

1.0 WELCOME AND OPENING

Barnes moved a procedural motion that Tom Henderson chair the meeting. Motion carried.

Tom Henderson 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; Luke Rodman; Rida Ahmed; Madelene Mulholland; Georgina Carr; Joshua Bamford; Lizzy O'Shea; Judith Carr; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith; Sophie Liley; Daniel Stone; Gemma Bothe; Matthew Mckenzie.

1.2 Apologies:

Annie Lei (Vice President); Lucas Tan (Council Chair); Julian Rapattoni (Councillor); Cameron Payne (Councillor); Dumi Mashinini (Councillor); Valentina Barron (PAC President); Cameron Fitzgerald (Welfare Officer); Kelly Fitzsimmons (Sports Representative); Felix Lim (ISS Officer); Simon Thuijs (RSD President).

1.3 Proxies:

Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Francois Schiefler for Julian Rapattoni; Matthew Mckenzie for Cameron Payne; Daniel Searson for Dumi Machinini; Tom Beyer for Valentina Barron.

All attendance, apologies and proxies unanimously approved by procedural motion.

2.0 BUSINESS ARISING FROM PREVIOUS MINUTES

2.1 Guild Council Meeting – First Meeting of the 100th Guild Council.

Minutes of this meeting were accepted.

3.0 QUESTION TIME

Nil.

4.0 MOTIONS ON NOTICE

Procedural motion was moved by Barnes to commence with Motion 4.7, carried unanimously. Following this motion, a procedural motion was moved to consider

Motion 4.5, unanimously carried. Following this motion, a procedural motion was moved to consider all remaining motions in order, carried unanimously.

4.1 That this Guild Council approve the 2013 Budget as per the attached Budget Pack.

Moved: Rob Purdew

Seconded: Cameron Barnes

Robert amended his Treasurer report to include Maddie Mulholland in the acknowledgements, as she is also on the Finance and Planning Committee.

Robert said it has been a lot tougher this year to formulate this budget. He said that last year we received approximately 70% of the SAAF money which came from students. This year we have gone down to about 36%. There is also \$425,000.00 contribution to capital expenditure which is being spent on the Masterplan on changes to our refectory and to the tavern.

Matthew asked whether this 36% included the capital expenditure figure?

Robert responded that it did not because of its nature.

Robert said that in the long term there is a slight deficit of roughly \$290,000.00. Next year we will probably have income roughly the same as in 2012 and he considers this deficit is quite reasonable taking into account the surplus made last year and the income expected next year.

He congratulated Barnes on negotiating an extra \$250,000.00 from the university that will allow us to sustain the ambitious targets we have for the coming year. He said we have managed to have increases in all departments. There have been a few that have stayed the same and their budgets weren't as high as they wanted to be, e.g. PSA. We have allocated money towards presidential special projects so that if these departments need the money in the future, there is a sufficient supply of extra funds which can be allocated to them if they provide an adequate budget request. He said this is a year where we are trying to improve our accountability. In the future we have to be more accountable to the University so that we can negotiate as much income from them as possible.

Gemma stated that the PSA budget only increased to allow for a staff member, and that many Guild services are oriented towards catering for undergraduate students. Post-graduates are 24% of the student population and the Guild doesn't have anything for post-graduates. The PSA does need an increased budget.

Robert said that PSA had given them a budget that was considerably more than had been anticipated. He said that the issue was not whether PSA needed more money, but the fact that there were some expenditures in there that the F&P Committee couldn't justify paying for, such as \$15,000.00 on a cocktail party. He said this is a provisional budget which means that in January it can be looked at again and more money may be allocated.

