He said on the budget, the \$1.5M waiver from the University has significance from our budget in that it wipes \$300,000 off the capital line item which is very good for our budget. This now puts us in a position where realistically we should be hoping to achieve a budget that is in the black by the end of the year.

Regarding the Albany Campus visit, he said he wanted to emphasize how important it has been this year having our comprehensive representation strategy to engage with groups that traditionally haven't been as engaged, for example colleges, other campuses, and Albany is certainly no exception to that rule. They were very appreciative that our Guild Executive and Lizzy took the time to drive down to meet with them.

He said that we have our UWA Gives Back Tour and that will also be going down to Albany again on 30 September, so if anyone is interested in being involved, Guild Volunteering is running the trip. It is basically the Guild's section of UWA Gives Back. On the program every faculty runs a volunteering initiative in a regional community and we are doing Albany, and we are doing a range of volunteering from conservation biology through restoring museums and they've got some really great war museums and exhibitions down there that we will be restoring. It will be for a couple of days.

5.2 Vice President

Report as tabled.

5.3 Treasurer

Report as tabled.

5.4 Secretary

Report as tabled. Maddie said she has started talking to Facilities Management about toilets pertaining to last month's meeting and we are pushing this issue. One of her projects lately has been the Annual Report which has now been printed.

Sophie said that she would have preferred more information and she felt there should be an option for a slightly more detailed report that is more aimed towards Guild Council and staff. She thought maybe there should be a briefer version of the report for students and a more comprehensive version for staff and Guild Council, etc.

Barnes said this project wasn't designed to replace the reports that office bearers deliver at the end of the year. He said he fully expects all office bearers to still do that and it should be a lot easier now that everyone has already done a report. Those reports are expected to be published and distributed to students. The whole point behind the Annual Report was more for external relations. He said he got the idea from the fact that a few clubs had given him their annual reports and he had read through them and thought that we should be doing something like this as well.

Maddie said this is the first Annual Report in 10 years so she welcomed the feedback and we will obviously move to improve it every year.

5.5 Societies Council President

Report as tabled. Laura thanked everyone who helped at Paint Party and to everyone who promoted it on their pages.

She said two clubs received some Lion Nathan grants.

5.6 Education Council President

Report as tabled. Tom said he had an interesting meeting with the enrolment and orientation working group on Tuesday. They are very much looking to redo the timetabling system and are looking to reschedule a review in 2014. They recognise it is not the greatest system and are looking to implement a new timetabling system in 2015. He said the university is looking to reduce the amount of enrolment and orientation week from the current 10 days down to a 5 day period. We have until next week to give some information to that working group with regard to their plans.

5.7 Public Affairs Council President

Report as tabled.

5.8 Environment Department

Report as tabled. Dan said some additional work has been done. He is putting together a business case for recycling in cafes which should cut costs.

5.9 Women's Department

Report as tabled. Sophie said that the Bare Truth is being sent to print and will be out in about 2 weeks.

5.10 Queer Department

Report as tabled.

5.11 International Student Services

Report as tabled.

5.12 Postgraduate Students' Association

Report as tabled. Gemma said that HDR (Higher Degree by Research) students in 8 weeks' time will have non-student email addresses (in the form of firstname.lastname@research.uwa.edu.au).

5.13 Welfare Department

Report as tabled.

5.14 Sports Council

Report as tabled.

5.15 RSD

Report as tabled. Simon said that he wanted to mention the UWA Centenary Lip Club that they are holding on 13th October. It is not under the RSD banner but one of the aims is to bridge the gap between residential students and day students. The idea is to do a massive thing on campus. They have booked Winthrop and Octagon to help with filming. Jarred Sands is coming back to direct and film. He said he will circulate information by email to all council members – he needs Councillors help to recruit students. Channel 7 is coming to cover it.

5.16 ATSID

No report submitted.

Julian asked Felix does ISS have any career orientated events for international students?

Felix said they are having one this week – as part of international week. Yesterday they brought in companies like BHP and Woodside and are going to have one tomorrow and another on Friday. The Friday one will include an officer of immigration – to cover changes to your application.

Josh asked Dan about the vegie garden – has he spoken to Jono about the Master Plan?

Dan said he has a meeting tomorrow at 1.00pm and anyone who would like to come along is welcome.

Lucas moved to accept all reports under Item 5. Motion carried.

6.0 QUESTION TIME

No questions.

7.0 MOTIONS ON NOTICE

Matthew moved a procedural motion that Motions 7.5, 7.7, 7.9, 7.10, 7.11, 7.12, 7.14, 7.15, 7.16, 7.19, and 7.20 be considered en bloc.

Rob said that he did not consider all of these motions were appropriate together.

Maddie asked when moving motions en bloc do we still get to discuss each item? Barnes said no.

Maddie said she would like to talk about Motion 7.10 separately.

Josh asked that Motions 7.19 and 7.20 be discussed separately as well as 7.12 and 7.14.

A procedural motions was moved to discuss Motions 7.5, 7.7, 7.9, 7.11, 7.15 and 7.16 en bloc. Procedural motion carried.

Lucas moved a procedural motion to move to Motions 7.21 and 7.22. Motion carried. Wayne then moved a procedural motion to bring forward Motion 7.3 for discussion now. Motion carried. Following this, normal procedure resumed.

7.1 That Guild Council approve Guild Finance & Planning Committee's endorsement of the attached Solar Panels Business Case and commit \$100,980.00 from the 2013 capital budget to the profit.

Moved: Cameron Barnes

Seconded: Daniel Stone

Barnes said they had a long discussion regarding this at Finance & Planning. He thanked Dan for all his hard work in getting this up and running. We saw last year at St George's a group that Kelly was involved in managed to get a similar amount approved for solar panels at the St George's roof and in a similar vein we sought to go out and reduce the Guild's environmental footprint. This is a very fiscally responsible proposal because the warranty is for 12 years and the minimum amount of time we have to run it to break even is 12 years. So at the absolute worst case scenario we will break even over the long term and it is likely given that these things often go well into 25 to 30 years we could actually make a significant favourable adjustment on the Guild budget over a long-term period of time. He said it is good for the environment and it is good for our long-term reduction in our energy bill.

Daniel said he wanted to acknowledge and thank the Sustainable Development Division Office and Risk Management because they fronted about \$20,000 to this project to do the analysis to put this business case together.

He said this comes pretty much directly out of the sustainability plan passed unanimously last month. Capital costs come to \$101,000 and that is including the rebate given by the Government. Every year we will save about \$9,500 giving us a 12 year payback period which is covered by the warranty. These things can last for 30 years and over that time the amount of money saved will come to between \$210,000 and \$250,000, so the total amount of profit over the expected life of the project is \$110,000 to \$150,000.

