

## **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, Maddie Mulholland, Julian Rapattoni, Cameron Payne, Dumi Mashinini, Joshua Bamford, Lizzy O'Shea, Judith Carr, Cameron Barnes, Robert Purdew, Laura Smith, Valentina Barron, Sophie Liley, Cameron Fitzgerald, Felix Lim, Daniel Stone, Gemma Bothe.

### **1.2 Apologies**

Rida Ahmed, Georgina Carr, Tom Henderson, Kelly Fitzsimons, Zephaniah Clapp, Richard O'Halloran.

### **1.3 Proxies**

Owen Myles for Rida Ahmed, Daniel Stone for Georgina Carr, Max Riley for Tom Henderson, Honny Garepo for Kelly Fitzsimons.

Proxies and apologies accepted.

Lucas moved a procedural motion to move Item 8.1 – Nominations for Ordinary Members of Guild Committee, be discussed now. Motion passed.

Lucas moved a procedural motion for Shirley to be the returning officer in regard to those elections. Motion passed. He also moved a procedural motion that in the event that Shirley has to leave the RO rights be transferred to Wayne. Motion passed. Voting conducted.

## **2.0 CONFIRMATION OF PREVIOUS MINUTES**

**2.1 Guild Council Meeting 30<sup>th</sup> January 2013**

**2.2 Guild Council Meeting 27<sup>th</sup> February 2013**

Minutes for both meetings were accepted.

Maddie thanked everyone for speaking up clearly at the last meeting which made it much easier for the transcribing of the minutes and to please keep up the good work.

### **3.0 BUSINESS ARISING FROM PREVIOUS MINUTES**

Nil.

### **4.0 DIRECTORS' REPORTS**

#### **4.1 Managing Director's Report**

Wayne circulated his report. He said that regarding the Service Level Agreement there have been two review meetings which have both been encouraging with a positive response from the Director of Student Services. The reporting regime has been fairly streamlined.

Regarding the Guild Consolidation project with the South-Wing Student Centre; he reinforced that there are a series of approval processes that we have stepped through and continue to step through. The target to bring this to the Council, and approve it to go to tender, is for the May meeting. He said he is hoping to achieve this target.

Regarding the revision of the Masterplan; preparation is underway for the main workshops which are part of that process – designated date is 22 April 2013. They are about to propose and seek feedback through Executive, etc of how student representation will be framed for those workshops. There are two workshops – one is focused as a priority on student facilities and the other is focused, after considering those student facilities, how we would plan the rest of the Guild Village Precinct. The club survey has been conducted and that data report is close to becoming available and will become a key input in the masterplanning process.

Regarding occupational health and safety, that label comes about as we move towards the expected harmonisation or nationalisation process to equate health and safety laws which changes our landscape quite a bit. There is a series of extra compliance measures especially coming out of the university. We need to direct some more resources into workplace health and safety and have begun to do that already. He has just recently been asked to submit a compliance report to the university and we are not performing well enough. We are specifically directing resources in that area with the target that by the time he is obliged to put in that compliance report in September, we will have a few more “gold stars”. That report will end up at Senate. He said he thinks it is important that he advise Council that he is going to redirect some resources simply because there are fundamental obligations on him and the council.

He also stated that the Guild attends and is very active in the university safety committee and the annual report has just recently been released showing that we have participated in that key committee. In 2012 the Guild, on a statistics basis, has performed very well which is an encouraging trend despite not doing so well on some of the paperwork flow issues. There have only been four incidents reported. There were no Workers Comp' claims and there was no lost time in injuries. A few other somewhat comparable university affiliates were well above ours which is encouraging. Catering would be one of the main teams to help that performance as they have the largest workforce.

#### **4.2 Finance Director's Report**

Wayne said there is a new format to his report emerging. This will be expanded a bit more so probably by the next meeting there will be a report of figures plus narrative to support them.

He said that the initial months of the year generally tend to be a little misleading as we are not in full trading mode. Whilst on paper we look to be well ahead of budget he stressed that there will be a fair degree of timing variances there.

#### **4.3 Catering Director's Report**

Report as circulated.

The months of January and February are not really indicative of the overall Catering performance because we don't have much trading. The net deficit is \$124,000 against \$164,000, or \$40,000 better than budget.

Trading in all the outlets has started very well and the partial redevelopment of the Refectory is now complete. All the cafes are now operating with the pop-up vendors appearing everywhere; like the Pizza Van, Boost Juice and Butty's Burgers. Notwithstanding the high level student satisfaction, they are cannulising about \$10,000 in sales each week from a trading possibility. Customer satisfaction and student satisfaction is very high and they are hoping to spread them around some more.

Looking at the month of March they are most definitely on budget. They are close to budget in regard to sales. They will definitely see a reduction on cost of goods due to the production set up activities that they have done in the month of March. They are trialling an extended one hour at the Refectory which started last week. He is confident that they will be on the right side of the ledger in March with a fairly large profit.

He said he has a certificate from the VC for helping in obtaining the fair trade certification for the university.

Barnes moved a motion that we express our appreciation for how hard these three people have been working. They have had a lot of work put on them and all three have extremely capably taken it on. The amount of positive feedback he receives from students about everything, particularly catering, has been remarkable.

#### **4.4 Director Student and Corporate Services Report**

Shirley said the SLA reporting is going extremely well. The university is happy with the reporting format and the information we are providing them with. Regarding Records Management, she has all the documentation ready to send to the State Records Office. Some bits are not entirely complete but they don't have to be, for example she has developed a thesaurus and there are some blank bits that they are working on filling in. The State Records Office don't have to see a completed document; they just need to see that we are actually working toward a compliant type of situation. She said this is very important in terms of being compliant, meeting legislative requirements including things like freedom of information, and it is a positive step.

There are a few issues around recruitment. Jen Breeden our Design Officer is leaving us and returning to the UK in May. Our ICT administrator resigned last Friday and is leaving on 19 April. Kelvin will pick up an extra day to tie this over. Jenny, the HR Officer and Shirley are back into recruitment mode for those two positions.