Barnes said that the \$70,000.00 figure is a \$10,000.00 increase which is allocated to the staff member. He said he has had another \$10,000.00 allocated under

Presidential Budget which is specifically earmarked for PSA. The reason for that is that when the F&P Committee were going through that budget, they were finding things such as the \$15,000.00 cocktail party that they couldn't reasonably tick off on. However he understands that maybe those figures aren't quite correct and the committee needs to go through and have a better look. This just gives us time to sit down in January or February and work out if an extra \$10,000.00 is needed, where it will go, and if that can be justified. He said this system gives us flexibility. The problem is that in an environment where the university has placed incredible pressure on the Guild as to how we are spending our SAAF money and on alcohol expenditure, we can't afford to have a \$15,000.00 cocktail party on the books. Cam says he understands PSA have great plans and initiatives that weren't accurately represented in that budget.

Gemma said that it was very difficult with the changeover of council, to get an accurate representation of what you are going to be spending the money on.

Barnes said that a significant problem is that the budget process relies very heavily on outgoing student representatives and often doesn't provide incoming student representatives with sufficient time to give feedback. This is one of the things that he will be addressing when he hands down a new policy on the handover period, which will be done over the summer period. He would be interested in Gemma's feedback on this.

Matthew asked on behalf of Cameron Payne if it was possible for councillors to request a copy of line item budget breakdown and if so could he request one for Cameron?

Wayne said any councillor who wanted this could come to his office and obtain further details.

Robert said the financial information would be put onto the website probably in January or February, and would include info-graphics.

Barnes said he is very happy for us to give out a lot more information to councillors. His concern is that, as the PSA discussions indicated, there were some budgets that were not reflective of the actual plans for the year. He said that in almost all departments there were issues in the budgets and that happens every year. It is a messy process for F&P. He said he is happy to make it publically available to students provided that we make sure we are not publishing any misleading information or anything that will not look good for Council. He repeated that at any stage any councillor can go to the MD's office and look through all the financial information.

Lizzy encouraged councillors to see Wayne for a break-down as it is very helpful.

Sophie asked if the budget is currently on the website?

Robert said it should be, but generally only the front page is uploaded.

Sophie asked whether there was a reason for that?

Barnes said the reason is that often when you break it down into detail it can become messy and quite difficult to post an accurate reflection online. He said the Guild will

be holding an annual general meeting with an annual report for the Guild giving students a breakdown of where money has been going, how student departments are going, etc., so there are ideas in the barrel to improve accountability but he is happy to hear further suggestions on how to do that.

Sophie said her recommendation for transparency is to put the budget online so that people do know where the money is going, provided the budget is not misleading.

Barnes said ideally pie charts, explanations and more user-friendly breakdowns would have more utility to it.

Sophie said she is happy to work on that.

Robert said he would like to make an amendment to add another \$1,000.00 to Environment and \$1,000.00 to Welfare.

Barnes clarified as to why F&P are making this amendment now. He said F&P went through a number of rounds and in the last few days got more specific information on how much funding we could get from the University for various environment and welfare initiatives - it looks like we are going to get less than anticipated. Therefore we need to boost each of those budgets by \$1,000.00 to offset that expectation.

Motion put. **Motion carried.**

For: Rajdeep Singh; Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Luke Rodman; Rida Ahmed; Madelene Mulholland; Georgina Carr; Joshua Bamford; Lizzy O'Shea; Judith Carr; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith; Tom Beyer for Valentina Barron; Sophie Liley.

Against: Francois Schiefler for Julian Rapattoni; Mathew McKenzie for Cameron Payne.

Abstained: Daniel Searson for Dumi Mashinini.

4.2 That this Guild Council approve the business case for developing the Refectory as per the attached document.

Moved: Rob Purdew

Seconded: Cameron Barnes

Barnes said they were hoping to have a business case by today however as is the case with architects, builders, etc, sometimes they take a little bit longer to get the costings than would be ideal. So they do not have that business case to present to Council and are not comfortable just pushing it through without costings. He said this will be put off either to an electronic circular or to the next meeting in January.