He said each of these has been done quite conservatively so this should really be a worst-case scenario.

Barnes said the inflation is taken into account because it is offset by rising electricity prices in terms of amount.

Matthew asked about net present value? Daniel said that has been looked at.

Daniel said as far as environmental benefits, this will decrease for the future 50 tons of carbon emissions. The solution to climate change as it is being seen mainly is a massive capital investment. This \$100,000 we can see as the Guild's contribution to directly influence that solution.

Strategically next week FDC and the University will meet to determine whether or not they approve our project if it is approved tonight. If this motion is carried tonight then they would be able to say within a fortnight or so whether they approve it. If it is approved then solar panels could be on by December.

Georgina said if they have a life of 30 years, when they have to be replaced does it involved replacing the entire thing and thus cost the same? Daniel said his understanding is that the entire thing is replaced.

Daniel said the primary location would probably be the north face of the refectory roof. They have also looked into the option of having it on the north face of the building.

Sophie asked where is this going to be powering? What precinct etc of the university?

Daniel said specifically the Refectory. The Sustainability Plan does call for another of these to be done and the university is interested in potentially thinking about it.

Barnes said if this is successful we will harness three times more solar

energy than the university currently is.

Julian asked if this money (\$100,000) is going to come from the savings from not having to buy the south building or is it being allocated elsewhere. Barnes said it is coming out of our SSAF capital contribution. Finance & Planning have the position that if this comes out of the \$450,000 that the university has given us as a SSAF capital component it is a good way to sell to the university the idea of giving us a priority share again for next year.

Daniel said this cost involves the solar panels and changing the way the electricity is transmitted. There is no way of getting around these costs unless we wanted to cull the project down from 30 kilowatt to 10 kilowatt. We are working with the university and believe we may be able to talk Western Power into waiving the fee for this. If that was reduced that would reduce the cost by up to \$36,000.

Daniel said it is called a reverse power protection system which means if we were to generate an extra bit of power it wouldn't go back into the system because the system has certain quality controls on it and they don't want us putting extra power back into the system particularly if we have a lot of it. We are essentially trying to say to Western Power that we will never be generating extra power.

An amendment was made to the end word "profit" – it should be "project".

Motion 7.1 put with amendment. **Motion carried unanimously.**

7.2 That Guild Council approve the attached KPI's for the Guild's Managing Director, Wayne Howells.

Moved: Cameron Barnes

Seconded: Maddie Mulholland

Lucas moved a procedural motion to move in camera to discuss this motion.

Motion 7.2 put. **Motion carried.**

7.3 That Guild Council endorse in principle the attached draft operational priorities plan and authorise its release for student and staff consultation. The final OPP will be presented at the September meeting of Council for final approval.

Moved: Cameron Barnes

Seconded: Maddie Mulholland

Barnes said this is a very important document. The Operational Priorities Plan achieves a number of significant goals. The first is to provide a

more cohesive long-term strategic framework for the Guild to operate under which basically means that we understand what our vision and mission are as well as what our key strategic objectives are and how we are going to achieve those objectives in terms of staffing, resourcing, prioritisation etc. He said from an internal perspective he thinks this document is very important.

It is also important for other reasons. For example under the Future Directions paper we have outlined the need to create strategic alignment between the Guild and the University. This Operational Priorities Plan achieves that. He said Tony and he had worked hard on this together to make sure that they looked through the university's Operational Priorities Plan, where the university wanted to achieve success, and wherever the university's goals aligned with our goals. For example improving the quality of the student learning experience. They found ways to align their strategy with that strategy to maximise collaboration and also to provide the university with an indication that the Guild has a serious plan to use the SSAF money given to it, to create as we would like to call it a "World Top 50 student experience".

He said he views this OPP instrumental in negotiating a better deal for us in terms of our SSAF proportion. Last year when he negotiated an extra \$0.25M from the University Executive it was done so on the understanding that the Guild would significantly increase the strategic coherency of its operations and this really achieves that and puts us on a firm footing.

Tony said that this is really bringing everything together in terms of operations, the services we are providing and the University which is a very key step and something that hasn't been fully aligned within the University and the Guild can be quite scattered in a variety of different areas. This document is hopefully going to bring it all together and align us with the University goals. If we are to get into that World Top 50 category the Guild needs to follow suit and support that goal as best we can.

Barnes said in terms of timeframe there was a small error at the bottom of the page where it says "Operational Priorities Plan 2009 to 2013" which needs amendment as we see this as a 2 year document. He said they would like the incoming council and for subsequent incoming councils to approve and endorse the continuation of this plan. It doesn't harp back to specific policy issues but moreover the organisational strategy as a whole.

He said it is important that we can all agree on this and wanted to reiterate the strategic direction, the mission, the vision, and the defining characteristics are all very important. The direction that we have constructed this around is as mentioned earlier so the OPP is constructed to facilitate the Guild's mission, to ensure comprehensive representation and to advance its vision of a World Top 50 student experience at UWA. In terms of defining characteristics, they are inclusive, responsive, committed to equality, resource effective, technological innovative and accountable.

He said he wants this to be something that Council fully embraces in terms of feedback and something that we can reach unanimous consent on. As a result we will do our approval in two steps. This current step is not final endorsement. This current step is in principle approval from Council that we like the current draft and are willing to consult with staff and students of the university and then come back to September Council for a final approved version. So it effectively gives everyone a month to go around and talk to various members of the student community about it and really have a good think about it. He said what he is seeking to get from tonight is - are we heading in the right direction? Are we happy for this to be the draft that we release to the university and students?

Maddie said she appreciates that there are lots of documents and she anticipated that people probably haven't read the OPP in a lot of detail. She asked that everyone goes away and reads it thoroughly and provide any feedback over the next month.

Gemma said that her issue was that a lot of the strategies aren't actually strategies, they are sentences. They don't actually outline any actions.

Barnes said we have gone under a VMO system – so vision, mission, objective, strategy and tactic and each level is more detailed. The strategy layer isn't the most detailed layer. The most detailed layer will be in the implementation schedule which is where we've gone through our tactics.

Tony said the implementation schedule hasn't been circulated at this stage. It is an in-depth secondary document that goes behind the top end of the operation planning. We have just started that process and now it is getting to the point where he will need to start talking to various departments in various areas and saying how do you want to tactfully get this one sentence and turn it into a strategy and how we are actually going to achieve. He said that is where we are coming to now.