Laura asked when we will start being record compliant? Shirley said as soon as the State Records Commissioner approves our records keeping plan we must then be as compliant as we can be. We need to then set up a records management system and the disposal authorities that everyone will have which govern how long you can keep documents etc.

Lucas moved to accept all Directors' Reports. Motion carried.

Barnes moved that we now consider Motion 7.4. Carried. The normal structure resumed thereafter.

## **5.0 REPORTS**

### **5.1 Guild President**

Report as tabled.

Cameron said that in terms of our SAAF funding negotiations there has been a lot of activity around expanding our Guild services in line with a clear identity. That is obviously something that he recommended in his Future Directions paper. Some of those things you can see tonight in terms of the expansion of our migration services, investigating the feasibility of a legal service. All that is designed to work into this strategy

so that when we go to our mid-year negotiations we ask the university for say an extra \$80,000.00 in SAAF funding instead of giving that to student services and we'll run a free legal service for you, or give us \$X amount of money and we'll be able to do "Y". He said if councillors do have ideas about extra services that they would like to see the Guild providing, he is very keen to entertain those ideas. The whole point of a universal fee environment is we should be providing more services and we should be making sure that our services are tailored in a way to deliver comprehensive representation and that is a very key strategic focus of his. He has been working with groups such as PSA, Albany students, college students, to try to make sure that our services are more effectively tailored to meet that strategic objective of comprehensive representation. He said he is keen for feedback.

He also stated that we are developing a proposal to take to the university on service learning.

He said he met with Kelly Smith, Director of the UWA International Centre and there are a few things that he will be moving on quite soon including \$5.00 cover charges for the medical centre which he doesn't see any reason for. Also there are proposed changes for our recruitment of international students. The university want to recruit more international students, they want to recruit new sources of international students and they want to have less offshore international students and more onshore international students. The university is very keen to get feedback on that and if anyone has feedback on that please let Cameron or Felix know.

He said he met with the Muslim Students Association recently to discuss issues around halal food and prayer room facilities. He will be moving on both of those items tomorrow in the Guild Village Café which will be providing three lunch options that are halal certified. We will also be getting a briefing from Ken on future proposed options at the next Finance and Planning Committee. Regarding the prayer room, they have a sports committee meeting on Thursday where he will be proposing that we develop a better policy for allowing those students to access the gym for their prayer needs. The prayer room facilities in Winthrop Hall are insufficient.

Felix said in the elections last year he spoke to some Muslim students and they mentioned praying time from 1.00pm to 2.00pm and mentioned the Tuesday and Friday 1.00pm to 2.00pm common lunch hour.

Barnes said any unit co-ordinator who wants to run a unit in Tuesday 1.00pm to 2.00pm has to get Barnes to sign off and he has been very strict this year. He has only allowed one exception and they exhausted all options. It was a small case and they talked to all students beforehand and the students were okay with it. He said he has rejected about ten applications so far. He said there have been circumstances in the past where lecturers haven't asked Guild President's permission to run a unit during this time so if anyone does hear of any classes that are in those

common lunch hours please let Cameron know.

Julian asked about the paint party. Cameron said that we are looking at doing that for an orientation event for the semester two orientation. There were a few problems in terms of it clashing with events other clubs had organised, not having paint, but that is the current plan and given the lack of any significant orientation events for semester two in the past that would probably be a nice addition.

## **5.2 Vice President**

Report as tabled.

## **5.3 Treasurer**

Report as tabled.

## **5.4 Secretary**

Report as tabled.

## **5.5 Societies Council President**

Report as tabled. Laura said she would like to take the opportunity to say thank you to Owen, SOC Secretary who has been working very hard over the past few months to develop the new award - Best Inclusive Event Award and also changes to the Poster Policy which we are all considering tonight.

She said she would like some feedback as she is currently undergoing planning for a President Summit and she would like to get some inspirational motivational speakers at that event. If anyone has any connections please let her know.

## **5.6 Education Council President**

Report as tabled.

## **5.7 Public Affairs Council President**

Report as tabled. Valentina said she had a very good meeting today with Ted Snell who is the director of the Cultural Precinct and he said he can broadcast promotions to pop up through 26 lecture theatres, 5 minutes before every lecture for as many takers as she wants and then told her that he would help her with a pop up gallery. The Social Justice grant application work that she has been doing is coming to a close and she hardly got anything in but she didn't know that Honny and her social justice collaboration had a great idea to all put in for the \$1,000.00 grant to run a huge Social Justice Week which is happening on 22 April.

## **5.8 Environment Department**

Report as tabled. There is no financial section of the report which is an oversight. Daniel said he will provide this.

## **5.9 Women's Department**

Report as tabled. Sophie said Maddie had an amended version with finances on them. Some items from women's week are still waiting to be invoiced and she thanked Lizzy and everyone who helped out with women's week.

Lizzy noted that the bras were donated.

## **5.10 Queer Department**

Report not submitted.

## **5.11 International Student Services**

Report as tabled.

## **5.12 Postgraduate Students' Association**

Gemma said she had gone around the campus at nighttime to see what areas were lit and what areas are not and there are enough lights but a lot of them are not working especially in the business carpark and the gym carpark. Hopefully all the lights will be fixed very soon.

## **5.13 Welfare Department**

Report as tabled. Fitzgerald said regarding comments on his report about Yoga not being well attended - the second session was well attended and after last night's Grill the Guild, they will probably have another session over at college as they were very keen.

Regarding the bone marrow donor suggestion - he said that donating bone marrow is a very easy way to save people's lives who have leukemia so please sign up and donate. It will initially be taking a blood sample to see if you can be matched with anyone. Fitzgerald said the only circumstance where a person would be donating the actual bone marrow is where they say that you are a match and you will be saving someone's life.

## **5.14 Sports Council**

Report as tabled.

## **5.15 RSD**

Report as tabled. Simon mentioned the Harry Potter Ball. He said tickets were selling out very quickly and he could only allocate a few tickets to

Guild members.

### **5.16 ATSID**

No report submitted.