Robert said there is a plan to have a sushi outlet in the Ref that will be supplied by Sushi Master. There is a capital work to get a water outlet, electricity, etc for the Café Stop to make it work. There is also going to be an extension of the counter to have a "Made to order" sandwich outlet with salads as well. Barnes added that there will be Bubble Tea in the Sushi Master outlet.

Motion deferred.

- 4.3 **That this Guild Council approve the commencement of the Guild Catering Business Model Review as per the review document dated December 2012, and that an initial sum of \$15,000 in consultant fees be endorsed, as included in the 2013 approved budget.**

Moved: Rob Purdew

Seconded: Cameron Barnes

Wayne said that the consultation process that has been gone through to formulate this document has involved the HR Officer, the previous consultant we used for the organisation review, the directors and F&P. He said that a catering review is a requirement under the Service Level Agreement that fulfils the KPI.

He said that there is another catering report, previously mentioned, that we are now ready to activate. This is done by the General Manager of the National Association which represents Campus Service Providers throughout Australia. That review will commence on 4 February 2013. That person will be here for four days and will be endeavouring to conduct various forums. The presentation of that report will be due about the third week of February. He said he doesn't have the finalised terms of reference for that report but it will comment on where we stand from a national perspective, considering national trends that are happening at other campuses. The only cost for this is the cost of travel and accommodation for that person to come to Perth. That report will help us form this review and will be due halfway through the timing phase for this review.

He said that on 4 February we are also planning to have a Masterplan workshop, and the General Manager of the National Association, who has a good perspective of national campuses over a good period of time, will be participating in it, along with a higher level Masterplanner, all university appropriate executives and student representatives. The updating of our Masterplanning process is running concurrently with both receiving the catering report and conducting this catering review.

He said that the motion refers to an initial sum of \$15,000 in consultant fees and he can confirm that we intend to retain the same consultant engaged during 2012, to do various feasibility studies, on the same terms and conditions except that his rate will be lower after he has done a certain amount of hours. The \$15,000 is a provision and there is more money than that in our budget. This is an initial drawdown to get us a fair way along in the process.

Francois asked whether the \$15,000 includes travelling expenses for the consultant or whether he local?

Wayne said he is local.

Barnes added that the National Officer is free, apart from travel expenses.

Motion put. **Motion carried.**

For: Rajdeep Singh; Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Luke Rodman; Rida Ahmed; Madelene Mulholland; Francois Schiefler for Julian Rapattoni Georgina Carr; Joshua Bamford; Lizzy O'Shea; Judith Carr; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith;; Tom Beyer for Valentina Barron.

Against: Matthew McKenzie for Cameron Payne; Daniel Searson for Dumi Mashinini.
Abstained: Sophie Liley.

- 4.4 **That this Guild Council approve that the identified costs of relinquishing the Business School Cafe operating rights are expensed against the 2012 operating budget.**

Moved: Rob Purdew

Seconded: Cameron Barnes

Robert spoke to the motion saying that it is similar to Motion 4.5 in that it is applying retroactive accounting.

Wayne said that we will encounter a certain amount of costs in that relinquishment. There are redundancy costs of \$18,000 to date. The Café closes tomorrow and we will ensure that this \$18,000 and any other costs are charged against the 2012 budget, not the 2013 budget.

Matthew asked what date the redundancy is from?

Wayne said the Café closes tomorrow (19 December) and we were in a position where we had unfortunately informed the staff incorrectly. They were advised that the date would be 29 January 2013 but this was later amended to 19 December 2012. They were informed that they were being made redundant a few weeks ago and we had an obligation under the award to pay a certain notice period which went well beyond 19 December 2012.

Mathew asked the date of serving the redundancy notice?

Ken said the exact date of serving the notice was 4 December 2012.

Matthew relayed comments from Naomi (Cameron Payne's original proxy) that it was her understanding of accounting accruals and the matching principal that expenses are allotted against the timeframe for which they provide a benefit and that she is concerned about moving a motion allocating expenses to a certain year and not another. Her comment is that it should be the accountant's job to decide when the expense is going to be made and that it is potentially in a grey area of legality for a Board to allocate the expense a certain year.