Wayne said our overall strategic alignment objective with the University was to use their format and it would be good to get that feedback from the University as well. That is the framework that the University and its key affiliates are using.

Tony said that what you will have is the University with one same format, the Sports Council does the same format and now the Guild will have one with exactly the same format, although almost even more detailed.

Julian asked if we've got something more substantial than the University's?

Tony said yes.

He said once we begin the implementation side of things, that's when you start to add more actions behind it and other things integrating into the actual policy itself including a student life cycle. So it is showing across the various years, the first years, the second years, the third years, the post-grads – how the Guild interacts with those individuals which is something important. As well as fleshing out the defining characteristics, there is an element there that probably could be brought out even further

and illustrated even better through examples and through the services we provide.

Josh said regarding post-grads he has personally been working on some things that would fit into those strategies. He said there is not a lot of detail which would be useful and he would enjoy having some input on the tactics of implementation.

Tony said perhaps one of the options would be for Barnes to put together a list of people who should be involved in it.

Barnes asked who is particularly interested in sitting down and working out the details of the OPP with him. Those interested are Sophie, Luke, Maddie, Tom Henderson, Felix, Josh, Gemma, Rida, Lizzy, Georgina and Judith.

Motion 7.3 put. **Motion carried unanimously.**

- 7.4 That Guild Council approve the release of up to \$0.3M (recognizing that \$0.15M is already committed) from the Guild Capital Budget for the Guild Consolidation Project to proceed, on the condition that the UWA Facilities Management recommended building tender price (due in week one of September 2013) maintains the total project cost forecast within the total approved project budget of \$1.45M. (It is noted that \$1M of project funding is sourced via the University).**

Moved: Cameron Barnes

Seconded: Rob Purdew

Barnes said this is something that we have worked really hard on. We have already approved a few motions setting up the negotiations process, the process to actually get our documents drawn up and the detailed design phase. We are now at that final point where construction is within sight in October. It is simply a matter of us approving the tender documents which is the big final decision for us to make.

He said something that he was very pleased to announce is regarding a significant cost which was a concern with this project being the buyback of the south wing which the university was going to charge \$1.5M. In the hope of potentially negotiating that over a 5 year period we originally budgeted \$300,000 in the capital expenditure line item and it was a suggestion of Matthew's to negotiate it over a longer period of time. He said he has negotiated for that entire fee to be waived so we will not pay a cent for the south wing.

What that effectively means now is that the only costs we have to worry about from a capital budget perspective are the costs of construction. So the approved budget of \$1.45M is largely covered by that BURF grant which requires us to then release a further \$0.3M on top of the existing commitment that we have made for \$0.15M.

Wayne said that we are poised at that point where the tender evaluation is scheduled to be finished on Friday at FM. He said not working in FM

and not being able to control the process can be a little frustrating but these are the schedules that he has been told. In the early part of next week it will be approved by a member of the Executive and at that point we will get a formal preferred builder and the final price, then we can proceed.

He said this motion just facilitates the timing and the project has gone through various checkpoints and all the way along it has been approved – the designing, the funding, etc – this is corralled on the condition that basically the tender results come and drop into the project budget and are under budget. This motion will not apply if we go above budget. If that happens it will have to come back to Council to be discussed.

He said he will let Council know as soon as we are advised of costings but this motion assumes that we will proceed.

Barnes said he wanted to clarify some of the wording. He apologised for referring to it as the “Master Plan Motion”. One of the things we have done is to split what was originally called the “Master Plan” into a range of different distinct processes. This consolidation is basically the act of taking catering, admin on first floor, east wing and admin office on first floor, south wing and consolidating all three points into just the south wing with largely open plan offices that use the space more efficiently and productively. What that will then do is release the first floor of the east wing for club facilities. Once that has been opened up for club facilities we can then proceed with the next stage of the plan which is what we are now calling the “Master Plan”.

Wayne said we will run the Master Plan and then we will have another project borne out of it. This is the first birth of the first Master Plan and we will do another planning process and will then name another project, such as student club rooms or facilities project, or such.

Aiden asked what is the \$300,000 committed to? Barnes said what we are effectively releasing is the tender, so the \$1.45M budget is what we are approving. Of that \$1.45M, \$1M has been committed by the University, \$0.15M has already been committed so what we are effectively approving is the whole budget in its entirety but that only requires us to commit \$0.3M.

Aiden said at some point we chose to commit \$0.15M, why not the whole amount? Did we think the budgeted amount wasn't going to be as high as \$1.45M? Wayne said we always had a budget target and then the funds released are progressively approved. Firstly we approved \$30,000 to appoint a project manager, then we approved another sum to appoint architects to develop concept and designing. Then we got to detailed designing when we approved another sum. So all of that progression over about a year and a half has cumulated costs for normal preparation, design, etc. of \$1.45M. The \$300,000 and the \$1M is the construction phase.

Matt asked if the \$1M was the BURF grant? Wayne said it was.

Aiden asked if the university has based any conditions on the waiver?

Barnes said at this stage no but he understands that it will become a part of our new Guild relationship agreement which will obviously have to iron out certain obligations in terms of who has responsibility for maintenance and so forth, but so far from the indication he has received from the university is that it is just a change in the status quo in the terms of our maintenance obligations. We have gained the rights to use that floor, without paying for it.

Barnes said that we went to the university to negotiate the waiver of the fee and the justification we were taking to the university is that under the way they are perceiving property rights at this university, we wanted to get a waiver of that \$1.45M on the basis that we didn't think they actually had the grounds to charge us and we pressed hard and eventually got there under the guise of creating a new Guild relationship agreement. This relationship agreement will in a practical sense reinforce the status quo but we haven't yet signed this new agreement. He said what he is saying to them is that he needs to take this to approval from Council. As soon as they vacate the south wing the Guild is obliged to pay the \$1.5M fee. He said he wanted some form of memorandum in writing from the university executive telling him the Guild will not have to pay this \$1.5M fee and that is what he has received.

Motion 7.4 put. **Motion carried.**

For: Maddie Mulholland, Sophie Liley, Luke Rodman, Valentina Barron, Tom Henderson, Rob Purdew, Georgina Carr, Laura Smith, Judith Carr, Joshua Bamford, Rida Ahmed, Rajdeep Singh, Lizzy O'Shea, Cameron Barnes, Lucas Tan.

Abstaining: None.

Against: Julian Rapattoni, Aiden Depiazzi (for Cameron Payne).