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

## **6.0 QUESTION TIME**

Owen asked about the lighting. He said there is an area near Engineering, heading towards the carpark, which is very poorly lit. Gemma said there are no more lights being put there as it is changing and the carpark is being moved.

Gemma asked what definition of “mature aged students” Annie was using? Annie said the university definition of mature aged is about 24 plus and it won't overlap with post graduates. Annie said they are going to tap into the mature aged member list from what they had during O week. They had the mature aged welcome during O week which she and Maddie went to.

Maddie said if anyone had any questions about Richard O'Halloran's informal report to council to please get in contact with him. Cameron said there is a sports board meeting tomorrow meeting and invited anyone to bring up any sports issues they have.

Josh said that he was very pleased to see in the F & P minutes that the ATM at Hackett is moving forward and the Music students are very appreciative.

## **7.0 MOTIONS ON NOTICE**

### **7.1 That Guild Council adopt the attached policy for following up on unpaid and outstanding loans.**

***Moved: Robert Purdew***

***Seconded: Cameron Fitzgerald***

Robert said this is putting into writing what we already do but adding a few safety mechanisms for students who are in trouble. If there is someone who is in seriously dire financial need who needs a loan, when it comes time to pay the loan we are going to start calling them up and asking if they are okay and offering them an extension if required. He said this is a positive way of doing things and that we are trying to help and support them.

Julian asked how many students have these loans that need to be chased up?

Rob said there are quite a few of these loans but a lot of the time once people are contacted they will pay the loan.

Barnes said the more we follow up on these loans without hassling people too much, the more we can give out to other people later on. This was the outcome of a joint meeting between the Student Assist and the finance teams and everyone was in unanimous agreement.

Robert said \$1,000.00 is the maximum amount and at the time of borrowing the amount of time to pay it back will be agreed. When it gets overdue a reminder email is usually sent. If however we haven't heard anything for a while and it is an emergency loan it is fair enough that we call them up and ask how they are.

Motion put. **Motion 7.1 carried unanimously.**

**7.2 That Guild Council endorse the revised Guild approach (as per the attached concept paper), to providing migration support services for students in 2013.**

***Moved: Cameron Barnes***

***Seconded: Owen Myles***

Cameron said that he met with Felix to discuss this. He then sat down with Marianne and went through a report which was provided by Wayne and Marianne at the end of last year reviewing our migration services. He has met with Kelly Smith who is the director of the International Centre and all of these people have endorsed this strategy as the best way forward to help international students.

Felix said with regard to the strategy of getting ISS to provide services to international students, they have been collaborating with the UWA Career Hub for about 4 years. He said immigration laws change every year in July, so they usually organise officers to come down to give an update on the amendments.

Motion put. **Motion carried unanimously.**

**7.3 That Guild Council approve the revised Poster and Publications Policy, as approved by the Societies Council, to come into effect on July 1, 2013. That Guild Council also instructs relevant staff to make the new version available publicly on the Guild Website as soon as practical.**

***Moved: Laura Smith***

***Seconded: Valentina Barron***

Laura passed her speaking rights onto Owen as he has done most of the drafting of the policy. She would like to add "thank you" to Dan for providing feedback in consultancy with Owen and herself. As such, she

would like to amend 8.2.3 to include wording to the effect that when posters are taken down that they are recycled. The wording would be: *"Groups or individuals may remove approved material under the direction of an approved member of Guild Council or staff or in the event that the date of the advertised function has already passed all removed materials should be placed in the Guild paper recycling bin where practical."*

Owen said that this has been passed through SOC and PAC and also when he took it to Education Council there seemed to be a general consensus that there were no big issues with it. We are moving towards poster clip frames. The reason for this is that the situation with posters has got a bit out of control over the last few years and it needs to be reigned back in so that clubs and societies actually get the space and attention they deserve as we have had a lot of outside organisations and random people putting things up all over Guild Village and it is quite difficult to police in its current state.

The plan is to buy a lot of poster frames and place them on every pillar with the idea that there should be four frames per side of the pillar which should equal the amount of space that is currently available anyway. We are also hoping to buy some poster frames and put them up in Guild catering outlets and one of the changes to the policy allows us to do that. This should give greater exposure in more places on campus so it will be up to catering committee which specific outlets those go in and where they put them.

He said there has also been a wording change which does change the meaning to the approvals for sexually discriminatory material and he thanked Sophie for her input on that. Essentially the current policy states that any sexually discriminatory material to women has to be approved by the women's officer or a female member of staff who has the authority to do this. The new policy change is that any sexually discriminatory material should be decided by a committee. The committee would be any available other approvers of posters.

We have also added to approvers of posters that the business support officers for events and media memberships are the two new approvers which hopefully make it easier when staff members are absent for any reason. Otherwise there are just minor changes throughout the document being spelling errors, etc.

There is also a new section on online material. It doesn't actually change anything because there is also wording beforehand that the poster policy applies to online material but it makes it clearer for clubs when they are reading it.

One section on how long the posters can be up for didn't really make sense and this has been amended and the amount of time allowed to have posters up has been doubled before they need to seek additional

approval. The 2004 policy was 2 weeks and the last policy didn't really make sense. It is now 4 weeks.

Owen said it would be up to the Tavern or Catering Committees' discretion as to whether this included the pillars in the Tavern.

Maddie asked clarification on who can now approve sexually discriminatory material?

Owen said in the event that material is considered potentially sexually discriminatory the new poster policy amendment instructs that the person concerned goes to other members of staff who are already allowed to approve, being the Guild President, SOC President, PAC, Events Manager, Business Support Officer Events, Alex Pond or Karrie. The aim of the change was to just stop the wording being specifically about sexual discrimination towards only women and to make it more general and more of a committee process rather than just one person approving.

Barnes congratulated Owen and Laura, and asked whether they would happy for him to circulate it to Jon Stubbs? Yes.