Wayne said we are putting forward a proposal that we expense this against 2012 and the auditors will make the final decision.

Motion put. **Motion carried.**

For: Rajdeep Singh; Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Luke Rodman; Rida Ahmed; Madelene Mulholland; Georgina Carr; Joshua Bamford; Lizzy O'Shea; Judith Carr; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith; Tom Beyer for Valentina Barron.

Against: None.

Abstained: Francois Schiefler for Julian Rapattoni; Matthew McKenzie for Cameron Payne; Daniel Searson for Dumi Mashinini; Sophie Liley.

- 4.5 **That this Guild Council approve a 2012 Budget variation to pay \$30,000 in NUS affiliation fees.**

Moved: Rob Purdew

Seconded: Tom Henderson

Robert said that this motion is for a retroactive payment for NUS accreditation, paid to attend the December 2012 conference. It needs to be put in the 2012 budget rather than the 2013 budget, to allow for good accounting methods.

Motion put. **Motion carried.**

For: Rajdeep Singh; Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Luke Rodman; Rida Ahmed; Madelene Mulholland; Georgina Carr; Joshua Bamford; Lizzy O'Shea; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith; Tom Beyer for Valentina Barron.

Against: Francois Schielfer for Julian Rapattoni; Matthew McKenzie for Cameron Payne; Daniel Searson for Dumi Mashinini; Sophie Liley.

Abstained: Judith Carr.

- 4.6 **That this Guild Council**

- (a) Endorse the concept that the Guild Catering be run as a profitable business, subject to policy direction from Guild Council, the Guild Finance & Planning Committee and the Guild Catering Committee.**
- (b) Endeavors to maintain and review a schedule of policy directions given to the Guild Catering division.**
- (c) Endeavors to include an impact assessment of policy direction on Guild Catering Performance Reports.**

Moved: Rob Purdew

Seconded: Cameron Barnes

Robert spoke to the motion saying that this is a recommendation from Wayne and Ken because in the past the catering department has been given ambiguous direction. So as a body Finance and Planning, the Guild Catering Committee and Guild Council are well equipped to make those calls and those three bodies should be making those decisions.

Barnes said that every year Guilds come and go and pass various motions on Guild Catering (microwaves, half priced coffee, etc) and it can form a confusing dialogue. One of the things he got from talking to Ken and his team is that they are trying to constantly do two conflicting things – on the one hand they are trying to run a service and do what Council wants them, taking into account welfare considerations, affordability, convenience and so forth, whilst on the other hand they are under a lot of pressure to run a profitable business. Added to that is the pressure of things like the value of Guild discounts not being taken into consideration when we evaluate the performance of Guild Catering at various outlets. He said he thinks it is very important to put together a cohesive framework policy arrangement which guides the way that Guild Catering is run both in terms of our private outlets, in terms of our private

suppliers that we control, and in terms of the core catering services run by Guild Catering Division.

He said he thinks the best way to do this is to answer the age old question – “are we a service or are we a business?” Students may say that it is a service department, but we pay a lot of money for good professional staff who know what they are doing to run a profitable business. So why not say that running a profitable business is the Catering Department's job, but stepping in, intervening and telling them to adjust certain things based on policy decisions is Guild Council's job. This is the framework which has been set out and this is just the beginning of that framework. The idea is to lay down a foundation stone showing the future direction in which we are going to proceed. From here on we are going to establish much stronger guidelines for how Guild Catering Committee is going to work, how the Finance and Planning Committee is going to work, and more importantly how those two bodies are going to work together with Council and with the Catering Division to make sure that everyone is on the same page.