7.5 That Guild Council endorse the Guild Safety Manual dated July 2013.

Moved: *Cameron Barnes*

Seconded: *Maddie Mulholland*

Motion 7.5 put. **Motion carried en bloc unanimously.**

7.6 That Guild Council endorse the allocation of \$202,000 from the approved Capital Budget to implement the Tavern Refurbishment project starting in November 2013.

Moved: *Judith Carr*

Seconded: *Robert Purdew*

Judith said all the plans were approved last year and it hasn't really changed. The main thing is it didn't happen over the summer holidays because by the time it got to the point where it was ready to go. But the risk that the Tavern couldn't open on O-Day was too high to be worth taking and there wasn't really too much loss in delaying it. The idea is that now the plan is all ready to go and they could start work as soon as

the Tavern closes and they would have the whole entirety of the summer holidays to make sure it is all done in good time and within budget as there won't be a big rush to try to get things done.

Motion 7.6 put. **Motion carried unanimously.**

7.7 That Guild Council endorse the 2013 Annual Report.

Moved: Cameron Barnes

Seconded: Maddie Mulholland

Motion 7.7 put. **Motion carried en bloc unanimously.**

Barnes said he wanted to give an extra thank you to Maddie who worked very hard to get the Annual Report done.

7.8 That Guild Council re-iterates and codifies the longstanding rule that no member of Guild Council is authorised to represent the UWA Student Guild to the media, the University or external parties, without the express permission of Guild Council or the Guild President. Furthermore, Guild Council reiterates that if Councilors wish to speak to the media about student issues without the permission of Council or the President, they may not do so in their capacity as a representative of Guild Council.

Moved: Cameron Barnes

Seconded: Maddie Mulholland

Barnes said this is to emphasis what has been a long held convention but as was pointed out, it actually hasn't been clarified. He said it has always been a long held practice that Guild councillors do not speak for Guild Council on their own. They speak either through the Chair of Council in relation to motions that have been passed or through the President of the Executive. He said there were some issues last year where people spoke in the media and the idea of this motion is to re-iterate that long standing principle.

He said he has consulted senior staff on this, in particular the Managing Director and Tony Goodman, Director of Corporate Student Services who has a background in this area. They informed him that it is pretty standard not only in other student unions and guilds but also in most corporate bodies that you don't have anyone on the Board being able to speak for the Board.

Aiden said he was confused at the wording of re-iterating a rule when a rule doesn't actually exist.

Barnes said it depends on whether you call it a rule or convention or whatever. He said every staff member was 100% sure we had a rule and in the induction to Council all new members were told there was a rule

that only the Guild President speaks for the Guild. This is actually an informal rule. It was in the Guild Policy Book for a long time but was somehow taken out over a period of time.

Barnes said it is something that we need to explicitly remind people about as we have had some issues this year.

Aiden said he felt the motion should be amended because this is not actually a rule. Barnes said the motion could be amended to say:

“That Guild Council re-iterates the longstanding convention and decides to put into the policy book the rule that no member of Guild Council is authorised to represent the UWA Student Guild to the media, the University or external parties, without the express permission of Guild Council or the Guild President. Furthermore, Guild Council reiterates that if Councilors wish to speak to the media about student issues without the permission of Council or the President, they may not do so in their capacity as a representative of Guild Council.”

Matthew said he is fairly certain that there is a regulation which is worded very similar to this. If there is a regulation there is no reason for this motion. If it is not a regulation, perhaps we should do this rather than make it a policy.

Josh said it could be made a rule that would be included in the Guild Statutes Book and thus is enforceable by Discipline Committee and this Council can do that at any time.

Aiden suggested that more thought be put into the wording before this motion is put to vote. “Student issues” is an ambiguous term.

Barnes gave an example of say Judith goes to the “Western Suburbs Weekly” and says that housing is a really big problem for students and she is very passionate about doing something to fix it, that would be totally okay. However if she says words to the effect of “I’m a Guild Councillor and I am here to do more about housing because I believe it is a big issue for the Guild” then that is a problem because she is speaking on behalf of the Guild.

Matthew said if he was the Ed Council president and talking at a lecture bash and was saying words to the effect of “on Guild Council I want to do something about housing as it is a real issue” then that wouldn’t be allowed and he considers it should be as you are speaking for yourself and not saying “it is the position of the Guild”.

Barnes said in terms of asking where did the wording come from, it came from a meeting that he had with a number of different staff he had consulted. They all said it was a straight forward wording, it needed to be in a capacity as a representative of Guild Council, and apparently the information he received was that was the wording used last year to make the distinction with what two councillors did when they went and spoke to media as guild councilors.

He said he appreciates suggestions of rewording but this was sent out 7

days ago and if people have an issue with wording they need to bring it up with him before the meeting and not at the meeting.

Owen proposed a compromise between the two positions. He said obviously we do need to lock this down now and have it as something that is in place now but he also agreed with Matt that the wording should be right on this and should be very clear what the limits of the rule are and where the line is. He proposed a compromise position where we pass a motion tonight as an interim measure and then direct Statutes or whichever Committee would be involved with that to put a motion forward for next Council meeting where they could pass it and bring it into the Statutes Book or the Rule Book or wherever it should go.

Barnes suggested it be reworded to say:

“That Guild Council re-iterates the longstanding convention that no member of Guild Council is authorised to represent the UWA Student Guild to the media, the University or external parties, without the express permission of Guild Council or the Guild President, and direct Statutes to compile a detailed media policy for approval at the next Council meeting. Furthermore, Guild Council reiterates that if Councillors wish to speak to the media about student issues without the permission of Council or the President, they may not do so in their capacity as a representative of Guild Council.”

Matthew said the motion really needs to say specifically where the line is going to be drawn as to what is acceptable and what is not acceptable.

Tom said he thinks the difference is in regard to positioning. If you are positioning yourself as being a member of Guild Council rather than a student, that's where you can draw the line.

Matthew said he was planning to write something for a blog interstate saying that he was the ex-President of the UWA Student Guild talking about a tertiary education issue and under this wording he does not believe he would be able to do that.

Barnes said it is fairly simple. If you go to the media and talk to a member of the established media, e.g. TV station, newspaper, etc and do an interview with a journalist and you do it as a member of Guild Council and your comment gets attributed to you as a Guild Councillor then that is not acceptable. If you do it and don't bring up the fact that you are a member of Council and do it as a private individual then that is totally fine.

Barnes asked Matthew in terms of the wording when he addressed the problem last year how did he make the distinction. Matthew said he used the Regulation which he doesn't have to hand and can't remember what it said.