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

- 7.4 That before the next Guild Council meeting, the 2013 Guild budget (in full detail to the individual line items, including capital expenditure and depreciation) be uploaded to the Guild website in order to promote greater transparency between the Guild and the students it represents.**

**Amended:**

**That before the next Guild Council Meeting, the 2013 Guild Budget summary be uploaded to the Guild Website in order to promote greater transparency between the Guild and the students it represents.**

***Moved: Cameron Payne***

***Seconded: Julian Rapattoni***

Payne said he put forward this motion on feedback from students that they wanted to be able to see the Guild Budget and it had been stated that this would be uploaded in January or February. Since then there has been a miscommunication and as a result the budget summary page has now been uploaded to the Guild website.

Since then however he has received feedback from students including the ones who brought this to his attention in the first place, that they wanted a more detailed breakdown of the budget. There are a lot of sub-headings where it is not abundantly clear what is covered under these sub-

headings. The students wanted to know effectively where their SSAF money was going and to have a more detailed report.

He said he would like the motion amended to read:

*“That before the next Guild Council Meeting, a breakdown of each sub-heading in the 2013 Guild Budget summary be uploaded to the Guild Website in order to promote greater transparency between the Guild and the students it represents.”*

He said in order for an amendment to be valid it has to fulfil a few requirements. It has to be not vastly different from the original motion either in style or substance. He said he believes that amendment satisfies this requirement.

Julian said this was just to make what has been uploaded more accessible to the everyday student. Not every student is an accounting student and even an accounting student can't tell where the money given to a specific heading has actually gone.

Payne said an example would be how much money is allocated to each event under the events budget, where we've allocated money under the presidential budget – even though this has been highlighted as commercially sensitive – how much each catering outlet makes etc. This is the sort of detail that students want.

Julian said that another point is to highlight certain areas where SSAF funding is actually going in the budget.

Rob said firstly that he put up the Budget Summary and the Treasury Report. He said along with Alex Pond and Vishal, he is working on a much more easy to understand type of pamphlet about everything, that people can actually read. The idea of the budget summary is essentially that it is not really that readable and is for our own purposes. He said some of the budgets are not totally finalised; they are provisional so actually going in-depth would not uncover much anyway for the students. To teach people about depreciation, etc is not possible in a small budget summary. He said he is happy to add more detail but the treasurer's summary is fairly well detailed.

Payne asked Fitzgerald when he perceives the Guild Wiki page being up and running. Fitzgerald said that this should be within the next few weeks.

Payne suggested another amendment to the motion to read: *“.... uploaded to the Guild Website and the Guild Wiki page .....”* instead of *“.... uploaded to the Guild website ...”*.

Robert said he was a little confused as to how much detail is actually required. Students don't need to know every single detail. He said that Wayne and Shirley have stated that they are happy to go through the

entire budget line by line but he doesn't see why all the detail has to be put online.

Annie said if a student were really keen as to knowing individual breakdowns it would be fairly minimal. She said she is worried in terms of confidentiality for every single item to be broken down.

Barnes stated that he totally appreciated the intent behind this. He said that if any councillors ever receive feedback that they would like something done, the first step shouldn't be to draw up a motion to Council, the first step should be to refer those comments to him. If a student ever has questions or concerns about SSAF or lack of information or they want more information loaded onto the Guild website the simplest way to resolve it is to just forward it to Barnes. When he saw the motion he thought it was simply that we hadn't uploaded the budget so he thought we would simply upload the budget summary and a copy of Rob's report. He then sent an email to Payne and Julian and asked if that was enough and didn't get a response. He said there needs to be more communication about this type of thing. As a general rule if any councillor does receive a complaint or feedback from a student, unless that student doesn't want it forwarded onto Barnes, he would really appreciate it if it does get forwarded on to him. He said he would be interested in hearing Wayne's opinion on this as we do have to balance the commercial sensitivity to the budget with the need to provide information.

One of the things that Rob and Vishal have been working on and will be delivering soon is an extensive amount of information about SSAF funds – how they are distributed, what percentage of SSAF funds we get, where SSAF money is spent, how our reserves money works, how it dovetails into our investment strategy and so forth. That information has taken a long time to compile and it is important to get it right.

He said his understanding from Wayne, Rob and Vishal is that this motion doesn't particularly work in terms of providing students with proper information about the budget. If you read through the portfolio sheets it is basically things like Special Projects with an "x" next to it or Marketing with an "x" next to it. Those are worksheets that are internal and they are constantly changing. The administration of updating that would be quite significant.

He said what he thinks would be a lot more effective as a way of communicating with students is if we have user friendly infographs and information, and booklets and brochures which can be easily distributed which show an accessible breakdown of where our SSAF money is spent. He asked Wayne for his comments on this.

Wayne said that he sees that it is a balance between commercial sensitivity and the need for transparency and we do need to take that seriously. While someone may ask him for advice, ultimately it is going to be a council decision on what they want to disclose to the public.

He said the point about reporting on where SSAF funds are applied is important and it is fair to say that is still a work in progress for the University. There hasn't been an established reporting system, so if you go back to when there was an Amenities and Services Fee and you look at the two reporting channels we had established then, what we had was that we would provide the audited financial statements to the University and that goes on its pathway up through some sub-committees and ends up at Senate. The other one was a report on the amenities and services fee incoming and how that was applied. The other report also went on the journey with the financial audited statements up through the pathway. They were the two mechanisms where we reported to the University and the one where we broke down the amenities and services fee potentially not in the same format but that similar sort of style he thought would be appropriate to go out to students as well.

He said that the number one priority is a summary page, putting the treasurer reports on there is appropriate. The next step is to show where the SSAF money is applied and that is a fundamental underlying part of the new legislation and the guidelines attached to it.

Dan asked Payne and Rob what would be different in terms of what they envisage us moving to upload today as opposed to what they are going to provide anyway? Would it be sufficient to do what they are already doing or are we going to provide something extra?