Barnes said that those things will include a schedule of policy directions. We will go through and compile policy directions that have been given to Catering by recent councils and review them – Are we happy for those policy directions to continue in place? Do we want to adjust them? We will also look at the gaps. Finally we will review the impact that those policy decisions have on Guild Catering being run as a profitable business, i.e. policy decisions such as half price Guild coffees or providing microwaves in Guild Catering outlets. These all tie into the broader discussion about where we go with this review about catering, looking at private vendors, private suppliers, etc and how that factors into a broader discussion.

He said it is all about setting a much more cohesive framework for communicating guidance between Council, the Committees and Guild Catering. He said if anyone is interested in getting involved in it to talk to him or Rob.

Luke asked for clarification of part (c) – when are the assessments going to be made, in what format, and who is going to do them?

Barnes said that when catering do their monthly reports we look at their profit, we look at how well they are going implementing Council directions, and we look at the value of discounts. The simplest way to measure the impact of a policy decision is to look at the size of the discount. We give half a million dollars' worth of discounts every year and that is something that has to be factored into our performance. What that means is that when we go through our review and we stack up our options, i.e. do we continue with this model or do we go with that model, it is very important to look at not just the prices we provide and the profits we make but also the level of discounts we give and the cost of the services that we provided.

Owen asked if this motion means that the business side comes first and the service side comes second, or is it a collaboration of both.

Barnes said that it is saying that the default option is to run it like a profitable business but from time to time Council, Catering Committee or F&P will step in and say things like “we want you to charge half price for coffee for Guild members”. It just provides a lot more clarity to Catering so rather than having to constantly question “are we being profitable whilst also providing a service and trying to meet all of our various masters”,

they just run a profitable business subject to the schedule of policy direction that they have from us.

Owen asked how this affects previous policy directions. Will it have any impact on that?

Barnes said they will all be compiled in a schedule so that Catering has something more concrete to refer to and we will review whether or not we want to continue with those. That review will come to Council at a later date.

Francois asked whether it is conceivable with this model that coffee prices would change every month depending on the review?

Barnes said no - most things like prices are set by F&P in the budget process. One of the addendums in the budget pack is a list of all the prices that we are going to be charging for next year and that is something that was approved by F&P.

Barnes said this motion doesn't change any substance, it changes the procedure. It is a motion to create better governance. At the moment we have a lack of clear information flow between Council and Catering, and when we sat down with Catering and asked how student reps can help improve the experience of food on campus, this is one of the things they told us. To have clearer communication between Council, F & P, Catering Committee and the Catering Division, and this motion seeks to achieve that. In terms of outcomes there should be none except for the efficiency gains being made through better communication.

Barnes said there will be a lot of motions like this over time because one of the things that he and the Vice-Chancellor are very keen on is the Guild improving our governance protocols around the way Council is run. One of the big criticisms when we were negotiating our SAAF payments was this idea that Student Services is a professional body which is very stable but Guild Council is very politicised and volatile. Therefore we are going to be implementing a lot of governance procedures which will improve the way we communicate and work together as an organisation and impress upon the university that just because we have a democratically elected board doesn't mean that we are a volatile organisation - that we are a well-run organisation with good governance procedures.

Motion put. **Motion carried unanimously.**

4.7 That this Guild Council endorse the decision to appoint Alex Griffin and Marny Allen as the Pelican co-editors for 2013 in accordance with the motion made at the November meeting of Guild Council.

Moved: Cameron Barnes

Seconded: Robert Purdew

Cameron said at the final meeting of the 99th Council the motion was moved establishing a procedure for the appointment of the next Pelican editor. That procedure has been followed and has resulted in the appointment of two co-editors and this motion effectively endorses that decision.

Motion 4.7 was carried.

For: Rajdeep Singh; Daniel Stone for Annie Lei; Owen Myles for Lucas Tan; Luke Rodman; Rida Ahmed; Madelene Mulholland; Matthew McKenzie for Cameron Payne; Daniel Searson for Dumi Mashinini; Georgina Carr; Joshua Bamford; Lizzy O'Shea; Judith Carr; Cameron Barnes; Robert Purdew; Tom Henderson; Laura Smith; Tom Beyer for Valentina Barron ; Sophie Liley.