Barnes proposed to amend the wording to say:

“That Guild Council re-iterates the longstanding convention that no member of Guild Council is authorised to represent the UWA Student Guild to the established media, the University or external parties, without the express permission of Guild Council or the Guild President. Furthermore, Guild Council reiterates that if Councilors wish to speak to

the media about student issues without the permission of Council or the President, they may not do so in their capacity as a representative of Guild Council. Furthermore Statutes Committee will develop a further set of guidelines to assist Council in following these rules and those guidelines will form part of the Guild Statute Book”.

Motion was put. **Motion 7.8 was carried as amended.**

For: Lizzy O’Shea, Rajdeep Singh, Rida Ahmed, Joshua Bamford, Judith Carr, Owen Myles (for Laura Smith), Georgina Carr, Rob Purdew, Tom Henderson, Valentina Barron, Luke Rodman, Annie Lei, Maddie Mulholland, Lucas Tan, Cameron Barnes.

Abstaining: Julian Rapattoni, Aiden Depiazzi (for Cameron Payne).

Against: None.

- 7.9 That Guild Council approve a start--up budget for the Mature Age Student’s Association (MASA) of \$1,500, to run three tentative events for Semester 2, 2013.**

Moved: Annie Lei

Seconded: Gemma Bothe

Motion 7.9 put. **Motion carried en bloc unanimously.**

- 7.10 That Guild Council approve a budget variation of \$6,000 + superannuation, for the purpose of employing three student interns in the areas of Design, IT and Research.**

Moved: Maddie Hulholland

Seconded: Cameron Barnes

Maddie said one of the Guild 100 Goals this year was to employ more students. We currently have lots more students but we want to go into a more hands-on involvement in the organisation rather than working in catering, etc. that isn’t political, so student internships is what we have decided to do. We do need support in these areas and really want to employ students to do it.

She said she has met with Jenny the HR Officer, and Barnes and herself have decided where they need the help and Jenny has spoken to the directors from the various sections who have agreed to mentor these students so that it is like a proper internship. The amounts in the spreadsheet which has been circulated are possibilities. She said she needs to go back and nut out which level we want to be on so what she would like to do is to approve the \$6,000.00 + superannuation with the expectation that it is actually not going to cost that much.

Barnes said this is a very good way of getting students a bit more involved in the Guild in a non-representative fashion. It will be run out of HR.

Owen asked is there any estimate on how much the superannuation will be? Maddie said superannuation is approximately 9% and the \$6,000

also covers the provision of any equipment, e.g. a Mac computer for Design.

Luke asked what if they don't work out. Maddie said the internship is for 2 days a week for 5 weeks so they will be put on a specific project and managed through the project. There will be applications for the positions and once selected they will be managed so we hope to have a positive experience coming out of this.

Julian asked has the amount of extra work that that the people mentoring the students been factored into the pays. Maddie said there has been nothing factored into the pays of the mentors and they have all agreed to put aside the time.

Julian asked who are going to be the mentors. Maddie said Alex in Design, and Tony for IT and Research.

Motion 7.10 put. **Motion carried unanimously.**

7.11 That Guild Council adopt the Tenancy Allocation Policy and that the policy be added to the Guild Statutes Book.

Moved: Laura Smith

Seconded: Maddie Mulholland

Motion 7.11 put. **Motion carried en bloc unanimously.**

7.12 That Guild Council approve the changes to ISS Constitution, as endorsed by Statutes Committee.

Moved: Felix Lim

Seconded: Lucas Tan

Felix said when he first took over as ISS Director this year and when he first looked at the ISS Constitution, to his horror, the Table of Contents do not tally with what is in the Constitution. First of all the main objective is the removal of Section 7.7 of the Guild Regs. Second is to align the ISS Constitution to the current ISS structure and tidy up the format.

He said the main point is that they are restructuring the ISS Committee so they are going to collapse the Sports Secretary role to the Social Secretary. The Social Secretary will be in charge of both assisting the Deputy Social Director and organize a sports event every semester.

He said there are some changes of titles. They are changing from Deputy Director MCW to MCW Managing Director and MCW Treasurer to MCW Finance Director and MCW Secretary to MCW Operations Director because we are always looking for corporate sponsors, such as Lottery West. The titles are to be changed to suit the corporate look.

There is insertion of a new section for ordinary committee members. We do actually appoint ordinary committee members at the start of the year

so this is to make sure that any new international students have a chance to get on board with what ISS is doing. This is just a true reflection of what they have been doing over the last few years and they thought it would be good to reflect it in the Constitution this year.

Regarding Section 9 they are going to truly upline and reflect the conduct of ISS elections. He said usually ISS elections are held before the AGM but they have come to a consensus where they have decided that they should be held during the AGM. He said he has looked at quite a few of the Election Regs such as the PSA and Blackstone, tailoring them to ISS.

Lucas said Felix has been in consultation with Statutes as well as Barnes and Wayne regarding this.

Felix said Section 4 has been added to reflect the establishment of ISC and they have outlined the current voting rights and proxies for ISC. He said in the last IAC meeting they moved a motion and they have to outline who has the voting right and who can proxy for the future ISC's.

Motion 7.12 put. **Motion carried unanimously.**

7.13 That Guild Council endorse the attached Inclusive Events Strategy.

Moved: Cameron Fitzgerald

Seconded: Laura Smith

Fitzgerald said that at the last Council meeting Josh and himself put forward a draft of a alcohol in moderation strategy and Owen had told them he was working on an Inclusive Events Strategy at the same time, so they have put them together. Since then Josh has secured about \$1,200 sponsorship from Hello Sunday Morning. \$200 for poster printing and \$1,000 for a prize pool for a new Best Inclusive Event Award. He said this document doesn't actually force anything upon clubs events, it just outlines some guidelines for what they can choose to follow to be eligible to win this award and makes some recommendations for stuff that we can move forward with like putting in cement in the future.

Owen said that there are a few things that they have already started doing. He said there is certainly a market amongst clubs and students on campus for good quality inclusive events and hopefully this will produce that.

Aiden asked is there anything binding with this strategy? Fitzgerald said it wasn't.

Aiden said there is a couple of issues he would have. One is that a lot of the things in the strategy would add significant cost to an event, such as providing two kinds of minority group friendly foods. He said he doubts that a lot of clubs would be eager to take up all those recommendations given the fact that the cost added to running an event to bring it in line with these guidelines could potentially outweigh what benefit they would get.

Fitzgerald said he realizes that some of these measures may not be universally accepted. Some clubs may not particularly want to do some of these things and that is why it is important that in this strategy they have outlined some measures as to how it will support the clubs that do. A \$500 award is the first place prize for the inclusive event is equal to the best club award so that would outweigh the extra costs.