Payne said that we could potentially merge this motion so the motion essentially acts as a guideline as to what the pamphlet will provide in terms of details. He said he thinks the best way for us to be accountable and transparent to students is for us to provide that information – Rob clearly does too, which is why he has been working on it. He said he does not understand how we clearly have the numbers worked out to put next to each sub-heading on this budget summary. It surely can't be too difficult to provide, for example, how much each event is allotted, how much each catering outlet makes or loses. In that sense it could differ from what Rob does in being an even more simplified version of that which is just really plain to see what is being spent where and that anyone can read it and understand it.

Dan asked Rob if he was planning on providing that information anyway?

Rob said yes he was but he was going to try to make it a little more relevant so the information students receive is actually something that they are looking for. We will be saying how much we spent on O-Day, etc. He said he doesn't think we need to make breakdowns of where catering makes profit, or breakdowns of how much say one of the Enviro events costs.

Laura said she agrees there needs to be a balance between transparency and commercial sensitivity. She said she was speaking to Vishal about

this earlier to get his thoughts on it and he did mention that it is not really a practice of most publicly listed companies to go into that much detail in their release to any of their members or the public in general and she tends to agree. She said she thinks that would apply to us here. She does believe that students need to see where the money is going and the summary sheet does that to some extent. She said that she does agree that if we are going to provide more information it is very important how they interpret it. If you just put more items up there it isn't going to make it any easier for anyone to understand. Each department and each sub-council already in their reports has to say how much was budgeted and how much they have actually spent.

She said if a student wants to find out more they can look at the minutes or they can come into the Guild and have a look through the papers. So we are making it accessible and by providing something that does go into it a little bit further but with more descriptions about how it's relevant is appropriate. She said she doesn't think going into extreme detail as to the finer amounts is appropriate as is shown in other organisations.

Josh said that he is looking forward to the pamphlet. He suggested that perhaps on the pamphlet you could say that any student who wants a greater level of detail is welcome to come in and talk to Rob or Wayne if they want a further breakdown.

Valentina said that she has not spent any money over the past few months so the budget would be completely useless to then breakdown as sometimes it is also for Fitzgerald and Laura, to be constantly updating when a student wants to know where the money has gone, but it hasn't actually been spent. She said she supports the breaking down of the SSAF money as it is money coming from the students but at the same time we have a committee elected by students to help us fund this and create a budget, so it doesn't really make sense to therefore get so many opinions from students about where our money should go.

Barnes said he really likes Josh's idea. There is an issue of interpretation which has been brought up a few times. These are called worksheets because they are a work in progress, they are constantly changing. The line items stay fixed but within that individual line item the breakdown is constantly changing. He suggested a much more reasonable way of approaching it would be to have a section on the website or even in G-News to say if a student is interested in a particular area of the budget or SSAF expenditure and wants more information, questions can be directed to either the President or the Treasurer. He said he would be happy to assist students with that. He said if councillors are getting questions they can simply forward them onto himself and Rob and they can deal with them.

He said a much better way than giving a student a worksheet that is constantly changing is to explain in a simple way where the SSAF money is going, how it is spent, what the process is and who they can contact if

they want more information. He said we should be trying to make ourselves an inclusive and accessible organisation and we do need to be flexible but at the same time we have to be realistic about how the processes work. There are certain legislative requirements that we need to be wary of as well but a bit of discretion needs to be injected into these things as well.

Dumi asked Rob if we are not going to change the actual budget, could we not expand a bit more in the summary, for example it says presidential decrease of \$10,000 – surely could we in words without having to show the numbers say in theory what we've budgeted.

Rob said that was basically his plan. It will be like an extended treasurer's report and give a lot of the details from that. He said the big thing with his treasurer's report was to have a snappy thing that people could read in council and see the main changes we are making, why budget is different, etc.

Max said that he was impressed with the quality of the debate so far. He said he thinks everyone on council wants the same thing and that is to provide more and better quality information to students about how the Guild is spending their money. This requires a balance between releasing all of the information between commercial sensitivity but also upholding our obligations to students as a compulsory taker of their money through SSAF and to spend that money effectively. He said based on the arguments he has heard so far he thinks it is appropriate that a lot of the information is best dealt with outside of council. The sort of students who want to go through the budget line by line are the sort of students who are also going to want explanations for those line items which can't easily be provided in any written document. There is a reason why company reports overwhelmingly consist of directors' notes as an addendum to just the numbers on the financial reports themselves and he thinks that sort of information enquiries could best be dealt with by talking to Barnes and Rob. He said he also thinks the full line item budgets in isolation can be relatively unuseful. At the end of the day Rob has to spend money effectively and spend his time effectively because he is employed by students to do a particular role. He is not sure whether that role is best suited in terms of making sure he maximises the use of time but also maximising the use of Guild resources by putting forward full line item budgets which comparatively few students will read in isolation.

Dan made the suggestion that could Payne or Julian work with Rob over the next month and then see what Rob wants to add or doesn't want to add. Where there is disagreement to bring a list to Council and we can all go through it and see what we think. Rob said he wanted to finish it this month but he was happy to sit down with Payne or Julian and go through it.

Rob said it would be promoted online, through G-News and in hard form.

Lucas moved that the motion be put as originally amended.

*“That before the next Guild Council Meeting, the 2013 Guild Budget summary be uploaded to the Guild Website in order to promote greater transparency between the Guild and the students it represents.”*

*Moved: Cameron Payne*

*Seconded: Julian*

*Rapattoni*

Motion put. **Motion carried.**

**For:** Rajdeep Singh, Annie Lei, Lucas Tan, Luke Rodman, Maddie Mulholland, Julian Rapattoni, Cameron Payne, Dumi Mashinini, Joshua Bamford, Lizzy O’Shea, Judith Carr, Cameron Barnes, Robert Purdew, Laura Smith, Valentina Barron, Sophie Liley, Cameron Fitzgerald, Felix Lim, Daniel Stone, Gemma Bothe, Owen Myles for Rida Ahmed, Max Riley for Tom Henderson, Honny Garepo for Kelly Fitzsimons.

**Against:** None.

**Abstaining:** Daniel Stone for Georgina Carr.

Wayne stated regarding SAAF, it is expended by three different organisations, not just the Guild. He said it needs to be explained in any documents that go out that the Guild is just one organisation of now three, one being the University, one being the Guild and one being UWA Sports.