Against: None.

Abstained: Francois Schiefler for Julian Rapattoni.

The new co-editors were congratulated. Alex Griffin thanked Council.

5.0 GENERAL BUSINESS

Barnes provided a report. He said this is something that he has just put together over the last few days. This is not any kind of official document of Council at this stage. It is a planning exercise for him for the President's office. He said that one of his roles as President is to make sure that everything we want done is ticking along, so he has gone through budgets that people have proposed, election commitments that have been made, things that have been brought up in recent committee decisions, and he has compiled it all into a big list of things that we want to achieve for next year. This document is an initial draft with 85 goals. He has left 15 spaces with the intention that various departments, etc will come back to him with a lot of extra suggestions and he will probably wind up having around 100.

Barnes said that this document will basically serve three main purposes. The first purpose will be to provide Barnes with greater clarity so that every day he can look at how we are proceeding with our goals. It is a good document to provide the Vice Chancellor with to show him the direction we are going in for 2013. It is a planning document and will give an idea of what the university can expect from us over the next six months and the reasons why we believe we deserve a higher share of SAAF funding than we are currently receiving. It is also a good collaborative exercise between the staff and students so that students know what issues are on our mind and what Barnes is going to be pushing over the coming year.

He said that he is hoping to get feedback tonight and over the next couple of weeks, and then he will put together a document which he can put to Council in late January and then send out to the Vice Chancellor, etc. It is also something that from a promotions point of view we can publicise. It is the 100th year of the Guild - 100 things that the Student Guild is going to be doing with your SAAF money. It is a good way of communicating with students about what we are getting up to.

Barnes said he is keen to get feedback from everyone. Is there anything in the report that anyone has issues with?

Gemma said that as far as the PSA is concerned, the Guild does not represent Post-Graduate students, the Guild supports the PSA in representing Post-Graduate students.

Barnes said he will amend this wording.

Luke said some of the wording needs to be adjusted to be in a more pointed form.

Barnes said he will adjust this to reflect more direct achievable goals rather than flowery wording, etc.

Searson asked whether all of the costs in the report appear in the budget.

Barnes said yes, everything can be found in the budget.

Maddie asked if everyone has their Guild email accounts working now. Everyone said they did. She also followed-up on emails she sent to check if all committees have touched base.

Robert said that catering haven't met yet as people have been away. Statutes has not met.

Maddie followed up from the last Guild Council meeting that the following people had now had handovers. She has received her handover, Annie hasn't received hers, Laura has received hers, Sophie has received hers, Stone has received his.

Regarding NUS, Barnes said that we would probably have a bigger discussion at the next meeting when the delegates hand down their full reports however he just wanted to announce a few things. He congratulated Anita, Tom and Gemma who are now on the NUS National Executive. He said we also have a lot of active students from this Council who are on the state branch of NUS. Anita Creasey will be the new State Branch President, Tom Henderson will be the new State Branch General Secretary, and Lizzy O'Shea will be the Communication Officer.

Barnes said that he had a conversation at NUS with the National President. He said he told her that we were unsatisfied with a number of things about the way conference was run, and some of the problems we have seen with NUS. She gave him a long number of commitments which he will be making sure that she follows through on. One of them is to visit us regularly starting with O-Week. She will also be making sure all the national OB's come at least twice next year and he has asked them to come to Council Meetings. He has also started talking to the President about making some constitutional changes with NUS which is one of the things we will go into more detail at the next meeting.

He said that one of the big issues with the NUS conference is that it doesn't have fixed meeting times, so the meeting times are all over the place and often you don't get to debate the policy motions you want, when you want, and it is incredibly frustrating. One of the things we are working on is having set times with a reasonable quorum of one third instead of two thirds. Over the next month that is something that Tom, Lizzy and Barnes will be working on along with the new national office team.