He said for a lot of clubs he felt that the advantages would outweigh the costs in implementing these kinds of strategies because they would be able to encourage more people to attend their events. He said he knows a significant number of people on campus who choose not to attend university events because they all end up turning into the same sort of booze up that doesn't work for them and they want more options. This is essentially encouraging clubs to give more options.

Aiden said that setting out too many guidelines would make it almost impossible for small clubs to take them up.

Matthew said it is a great idea but you need to be very pragmatic about it. If there is an issue on campus where there aren't enough events which are inclusive maybe it is not a very good idea to be hugely restrictive about what the requirements are for an inclusive event. Maybe it is a better idea to try and make it easier initially if the guidelines aren't as burdensome. We want to try to get as many clubs involved as possible and we want to make sure that it is not too regulatory heavy so that they get discouraged.

Owen said he sees the guidelines as just that – guidelines. They don't expect every single club to institute every single one of these policies but the more that they can do and the more that they can show that they are inclusive, the more likely they are going to win those awards or get the benefits from it. He said he doesn't think that smaller clubs would find this harder because smaller clubs have a greater incentive which is his experience as President of a small club.

Josh said the point behind these guidelines is they are not strict rules and it comes down to the selection panel which will include someone from Hello Sunday Morning. He said the bar has been set high because they want people to aim for these strategies but if that is not realistic then that needs to be taken into account.

Maddie said she wanted to clarify that this is suggestions for how you can run a really good inclusive event and will probably be considered in the Best Inclusive Event Award. Clubs have the option of whether or not they take it up and if they do all the information is there and if they choose not to, that is not a problem. They are just not eligible for that prize. It is just a value-adding thing for people who do want to run those inclusive events so that they have all the information they need.

Matthew said he supported the view to change the wording to "recommendations". Fitzgerald said he would amend the motion to read "recommendations".

Motion 7.13 put. **Motion carried as amended unanimously.**

7.14 That Guild Council endorse the attached Security Future Directions.

Moved: Felix Lim

Seconded: Cameron Barnes

Felix said during the first ISC, the issue of Security of campus was raised. So Barnes, Gemma, Annie and himself came together and talked to quite a lot of people – UWA Security, City of Subiaco and they came up with some short term and long term initiatives they feel that they can achieve.

The short term initiatives include running a security awareness campaign, and having the residential advisors to undergo a training programme with the UWA Security team. This is to make sure that they are aware of the necessary incident reporting procedures. It is a simple thing whereby the Guild encourages lectures and libraries to help promote the security measures in place. If you are ever going home afterhours and you feel unsafe, please contact UWA Security in advance.

Long term initiatives include a Neighbourhood Watch group which should consist of students and staff from UWA Subiaco Council who said that Neighbourhood Watch which is an initiative by the Government has been scrapped for now but they are very happy to have a student-run neighbourhood watch group in place.

The next one is UWA Security can send patrols into areas of the UWA surroundings and this to include winter and summer breaks when international students vacate their houses.

Another one which may be controversial is the creation of a new position in the Guild of a security officer that can handle the neighbourhood watch group if that is a success.

The last one is for the Guild to incorporate security awareness into the Link Week which is in the third week of Semester One whereby we inform the new freshers of the programmes around on campus.

Barnes thanked Felix for putting in so much hard work and creating a new strategy which is in line with future directions and he is looking forward to seeing the policy enacted.

Motion 7.14 put. **Motion carried unanimously.**

7.15 That Guild Council approve the amended busking Policy, to replace the existing Busking Policy in the Guild Statues Book.

Moved: Josh Bamford

Seconded:

Motion 7.15 put. **Motion carried en bloc unanimously.**

- 7.16 That Guild Council authorise the creation of a new standing committee, the “Guild Volunteering Committee”, with the rules, structure and objects as set out in the attached document.**

Moved: Cameron Barnes

Seconded:

Motion 7.16 put. **Motion carried en bloc unanimously.**

- 7.17 That Guild Council endorse the new transition policy, attached, to be implemented immediately.**

Moved: Cameron Barnes

Seconded: Tom Henderson

Barnes said when he negotiated with the university in December to get more SSAF funding he made a number of commitments to them and this was one of them.

The university has found that over the last several years there is a bit of volatile change in each Guild. Each Guild almost starts again from scratch and he thinks it is very important to have a long-term strategy about as an organization how we manage the transition process from the time that a new President is elected all the way through to 1 December. He said he has always been very adamant that as a Guild Council up until September we should work really hard to get our goals and our commitments achieved and then in the October and November months the focus should be largely on preparing our successors to govern the Guild the next year, and this strategy very much achieves that.

He said there are fundamentally four sections to it. The first section is relatively straight forward, it is on records management. At the moment we are in a little bit of hot water with the Department of Records Management over the way that we maintain our files particularly from a student representative point of view. One of the things this establishes is a proper briefing for council on what their obligations are as far as the Records Management Act and what we need to do to actually comply with various government requirements on records management. This is just things like maintaining a proper filing system for your email inbox and not deleting anything.

The second section is all about training so one of the things that came out of the mid-year review that was chaired by Lucas was that councillors want more training particularly on accounting matters and governance matters. One of the things that he has suggested is a much more thoroughly constructed training program for councilors that includes accounting for non-accountants and what our obligations are as corporate directors.

The third section is then on preparation for particularly the new team and the new President which involves briefing from the outgoing President, and meetings with the staff members.

The final section is just a bit of a checking balance so the Managing Director will not only have the full authority to oversee the transition process but will also provide at the end of the process a report to council that very frankly assesses how well the procedure has been complied with. If council doesn't do the right thing there is a report on record that says they didn't do the right thing.

Matthew said he would have loved this when he took over as President. He didn't get any information or financial documents until he had actually started so he thinks this is a tremendous idea and he endorses it. He asked is it clear that staff in the Guild take direction from the sitting council rather than incoming council?

Barnes said he hasn't explicitly stated that but every bit of authority or process outlined has been quite descriptive in talking about information so there is nothing that relates to any kind of decision making with the exception of saying that outgoing Guild representatives should really be consulting with incoming office bearers or student representatives on any major decisions that will affect their term. A classic example might be if a significant education issue comes up and it is October the Ed Council President should really let the incoming Ed Council President know what is going on.

Barnes said the authorisation of the Managing Director is not necessarily to do anything relating to decision-making but it is to ensure compliance with the policy that is set out. He said that he doesn't have any concerns that would be in that situation where staff would be making decisions based on an incoming council.