#### **7.5 That Guild Council endorse the attached terms of reference for a legal services working group.**

***Moved: Cameron Barnes***

***Seconded: Robert Purdew***

Barnes said this is sufficiently detailed enough to provide a clear vision for how we are going to go about this process of looking into methods of providing a free legal service. There is also a sufficient allowance that has been made for flexibility so if we have left someone out of the Committee the Student Centre Committee can add people to that working group. We have a working group of experts basically providing a feasibility study with options and potentially recommendations to a student committee which then provides a recommendation to Council which will then adopt a strategy hopefully before we go into our mid-year funding agreement.

The report should be finalised and provided to the Guild Student Senate Committee by 1 June 2013. If approved it is suggested that the project then be made ready for implementation by the start of Semester 1 2014. Hopefully this will go to Guild Council at the end of June meeting.

Julian asked is it possible to tie in the legal aid with another service learning unit possibly in the law school.

Barnes said this is one of the options that he has suggested in the terms of reference. It says we want different models and he has given three examples of different types of models he would like to see. One is a resource intensive model which is basically where you would employ a lawyer and put them in an office, another is with a student labour intensive model where we run a student legal advocacy service with more students working underneath pro bono supervising lawyers, and the final model is minimalist model which would be more cost-effective if the other two are not practical. This would probably be like a referral service as a lot of unions have where they have a preferred law firm where they will just say to their members if they want free legal advice go to this law firm and we will pay for it.

He said it is a real possibility that they might come back and say that we need \$100K which is not feasible and we can't do that. We then go to the University and ask for an extra \$100K in funding. If the university says no we may end up with nothing however he thinks it is definitely worth looking into.

Motion put. **Motion 7.5 carried unanimously.**

**7.6 That Guild Council endorse the UWA Student Guild Future Directions paper as attached.**

***Moved: Cameron Barnes***

***Seconded: Maddie Mulholland***

Barnes said he has been engaging in some wide consultation and the feedback has all been positive. He said he thinks it is very important for the Guild to have a long-term vision. As much as we are all working away to get things happening as soon as possible this year we should be thinking about the future as well. The one addendum he will add is that this paper doesn't consider the impact of voluntary student unionism. He suspects the coalition will probably be elected towards the end of the year and he thinks one of the items at the top of their agenda will be for fee reform. We should be keeping our finger on the pulse and we should be an organisation that is prepared for any fee reform. That will be a separate matter entirely.

What this paper is very much about is saying under a universal fee environment how do we respond to that so that we are meeting the greatly increased expectations of students when they are paying more money and when they are paying money compulsorily and are often not particularly happy about it. We may need to later on in the year look at a strategy for reverting back to a VSU model.

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

#### **7.7 Motion proposed from the floor**

**That the Guild Regulations concerning membership of Guild Committees be amended to bring them into line with the intention in all of them that is only explicitly stated with regards to Statutes Committee, which is that only non-councillor ordinary members can hold an ordinary member committee position. Specifically, that regulations 6.4.2.1(f), 6.5.3.1(d), 6.8.2.1(c), 6.9.2.1(e), 6.12.2.1(g), 6.13.3.1(c) and 6.14.2.1(e), be amended to include the words ‘non-councillor’ before ordinary members, as is the case with 6.10.2.1(d).**

***Moved: Cameron Payne***

***Seconded: Rida Ahmed***

Payne said this only came to his attention after the agenda was released and motion submissions had closed. The motion is regarding the committee elections. He said he believes that initiative is important to the transparency and accountability of this Guild to students.

He said basically as the regulations currently stand regarding membership of committees, only statutes committee specifies that the ordinary member positions cannot be Guild Councillors. He said none of the other committees specify this in their regulations. He said he believes that it was the intent of the regulations that that should be the case in line with statutes even though they don't directly explicit state it. He wants to amend the regulations to bring the other committees' regulations in line with statutes committee.

A resolution to change regulations has to be passed by an absolute majority of this Guild Council.

Lucas moved a procedural motion to waive notice requirements to allow this motion to be put. Carried.

Barnes said that this merits debate and there are a lot of other things that we should be looking at with the ordinary committee positions. He said he thinks we should be considering things such as whether the Guild President, the Treasurer, or even Council members can delegate positions to ordinary members or whether you can have standing invitees to committees. There are a lot of issues to consider here and he strongly suggested that we do debate this but at a later meeting. We are not talking about a simple Guild Council motion, we are talking about a change to the regulations. If we were to approve it now and if even we were to get it passed a meeting of 100 ordinary electors he is certain the Senate would reject it which is why they rejected Council's proposed changes last year. They passed Council in an amended form at an

ordinary meeting and senate knocked it back as they said they didn't like the process and they weren't consulted. He said this will be a lot of effort for nothing unless we go through a proper process.

He said we should take this to Statutes first and then bring it back to council to have a discussion about it.

Payne said he wanted to pass this motion at this Council meeting so that we can apply it to the elections taking place tonight. He said we can take it to Senate later in the year and apply it now.

He said that he was surprised by the fact that we didn't promote the fact that these nominations were open through the Guild Facebook page. He said it should have been promoted through the Guild Facebook page and non-councillors should be the only ones applying for the ordinary spots on committees and if that is not the case we should reopen nominations.

Laura said that she agreed with Barnes as she does have concerns with passing the motion tonight. She said she would like to have a chance to read the regulations and have a think about it. She said she would like to see determination made by the Statutes Committee as a guiding principle to see what they think about it as they are the committee who looks at this sort of thing. She said it would not be a good idea to make a decision tonight and then have a look at the election that has already occurred and refuse someone a position on that basis. Then if Senate does not pass it a few months down the track some people have missed out on positions they could have had. We all have a responsibility to make a well-informed decision and not rushing into changing regulations at the last minute.