He said that also we were successful in putting through a few amendments to the NUS platform. Those will be going in the reports which Lizzy will be delivering at the next meeting. We managed to get an Environment change, reflecting some of our priorities for the Environment Collective next year. Barnes also managed to change the platform on SSAF so NUS will now be running a campaign to get state legislative requirements recognised by national SSAF legislation. He said there is a requirement in state legislation in Western Australia for 50% of SSAF money to go to the Student Guild which is not currently the case. There are a few other minor changes which we will also include.

Lizzy said she will be doing a report at the next meeting so if anyone has anything they want to talk about before that meeting please let her know. She said she would like to

invite Ben and Ollie to submit some form of report as to why they didn't come to conference. She said she is proud of what was achieved.

Sophie said that the Curtin Women's Officer had been in touch with her to organise an inter-university meeting about women's policy and they are going to look at trying to organise an inter-university women's department event.

Francois asked, regarding the legislation, whether the university falls under state legislation or federal legislation?

Barnes said both but we were established by an Act of State Parliament. The university has obtained legal requirements and they have asserted that because Commonwealth legislation overrides any conflicting state legislation, the Federal SAAF legislation overrides the state legislation which says that we have to get 50% of SAAF money. The Federal legislation says that it is up to the University.

Matthew said that they are aware of the fact that their interpretation may be wrong but the university took the view that they just wanted to go ahead and push on anyway in the knowledge that we weren't going to try to take them to Court over it.

Barnes said the advantage is that NUS have access to legal advice that we probably don't have, as they have a fairly strong connection to Maurice Blackburn, the union law firm over in Melbourne. They can potentially get some proper legal advice, they can consider it, they can push or lobby for it, and that is something off our hands that we have the National Union helping us out with.

Barnes said that he is looking forward to the Presidents' Summit which is going to be held early next year and that he has established contact with the presidents from the Sydney SRC and UNSW SRC, who have dealt with similar issues with SAAF distribution, and they are currently compiling a long email with a lot of helpful information for him.

Maddie said that as of the next Council Meeting, reports will need to be handed in. The general practice is that she sends them out 7 days prior to Council Meetings, so please submit them prior to this time. She also mentioned something touched on in F&P but not yet finalised – the withholding of funding from your department if you don't hand your report in. For accountability and transparency we need to know that all departments are doing the things that they should be. The report will also need to include some financial details about what has been budgeted for that month, how the money has been spent, etc. She said there will be more direction on this before the next reports are due.

Robert said if someone is sick and can't hand in their report this will be taken into consideration. It is more for Office Bearers who consistently don't attend meetings or provide reports.

Barnes said there is going to be much more scrutiny on departments and subsidiary council committees in the way they use their money. This is despite the extra \$250,000 that we got at the last minute, this is a brutal budget. There are a lot of tough cuts to a lot of the staff departments in this budget and he thanked the staff for their co-operation in finding areas to cut.

He said we need to put in a lot more work on this. There are potentially things which require funding which aren't getting funding. He is very happy for us to approve funding for

that. By the same token there is also a lot of money just going to things like "General Expenses" or money that is budgeted and never spent and never followed up. He said he thinks with the university being audited by the Auditor General, and us being audited through that process and being placed under the spotlight with the SOA, we need to be very careful about how we are spending our money. Those reports will need to be detailed and have financial information in them and if we start to get concerned about the lack of information flow we will start to press the budget issue.

Barnes said he has spoken to a number of councillors about planning some projects for them for the year. He said he would like to sit down with every councillor over the holiday period and figure out what kind of mark each person wants to have on the campus. He said it is important as a councillor to feel empowered and to feel like you are having an impact and he wants to make sure everyone has an opportunity to do that. For example, Josh is looking after some issues with education clubs and the Statutes Committee. He is working to assist Gemma and Barnes carve out a clearer role for PSA within the regulations. Luke Rodman will be doing some education things along with other things like bike access, etc. People like Judith are really stepping up on issues to do with the Tavern, which is fantastic. Barnes said that he will be back from leave on 3 January 2013.