Motion 7.17 put. **Motion carried.**

For: Rajdeep Singh, Annie Lei, Lucas Tan, Luke Rodman, Rida Ahmed, Maddie Mulholland, Julian Rapattoni, Georgina Carr, Joshua Bamford, Lizzy O'Shea, Judith Carr, Cameron Barnes, Robert Purdew, Tom Henderson, Laura Smith, Valentina Barron and Sophie Liley.

Abstaining: Aiden Depiazzi (for Cameron Payne).

Against: None.

7.18 That Guild Council approve the Catering Policy Schedule.

Moved: *Robert Purdew*

Seconded: *Annie Lei*

Rob said the general gist of this document is to follow up on a lot of the catering directions we have done this year and this gives a policy guide to the catering staff to let them know what Guild Council wants from them in terms of where their priorities lie.

He said that Guild Catering operate a profitable business subject to the limitations within the document and within the document there are a number of things like welfare policy, such as having microwaves and hot water etc for free.

Motion 7.18 put. **Motion carried.**

For: Rajdeep Singh, Annie Lei, Lucas Tan, Luke Rodman, Rida Ahmed, Maddie Mulholland, Georgina Carr, Joshua Bamford, Lizzy O'Shea, Judith Carr, Cameron Barnes, Robert Purdew, Tom Henderson, Laura Smith, Valentina Barron and Sophie Liley.

Abstaining: Julian Rapattoni, Aiden Depiazzi (for Cameron Payne).

Against: None.

- 7.19 That Guild Council accept the PSA Election Regulations, as per the attachment, for inclusion in the Guild Statute Book.**

Moved: Gemma Bothe

Seconded: Josh Bamford

Motion 7.19 put. **Motion carried en bloc unanimously.**

- 7.20 That Guild Council accept the amended PSA constitution as per the attachment, for inclusion in the Guild Statute Book.**

Moved: Gemma Bothe

Seconded: Josh Bamford

Gemma said that PSA did not have set election regulations before this document apart from some things in the Constitution. This is based on Blackstone's in addition to what was already in the Constitution and with the changes to the PSA Constitution it is a slight change in committee structure to now have BP course work and BP research. Previously there was one BP and a course work officer. This moves the course work officer into a BP course work position. She said there is an off-campus officer because there are a lot of external students. There are a few slight changes to include consultation with the Guild.

Josh said it is broadly in line with some of the operational plan of getting post-grads more involved in Ed Council.

Gemma said there are a few points in there that don't line up with Guild Regulations and they will be included provided that Guild Regulations change in relation to including PSA Fac-Reps on Ed Council.

Josh said all the changes are highlighted in the document. There has been a very substantial consultation with Statutes. He has been working with Gemma on this for most of the year.

Motions 7.19 and 7.20 were put en bloc. **Motions carried unanimously.**

- 7.21 That Guild Council change the regulation 4.12.2 of the Guild Regulations to state "One of the officer positions must be preferenced to a non cisgendered male".**

Moved: Avory Allen

Seconded: Joshua Bamford

Avory said that cisgendered means someone who is not trans-gender, it is someone who identified with the gender they were assigned at birth, so non-cisgendered is not identified with that. This motion opens it up to trans-gender men and non-gendered people.

Josh said this was discussed at Statutes because the procedure for amending Guild regulations is a fairly long and drawn out one. Statutes Committee is undergoing a large-scale review of the Guild regulations made under Statute 20 which they will compile, take to this Council and then take to the University Senate. He proposed to change the wording of 7.21 to be:

“On the advice of the Queer Department this Council direct the Statutes Committee to amend regulation 4.12.2 to be: “One of the officer positions must be preferenced to a non-cisgendered male in the scheduled revision of the Guild Regulations made under Statute 20.”

He said we don't have any queer identifying members on Statutes Committee so it is entirely appropriate to take Avory's advice on how to revise this.

Julian asked if you would have to add in that the other position be a non-cisgendered female.

Sophie said she is for opening the positions up to non-cisgendered persons but the problem she has is that if you preference the position to a non-cisgendered male then what if you have a cisgendered male who has a queer sexual orientation, if that could mean they would be left out?

She said that she thinks it should be reworded to “non-cisgendered person” and not “non-cisgendered male” so it is not specifically male or female.

Lizzie said that she is on Statutes and when they were looking at the Reg review before they had even spoken to the Queer Department they were saying they were wanting to look into changing this and to consult the Queer Department on it. She said what Avory has suggested is basically what any other Guild or SRC she has spoken to over East does.

Avory said this is the wording that is used in all the National Queer Collaboration and the term “preferenced” was included because sometimes they don't have enough people who are female identifying currently running.

Sophie asked does it mean that this will take the place of having to have a female on that committee because theoretically a non-

cisgendered male might identify as a female? Avory said yes.

Owen asked what is the current wording? Josh said that it says there should be one female-identifying officer.

Motion 7.21 put. **Motion passed unanimously as amended.**

- 7.22 That Guild Council create a regulation 4.12.4 for the Guild Regulations that will state “There will be a limit of two official Queer Officers at any time”.**

Moved: Avory Allen

Seconded: Joshua Bamford

Josh moved this motion to be amended to state: *“On the advice of the Queer Department this Council direct the Statues Committee to add Regulation 4.12.3: ‘There will be a limit of two official Queer Officers at any time’ to the scheduled revisions of the Guild Regulations made under Statute 20.”*

Motion 7.22 put. **Motion passed unanimously as amended.**

- 7.23 That Guild Council amend Standing Order 27 to: All motions minutes reports and attached supporting documentation for consideration at formal meetings of the Guild Council must be submitted to the Guild Secretary at least 7 days prior to the meeting who must then circulate them to Council within a period of 48 hours.**

Moved: Joshua Bamford

Seconded: Maddie Mulholland

Josh moved a motion from the floor to amend the standing orders.

Maddie said sometimes it is not possible to circulate them within 48 hours. She said she tries to get them out as soon as she receives them but sometimes they are not received in time.

Matthew said that Council should have access to this 7 days prior to the meeting and he was not comfortable with the 48 hour wording.

Josh said he thinks it is good for the Secretary to have a buffer period in which to collate reports, etc, particularly when people are often late with their reports and it does take time to compile into a PDF and send it out. It is unreasonable to expect the Secretary to immediately send things out as soon as received and the notice requirement can't be the same for receiving it as sending it out.

Maddie said that it was practice last year that if something was received

after the date then it was up to the Secretary to circulate it. She said she circulates everything so it is not coming from various sources and she has been trying to update everything and provide everyone with full agenda packs every time she gets something new to avoid confusion.