Maddie said that the only reason she ran for the elections tonight is that the regulations don't allow delegation by someone who is already a member who possibly didn't feel that fell within their portfolio. With some committees it is President, Vice President, etc or their delegate. This doesn't occur with the positions which she has applied for so if that existed she wouldn't have had to apply as she would have been able to negotiate being their delegate. She also could have attended as a standing invitee but that isn't really the done thing and she personally felt that if she was going to be part of a committee she wanted to be elected fairly which is why she ran with everybody else.

She said she agrees it should be opened up to only students but because of the way that it is already worded and the fact that she wouldn't have been able to be part of it without being able to apply as well, we need to reword it so that it can be "or a delegate" and then say that only students can apply. This would have cleared all of it up.

Sophie said we had internal elections for these committees already and unfortunately people did miss out but there are so many students who are interested and not engaged. The people who read G-News are usually typically very engaged students and she agrees with Payne that it should

have been publicised on the Facebook page as well. She said she agrees with the motion but thinks it should be saved for next month so that we have the advance warning from Statutes and there is more likelihood that it will actually be passed.

Fitzgerald said he agrees with the motion but he thinks we are considering two motions here. He said that allowing a Facebook post would be discrediting the elections in general.

Max said that he appreciates the merits of this proposal. He thinks it is a topic which requires more debate. As he is a proxy for Tom he needs time to consult with the people who actually were voted in by the students of UWA to do this. Guild regulations are important which is why we have different majority requirements and why unlike most other Guild Council motions they have the whole University Senate oversight process but also the process of the general meeting oversight process. Because of that we need to consider changes to the Guild Regulations as something quite special.

He said the other important thing to note here is that at the end of the day this motion would have been in a very different context had it been discussed at the beginning of the meeting. We have now had a Guild election which has elected people to various Guild Committee positions. What this motion will then require is for this to go not only the general meeting process, not only to the University Senate, but for this council to then void an existing election process in order to guarantee an outcome which would at the end of the day change two people on committees.

He said he thinks the motion has merit but it needs to be discussed within the motion requirements in order to get the attention it deserves and it needs to have a reasonable amount of notice attached to it so that the people who really care about this debate could be in the room at the time it takes place. As this motion has come after the event itself it means that we effectively have another year before this motion would have any practical effect. We can use that year to make sure we get this right. He said Guild Regulations are important, we change them at our peril and we need to make sure that when we change Guild Regulations we do them in a considered manner.

Owen said he agreed with the motion but as the elections had already happened he didn't feel it could be passed tonight.

Dumi said that he agreed that these regulations do need to be looked at as it is not fair for an ordinary person to compete against someone who is already sitting on Council and therefore he agrees that they should be changed. He also said he feels that to say that we can't pass it tonight as the election has already happened is a little unfair as it wasn't scheduled that way. If the agenda had been followed then this motion would have been able to be put before the elections.

He said he feels that we can have the election but there is no rush into putting the elected people onto committees because if we look at when the people were elected for the committees last year it was later in the year. He said he would consider implementation of the election positions until the next Council meeting when we can come forward and say we have had a chance to look at the motion and we can then vote on it. He said he feels there is no need to appoint people now and we have a bit more leeway.

Julian said even though the election has happened this meeting hasn't closed and we can still change what has happened, the same is if a motion had passed. The meeting hasn't closed and it hasn't been written in the statute book. We can go back and void that if as a Council we decide that it was the relevant path to take. He said he agrees with Barnes in regard to the regulations and that it may not have been the correct time procedure to bring this motion forward but we could still amend the motion to recommend that Statutes Committee look into changing these regulations and that we apply in the meantime to follow in the spirit of the motion in regard to non-councillor positions. He said that by Councillors filling these positions it is monopolising our positions on the committees and it is diluting the committees' worth and representation of students.

Josh said he agrees with the intent behind the motion. The only issue he has with it is that it didn't go through the Statutes Committee. He presumed it would be brought up at the next Statutes Committee meeting along with all the proposed changes that we are hoping to make in all future Council meetings. It is the role of Statutes Committee to draft all amendments and additions to the Guild Statutes Book so he would be hesitant to make changes to the regulations that haven't passed through Statutes Committee in their entirety.

Barnes said he thinks we should go further. He said he thinks the Guild Council committees are too small. If we have 10 people saying they want to be on the Tav Committee why do we have to tell 5 willing students or even 5 willing council members who want to get involved that they are not allowed. He said he appreciates the sentiment from where this has come from however we are looking at the end of the year for a reason. These things take a long time. In terms of the idea that the meeting is not over and it is not too late to change the election, we could theoretically find a way to push it through Senate in the next three months and we could put the committee elections back. He said regarding the point of being in a rush to put people on committees, half of the work if not more of all of these committees is already done and it is the same in the Guild, if it doesn't happen by May it won't happen. Semester 2 is when we are tying up loose ends.

He said one of the things we need to be looking at is how do we put ordinary students on committees earlier. A good example is catering. We have already drafted our entire catering strategy for the year, started to

implement that catering strategy and are about halfway through implementation. We are going to be putting students on that catering committee where they are not going to be in any kind of position to drive the agenda as it has already been set. He said he would have loved to have those ordinary students back in December when we were making all these important decisions. Do we want to look at the way F & P is constructed? These things merit a really detailed look and that is why we can't make these decisions on a whim. There has to be notice for it and he thinks it would be very messy to try to put this off for several months. Last year the committees were appointed late but this was by mistake when they weren't advertised early enough, then there wasn't enough interest for people to get on the committees. A lot of the vacant committee positions remained despite advertising and we had to go through a second round to try to coax people onto the committees. He said he thinks this should be done quickly and if we wait any longer then there is no point to these ordinary Guild members being on the committees.

The final issue he wished to bring up was the Facebook issue. He agreed it should have been put on Facebook. This is the most heavily contested committee election we have had in his six years of university. We have never had 8 people run for a committee before. By no means would he suggest that this round of elections is not properly promoted or less advertised than it has been in the past. There are a lot of names that none of us has known of before. He said this is a team effort and it is important for people to be constantly giving him feedback on these issues and what they think. Council at the end of the day is a bit of a reactive body. We can't run the Guild through Council. We have to come up with ideas, be proactive, get feedback, implement strategies and then take those to Council for endorsement. If anyone ever has any suggestions about ways that we should be promoting ourselves or better engaging average students please let him know and don't wait for a Council meeting. If there is a time sensitive issue he is happy to shuffle his schedule around but he has to weigh up these things and prioritise.

