

MINUTES

SSU Council Meeting

Thursday 22nd December 2016



Meeting Details

Venue: UN413
Chair: Caitlin Bruty (President)
Minute-taker: Brendan Spackman-Williams (General Secretary)

Doc? Time

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- 1* **Welcome & Meeting Open** 10.28
Meeting open 10:28am. Council will observe one minute's silence for contemplation.

Procedural (Bruty): To take a 5-minute break.

Carried Unanimously

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- 2* **Acknowledgement of the Traditional Owners**
The SSU Council respectfully acknowledges the traditional owners of this land, the Wurundjeri people of the Kulin Nation. We acknowledge that we meet on stolen land and that the sovereignty of this land was never ceded. Council honours their elders past and present and recognises that this always was and always will be Aboriginal land.

3 Attendance

- 3.1 Required attendees: Caitlin Bruty (President), Brendan Spackman-Williams (General Secretary), Tori Pearce (Welfare Officer), Sam Roberts (Hawthorn Campus Chair), Ana Tinc (Environment & Sustainability Officer), Abigail Michell (Women's Representative), Christopher Jakobi (Indigenous Representative), Joshua Briers (Queer Representative), Xzavier Kelly (Education – Public Affairs), Suzanne Byron (Education – Academic Affairs), Swathi Shiva (Postgraduate Representative), Jared Berman (General Representative), Anthony Osborne (Education Officer), Joe Cullinan (General Representative)
- 3.2 Attendance: Caitlin Bruty (President), Brendan Spackman-Williams (General Secretary), Sam Roberts (Hawthorn Campus Chair), Ana Tinc (Environment & Sustainability Officer), Christopher Jakobi (Indigenous Representative), Joshua Briers (Queer Representative), Swathi Shiva (Postgraduate Representative)
- 3.3 Observers: Keith Warburton (Life Member), Amy Gilderdale (2017 Disability Support Representative), James Searle (Executive Officer), Alex McGilvray (2017 Welfare Officer), Chimauche Obi (2017 Person of Colour Representative)
- 3.4 Apologies: Suzanne Byron (Education – Academic Affairs), Anthony Osborne (Education Officer), Joe Cullinan (General Representative)
- 3.5 Absent without apology: Tori Pearce (Welfare Officer), Abigail Michell (Women's Representative), Xzavier Kelly (Education – Public Affairs), Jared Berman (General Representative), Anthony Osborne (Education Officer),

3.6 **Acceptance of Apologies**

MOTION (Roberts, Shiva):

That the apologies listed be accepted

Carried Unanimously

4 Confirmation of Agenda and Previous Minutes

4.1 **Ordering and starring of items**

MOTION (Roberts, Briers):

That the agenda as distributed be agreed to.

Carried Unanimously

4.2 **Ratification of previous decisions**

MOTION (Roberts, Briers):

That the minutes for the Council meeting on 28th November 2016 be accepted as a true and accurate record and published on the Union's website.

Carried Unanimously

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- 5 **Reports**
Written reports provided by representatives will be published and available publicly online.
- 5.1 **President Report** **doc**
- 5.2 **General Secretary Report** **doc**
- 5.3 Education Officer Report – Not Submitted
- 5.4 Welfare Officer Report – Not Submitted
- 5.5 **Hawthorn Campus Chair Report** **doc**
- 5.6 *Wantirna Campus Chair Report – VACANT*
- 5.7 *Croydon Campus Chair Report – VACANT*
- 5.8 *Disability Support Representative Report – VACANT*
- 5.9 **Environment & Sustainability Officer Reports** **docs**
Three-Quarter & Half honoraria claimed for the December & November reports respectively
- 5.10 Indigenous Representative Reports – Not Submitted
- 5.11 **Queer Representative Report** **doc**
- 5.12 Women's Representative Report – Not Submitted
- 5.13 **Postgraduate Representative Reports** **docs**
- 5.14 *International Representative Report – VACANT*
- 5.15 Education Officer – Public Affairs Report – Not Submitted
- 5.16 Education Officer – Academic Affairs Report – Not Submitted
- 5.17 *PAVE Representative Report – VACANT*
- 5.18 *Clubs Officer Report – VACANT*
- 5.19 General Representative – Jared Berman Report – Not Submitted
- 5.20 **General Representative – Joe Cullinan Report** **doc**
- 5.21 *General Representative – VACANT*
- 5.22 **Approval of Office Bearer Reports**

MOTION (Roberts, Shiva):

That the reports submitted and tabled above be accepted for full honoraria unless stated otherwise.

Carried Unanimously

- 5.23 **Executive Officer Report** **doc**
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- 5.24 **Finance Reports** **doc**

6 Business

6.1 Housekeeping, Office Update

The President will provide representatives with an update on office activities and other points of note.

6.2 NUS National Conference

For Discussion

6.3 NUS SSAF Implementation Report 2016

For Discussion

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6.4 Draft Staff Induction Document

For Noting

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6.5 Bar & Catering Staff Employment Awards

SSU's Enterprise Bargaining Agreement 2015 is written to cover all employees apart from catering employees. Currently Croydon Café staff are covered by the Higher Education Industry – General Staff Modern Award 2010, however Hammer & Swine staff are treated as though they are covered by the EBA, as they were recruited before the current EBA was approved.

Whilst the Higher Education Industry – General Staff Modern Award 2010 explicitly includes terms for catering employees working in a café style operation, it does not include terms for coverage of catering employees working in a bar, therefore the Hospitality Industry (General) Award 2010 with appropriate superannuation and other adjustments is more appropriate.