Wayne said in light of the budget and trying to tighten up, one of the strategies is an invitation to staff to come and discuss the potential to voluntarily and temporarily reduce their working hours. He emphasised this was voluntary and temporary and that staff would retain their rights to move back to whatever position they have. It is a facility we already have under our Enterprise Bargaining Agreement which is usually stimulated by the staff themselves, to promote flexible working hours and to support staff.

He said regarding the Tavern refurbishment - this has been delayed and will now be implemented in November 2013. He said he has solid confirmation that the Tavern Manager is not retiring and is returning to full-time duties on 1 February 2013, at least for the next season.

He said regarding workplace health and safety, Western Australia hasn't participated yet but he anticipates that is highly likely that they will join the Occupational Health and Safety Harmonisation which is to get consistent workplace health and safety laws nationally. Western Australia and one other state are due to join up in 2013. This will strengthen the workplace health and safety laws. It will put a higher obligation on officers and directors which includes council. The reporting has to be done in March 2013.

He said regarding the Masterplan Stage 1 - we are in the detailed design phase. We can expect that the next report will come to the February council meeting which will have the detailed design a lot further down and a refined budget which we will have checked with the preliminary budget is sustainable. At that point in February Council will be asked to approve that that proceeds to going out to tender.

Regarding the Service Level Agreement, this is agreed and we will need to commence reporting against the KPI's in the agreement on a monthly basis. We are just waiting to get a template for the KPI's from the university.

Francois asked why the Tavern refurbishment has been delayed.?

Robert said that this is because it wasn't going to be ready for O-Day.

Judith said the builder couldn't guarantee that this (refrigerator, etc) would be ready in time for O-Day. She said also that the catering review may affect the set-up of the Tav, in which case it is easier to do that at the same time as the refurbishment.

Francois clarified that the Tav refurbishment was being put on hold because of this motion?

Judith said no - there was also a blow out in the budget and some things had to be altered. There were changes to what lighting would be used, so the time constraints would also limit which choices in lighting we would have.

Francois asked when dialogue with the builders started?

Wayne said about three weeks ago.

Francois asked if this (blow-outs and delay) could have all been pre-empted?

Wayne said not really. He said dollars aside, the main thing was the risk assessment of risks down the supply chain. For example, the builder wasn't able to answer the question of whether there was a supply at our own risk for production of refrigeration, etc. Because of this, it was a difficult situation for us to be put in. He said we will be able to activate the project in mid-November, which give us effectively five weeks extra to cushion against non-predictable risk.

Francois asked if partial renovation could have been done before O-Day?

Wayne said this was an option and one other consideration that we have is that there is a works order to replace the material in the bar. We have subsequently got confirmation that they will provide us with an extension on that.

Francois asked when this works order is now due?

Wayne said the work order with the Department of Racing and Gaming has been extended to February 2014.

Matthew asked about the costing - How much was the amount over budget?

Wayne said it was within \$10,000.00 of the budget. He said \$202,000.00 was the approved amount and it was costed at \$10,000.00 above that. He said there is scope to get that under just by altering design, fit out, etc. We will review this well before November 2013.

Barnes said another part of the issue is that when builders are in a rush and you are getting things like custom fridges in, all of a sudden you have competing interests between keeping costs down and making sure the project is completed on time. Without having that time pressure it provides significantly greater scope to actually push costs down with that extra five week period.

Cam congratulated Rob, the F&P team and all staff for the budget.

6.0 CLOSE / NEXT MEETING

Next meeting will be held on Wednesday, 30th January 2013 at 6pm. Please contact the Guild Secretary (secretary@guild.uwa.edu.au) with any apologies or proxies.

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