Judith said she agreed with what Cameron had said and that it would be great to have those committee positions filled in December so everyone can get involved straight away. She agreed that it should have been promoted on Facebook but at the same time you want to get passionate people who presumably would already be reading G-News anyway.

Lizzy said that perhaps this motion could have been raised before the elections at the beginning of the meeting.

Payne said with regard to the Facebook issue he said he thinks we should be trying to engage all students and that he agreed it should have been put on Facebook.

Maddie said that she applied for the Student Services Committee because there were no councillors put on that committee. She said if you have a look through the regulations it is President, Vice President, SOC

President, Ed, PAC and no councillors. She said she is particularly passionate about that committee. With respect to Activities Committee she wished to tender her resignation.

Payne said he wanted to be on Welfare and he didn't think it was the done thing to apply for the non-councillor spot and was surprised when he saw that Council members had applied for this position. With regard to what Owen, Max and Cam have said it is not too late. This Guild Council can at any time declare vacant any of the positions on any of the Committees. It is not difficult to do that.

He said we can take this along with all the other regulation changes to Senate which he believes Statutes were planning on doing some time in April or May. He said he didn't believe they would have an issue with it. He said he thinks that we could safely say that there won't be any repercussions if we pass this motion and he also thinks that we can quite feasibly follow the spirit of this motion retroactively and currently with regard to the elections which have just occurred.

Motion put. **Motion 7.7 failed.**

**For:** Owen Myles for Rida Ahmed, Cameron Payne, Sophie Liley, Dumi Mashinini, Julian Rapattoni.

**Against:** Luke Rodman, Maddie Mulholland, Annie Lei, Cameron Barnes, Lucas Tan, Valentina Barron, Max Riley for Tom Henderson, Lizzy O'Shea, Robert Purdew, Daniel Stone for Georgina Carr.

**Abstained:** Rajdeep Singh, Judith Carr, Josh Bamford.

Barnes moved a procedural motion that Maddie's nomination on Activities Committee and Rob's nomination for Memberships Committee be rescinded. Replacements will be decided by a recount of the current ballots. Motion carried.

## **8.0 GENERAL BUSINESS**

### **8.1 Nominations for Ordinary Members of Guild Committee**

Shirley explained that the voting will be for each committee separately. There are a number of nominations for each committee.

Voting slips to be passed around which state how many positions there are. Each council member votes and give names in order of preference.

#### **8.1.1 Activities Committee**

Three positions of which one must be female.

Successful nominees: Sophie Smith, Kaila Stevens, Yutika Donohue

#### **8.1.2 Catering Committee**

Three positions of which one must be female.

Successful nominees: Lachlan Asfalck, Jacinta Kotula, Keahn Sardinha

#### **8.1.3 Media Committee**

Two positions of which one must be female.

Successful nominees: Tase Jaycobs, Heather Fordham

#### **8.1.4 Memberships Committee**

Two positions of which one must be female.

Successful nominees: Soraya De Bono

#### **8.1.5 Statutes Committee**

Two positions of which one must be female.

Successful nominees: Ben Tomasi, Zoe Lim

#### **8.1.6 Student Services Committee**

Four positions of which one must be female.

Successful nominees: Soraya De Bono, Dylan Wong, Zeenia Irani, Daniel Jo

#### **8.1.7 Tavern Committee**

Three positions of which one must be female.

Successful nominees: Katherine O'Loughlin, Monica Doyle, Sam Stopforth

#### **8.1.8 Welfare Committee**

Two positions of which one must be female.

Successful nominees: Jess Murray, Aiden Davey

Lucas said that at next month's meeting he would be bringing forward suggested changes to the Guild Election Regulations and there are a lot of changes that Statutes will be discussing and these will be brought forward for debate at next month's meeting. He said there will be two or three Statutes meetings before that and so any suggestions by email are welcomed. He said that probably at the meeting after the next he will issue a notice on Guild Council on the Guild Facebook page and anyone who wants to come to the meetings is more than welcome.

Maddie requested everyone sends their reports in Word documents. She is still awaiting bios from Tom, Zef, Georgina, Julian and Raj – will follow up by email. With regard to the repairs to the Guild Council room and the motion put at last Guild Council meeting, she hasn't had any feedback so if anyone has any feedback please let her know. She said as far as the PAC rules this is about to go before Statutes so this the final chance to provide feedback - please contact Valentina and Lucas about that. She is still going to do up some notes on how to use the Outlook calendar but please contact her if you have any problems using Outlook.

She congratulated the following people for being elected as the campus contacts on behalf of the Guild Council. For Nedlands Campus – Josh, for

Claremont Campus – Rida, for the QEII Campus – Luke, for Albany Campus – Lizzy, and for External Students – Georgina.

Julian asked Valentina and Barnes if we could make use of some of the Guild's facilities, for example the projector, and run some movie nights down at Oak Lawn? He said it would be a good idea to put a poll on Facebook asking what movies people would like to see, and they could hire beanbags, and have popcorn, etc.

Barnes said he wants to be in a position where he is as consultative as possible before Council meetings. This should not only make the meetings run more efficiently but there should be no surprises. He said he will block out the 2 hours before the next Council on the Wednesday afternoon and if anyone wants a briefing in the week leading up to the meeting he would be happy to arrange that. He said this is particularly pertinent to the next Council meeting when we will be discussing election regulation changes.

Maddie said if anyone wants to see the budget they should be encouraged to contact UWA Sports and Student Services as well and to remind them that their SSAF money goes to these areas as well.

## **9.0 CLOSE / NEXT MEETING**

Next meeting will be held on Wednesday 24<sup>th</sup> April 2013 at 6pm. Please contact the Guild Secretary ([secretary@guild.uwa.edu.au](mailto: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.