Under SSU's EBA, all employees receive a 3.3% wage increase each year on the 1st of January until 2019. Under Modern Awards, wage increases also occur annually however they occur on the 1st of July. The previous annual wage increase for Modern Awards was 2.4%.

Amendment (Roberts, Bruty):

That 1, 2 & 3 of motion 1 and 2, 5 & 6 of motion 2.

**Not Amenable to Mover
Lost**

MOTION 1 (Spackman-Williams, Shiva):

That Council resolves the following for the pay and conditions of Croydon Café staff:

1. A wage increase of 3.3% over and above the current Higher Education Industry – General Staff Modern Award rates be applied to the Croydon Café staff from 1st January 2017 to match the wage increase received by other SSU staff;
2. A wage increase will only be applied on 1st July 2017 if the annual Fair Work Australia wage review results in a wage increase of higher than 3.3%;
3. If the annual Fair Work Australia wage review results in a wage increase of higher than 3.3%, the difference will be applied;
4. Superannuation contributions will remain at 17% (7.5% higher than the Award);
5. Ordinary weekly full time hours shall remain at 36.75 (1.25 hours lower than the Award); and
6. Croydon Café wages will be reviewed again in November 2017.

Carried (1 against)

MOTION 2 (Spackman-Williams, Shiva):

That Council resolves the following for the pay and conditions of Hammer & Swine staff:

1. All new and current Hammer & Swine employees shall be covered by the Hospitality Industry (General) Award 2010;
2. A wage increase of 3.3% over and above the current Hospitality Industry (General) Award 2010 rates be applied to the Hammer & Swine staff from 1st January 2017 to match the wage increase received by other SSU staff;
3. After 1st January 2017, current casual employees shall be reclassified to an appropriate classification under the Award;
4. No current employee shall be worse off under the Award;
5. A wage increase will only be applied on 1st July 2017 if the annual Fair Work Australia wage review results in a wage increase of higher than 3.3%;
6. If the annual Fair Work Australia wage review results in a wage increase of higher than 3.3%, the difference will be applied;
7. Superannuation contributions will remain at 17% (7.5% higher than the Award);

8. Ordinary weekly full time hours shall remain at 36.75 (1.25 hours lower than the Award);
and
9. Hammer & Swine wages will be reviewed again in November 2017.

Carried (1 against)

6.6 **2016 Final Budget Changes**

Due to the Financial Delegation Policy passing earlier this year a number of budget lines are in essence in breach of this due to having more expenditure than their budget allows. Furthermore, a couple lines including the election look to be set to pass their budgeted amount and cannot be paid until an increased budget is passed by Council.

MOTION (Spackman-Williams, Briers):

That the below budget lines be amended as follows for 2016:

- Bank Fees at \$4,000
- Office Supplies at \$1,900
- Staff Amenities at \$800
- Workcover Insurance at \$4,500
- Association Insurance at \$3,500
- Elections at \$21,000
- Volunteer Supplies at \$1,200
- Toner at \$3,800
- Printing Improvements at \$5,200
- Liquor License at \$4,000
- Event Security at \$14,000
- Bar Business Insurance at \$500
- BBQ Supplies at \$10,300
- Breakfast Supplies at \$22,000
- Café Food Supplies at \$100,000
- Café Casual Wages at \$20,500
- Café Compliance at \$1,100
- Café Equipment at \$3,000
- Café Catering Expense at \$150
- Café Maintenance at \$500
- Café Business Insurance at \$500
- Equipment Hire Expense at \$300

Carried Unanimously

6.7 **Returning Officer's Report – 2016/2017 Election**

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We recently received the Returning Officer's report of the 2016/2017 Student Union Election. Council needs to approve this report and should consider some of its proposed changes before the next election.

There are a number of areas within the SSU's election regulations that could be looked at so it is proposed that a variety of changes are put forward for the 2017 Council to consider.

MOTION (Spackman-Williams, Briers):

That Council:

1. Accepts the 2016 Returning Officer's report;
2. Directs the Executive Officer to produce a report with recommendations for amendment of Regulation 1 – Elections, based on Returning Officer's reports from 2016 and earlier, and in consultation with the SSU representative leadership team.

Carried Unanimously

6.8 **2017 Funding Agreement**

Early this year, SSU was offered its 'non-negotiable' 2016 funding agreement of \$330,000.

This was negotiated during the year up to \$373,500.

This year our funding proposal saw us receive a 2017 funding allocation of \$450,000.

This has been negotiated up to \$472,756 for 2017.

MOTION (Spackman-Williams, Bruty):

That Council accept Swinburne University of Technology's offer of funding for 2017 of \$472,756.

Carried Unanimously

6.9 **Liquor License**

In order to provide alcohol off-site (out of Hammer & Swine) as part of a catering service a renewable limited license (or temporary limited license for each event) is required. If we were to secure a renewable limited license (or temporary limited license for each event) is required. If we were to secure a renewable limited license we would be able to cater pre-booked events with alcohol anywhere on campus (or indeed Victoria). The fee to apply to vary the license is \$203.80 and would be taken from the 2017 Hammer & Swine Compliance budget line.

This is a parallel process to our ongoing planning permit/liquor licence application process.

MOTION (Spackman-Williams, Roberts):

That Council resolves to authorise the Executive Officer to apply for a variation of SSU's existing Renewable Limited liquor license to allow it to cater pre-booked off-site events.

Carried Unanimously

7 **Other Business**

7.1 **Future meetings**

It will be noted that the following items, deferred or arising from previous meetings, will be added to a future Council meeting agenda.

There will be no more Council meetings in 2016 with the first Council meeting for 2017 to be called by the 2017 General Secretary to meet sometime in January.

8 **Closing Business**

8.1 Meeting closed at 12.04 PM.