Tom asked is there a discrepancy between reports and motions? He thinks this has gotten muddled somewhat. Reports have always been quite difficult with people last year often circulating them at the meeting which hasn't happened as much this year. He said he thinks we need to differentiate between reports and say "motions" because they are two totally different things.

Matthew said he was only talking about motions. He said with reports, etc he wouldn't expect Maddie to have to put together everyone's report.

Maddie said she agreed. She said she often receives requests for an extension because people simply are not going to have the motion attachments ready because they have Statutes meetings on the Friday and they can't put the meeting forward, so extensions need to be granted so the material still does get to Councillors and we can still consider the motion. She said she needs direction as to whether to grant extensions or not.

Aiden said he thinks if you receive a motion and then do not receive the attachment until 2 days before the meeting you should consider the motion to be invalid or incomplete and if the attachment is not received within the 7 day period then the motion will have to be put to the next Council meeting. So a motion is only seen to be valid or complete when it has all its attachments as well.

Matthew said it might be a good idea to receive motions and rather than grant extensions, to circulate the motion, stating that it has been received late, and then have a vote of Council on it whether or not to allow an extension.

Josh said previously Standing Order 27 did not include "the attached supporting documentation" so the requirement was that motions minutes and reports had to be submitted to the Secretary 7 days prior. He said the proposed Standing Order is to clarify that supporting documentation needs to be included with the motions and if that documentation is not there prior to the deadline then the motion should be either deferred to the next Council meeting or it could be considered as urgent business.

Barnes said that there has not been any issue with Maddie sending out motions as soon as she gets them as she always does this the same day. The issue is with attachments going out late and reports going out late and Maddie having to send out 4 or 5 different emails, each of which with the latest updated edition of the formats. He said this is not an issue of trying to give the Secretary deadlines, it is an issue of trying to give everyone else deadlines because Maddie does a great job. If we simply change the Standing Order to include attachments that should be enough. He said this has been a loophole in the past as people can forward their

motions and then send the attachments later and we need to close the loophole so that the attachments have to be sent at the same time as the motion.

Julian said in the Senate Standing Orders it says “must be delivered or transmitted at least 5 days before the day of the meeting” so the 48 hours from the 7 days of receipt by the Secretary is correct.

Lucas moved a procedural motion to waive notice requirements for this. Motion carried.

Motion 7.23 put. **Motion carried.**

For: Rajdeep Singh, Annie Lei, Lucas Tan, Luke Rodman, Rida Ahmed, Maddie Mulholland, Julian Rapattoni, Georgina Carr, Joshua Bamford, Lizzy O’Shea, Judith Carr, Cameron Barnes, Robert Purdew, Tom Henderson, Laura Smith, Valentina Barron, Sophie Liley and Aiden Depiazzi (for Cameron Payne).

Abstaining: Owen Myles (for Laura Smith)

Against: None.

8.0 GENERAL BUSINESS

8.1 Guild Centenary Committee Report

Josh said the Centenary Committee book has been published and launched. It is \$20.00 through the Co-op, UWA Publishing or Campus News and Gifts. He said they are still looking for items for the time capsule and they are also discussing the possibilities of awarding honorary life membership which hasn’t been done for the past 10 years or so.

He said they are going to form a working party and if anyone is interested in becoming part of this to let him know.

8.2 MASA Welcome Launch – 3 September

Annie said she has set up the Mature Aged Students Association over the holidays. There are four committee members and they are having their first event for the whole semester next Tuesday in the student board room above the ref at 11.45am. She asked whether anyone is going to be free to help out to set up or mingle with mature aged students, etc. Annie said she has about 40 RSVP’s already which is very good.

8.3 V5 UTP Exchange Visit – 16 September

Annie said the Malaysian University is organising an exchange visit to UWA on Monday 16 September and they are going to be around campus. They really want to mingle with Guild members as they have a Guild equivalent over there and they are coming into UWA to visit and see how we are run, our roles, etc.

8.4 Albany Report – Lizzy O’Shea

Lizzy said she had been down to Albany and it was great to meet the people in person. She said she has been liaising with Darcy about their accounts and they have full access to their accounts now. They had some problems because of changeover of their committee. They have recently bought a fridge, a TV, a microwave and a kettle and they have said more people are now using the facilities. She said that the co-ordinator she had put them in touch with has actually gone down to Albany today and they are happy to have another visit, so all up campus engagement with Albany is going very well.

Julian said earlier on when Wayne was doing his report he touched on the fact that the Managing Director and Guild staff aren’t directed by Council and he thinks it is very strange when that happens. He said he is based at the hospital and one of the main places that they go is the Dent café and one of the motions that was passed last year was to name the Dentistry Café the Siamak Saberi Kiosk which hasn’t been done. No policy has been passed in the interim to change the name - it has been named after two lecturers in the Dentistry School. He said he feels it is very inappropriate that a Guild of Undergraduates is naming it after staff members. He is not sure whether this was a decision made by the Managing Director or by the Executive.

Luke said this was a vote amongst the dental students, a tender was put out to the dental students and they received names that went to the Committee. The Committee finalised the names and the vote was done by majority.

Julian said that the Guild has a policy that is not overridden by a student vote.

Barnes said in that debate he had gone through the minutes and the wording of the motion was quite unclear. It had said that the new dentistry kiosk shall be known as the Siamak Saberi Kiosk and in the debate it was raised by some people as to whether that will actually be the name of the café. It was clarified by the mover that would not be the name of the café.

Tom said there was a lot of discussion at that meeting and he believes what came out at the very end was that he was going to have a plaque at the back of the café with his name on it and this was not going to be the actual name of the café.

Matthew said the motion was pretty clear and he was surprised that it was changed without this Council actually making a decision on it.

Barnes said it was put forward and some people said is it appropriate to name a café after a current member of council? And the response was that the motion was not to name the café after him, it was just to acknowledge his work. He said he remembers Ben saying it was an informal acknowledgment. He said at no stage has there been any policy change in relation to that matter. It is simply that Council had not decided on a name for the Dentistry Kiosk and that name was selected by dental students. He said he is happy to discuss this with anyone who has an issue with this.

Matthew said the issue is just that Council is a Board of Directors and we have to review these sorts of decisions. He is happy to discuss this afterwards.

9.0 CLOSE / NEXT MEETING

Next meeting will be held on Wednesday 25th September 2013 at 6pm. Please contact the Guild Secretary (secretary@guild.uwa.edu.au) with any apologies or proxies.

All office bearers and department officers will be available at 5.30pm immediately prior to the meeting.

If unable to attend, please advise which dates you are available to reschedule if a quorum cannot be met.