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**TASMANIA UNIVERSITY UNION
Board of Management
MINUTES**

For the meeting of the TUU Board of Management to be held on **Monday 30 November
2020 at 4:30pm**

via ZOOM video conference and Hobart Boardroom, TUSA Building, Sandy Bay

SECTION 1 – INTRODUCTORY ITEMS

1.1 IN-CAMERA SESSION

Nil

1.2 WELCOME

1.3 PRESENT

D. Bartlett, S. Gorringe (General Manager), R. Meredith, R. Mawad, T. Wienker, S. Crothers, B. Broad, J. Newman, S. Syed-Rohan (from 4:50 pm), H. Bresler (Searson Buck – for financial reports).

1.4 APOLOGIES

P. Ratcliffe

1.5 ABSENT

Nil

1.6 OBSERVERS

T. Lippis (Minute taking)

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1.7 CONFLICTS OF INTEREST

Board members are reminded of the requirements of clause 6 of the TUU's Conflict of Interest Policy (instituted on 28 November 2019) which requires members to identify and disclose any conflicts of interest including gifts.

No new conflicts of interest raised since previous meeting.

SECTION 2 – MINUTES AND MATTERS ARISING

2.1 AMENDMENTS

4.2 – Last sentence, committee should be on influence not commercial interest

Not correct – should be creating influence and value instead

Second last dot point – 6.0 (last page)

Could be great to have the top five but more when needed

Every second board meeting have a full big report, top points on the alternate weeks

Decision was made last meeting.

2.2 MINUTES

2.2.1 TUU Board of Management Meeting

APPENDIX A

Motion **Moved: R. Meredith** **Seconded: T. Wienker** that the minutes of the meeting of the TUU Board of Management held on **26 October, 2020** be accepted as a true and accurate record of the proceedings of that meeting.

CARRIED

2.2.2 TUU Board of Management Meeting Minutes Online

Motion **Moved: NA** **Seconded: NA** that the minutes of **26 October 2020** meeting are approved to go online, withholding appendices and any sensitive discussions.

General discussion was held regarding access to minutes and the resource required to make them accessible on the website.

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It was resolved that minutes should be available, but the method required further discussion.

DECISION:

Approved that minutes be made available, but further discussion required on how this occurs. Carried over to next meeting.

2.3 MATTERS ARISING FROM PREVIOUS MEETINGS

APPENDIX B

Taken as read.

SECTION 3 – CORRESPONDENCE

3.1 INWARD CORRESPONDENCE

Nil

3.2 OUTWARD CORRESPONDENCE

Nil

SECTION 4 – MATTERS FOR DISCUSSION

4.1 Strategic Forum Outcomes Report

APPENDIX C

General agreement that measures of engagement performance should be implemented.

Report taken as read.

4.2 FRAC Update

Verbal report provided but rolling minutes kept for this meeting, Tyson indicated that he is happy to include as part of BOM papers each month. Previous meeting they discussed importance of measurement going forward. TO progress work on TUU SRI Strategy, Tyson to get details on how the UTAS SRI Strategy has been

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implemented i.e. criteria applied. Once received hoping to incorporate into approach for TUU and progress discussions with Shadforth's.

Risk Policy drafted in preparation for discussion with FRAC next year. Further work on Risk Framework to be undertaken and possible BOM Workshop re: Risk Appetite to be arranged also.

No questions raised

ACTIONS:

- **T. Wienker to follow up UTAS Finance to access SRI Strategy.**

4.3 UTAS/TUU Partnership Agreement/Funding Arrangements for 2021

In October, the TUU and UTAS began a discussion on the 2021 budget. The TUU proposed 500K increase was rebuffed, the funding agreement will remain the same as 2020 – the bare minimum allowed by the current agreement. Discussion followed to determine whether the TUU adjusts its budget to account for the shortfall, or sources funding from alternate sources (namely investment portfolio).

DECISION:

Concede to UTAS funding proposal, ensure UTAS commitment to a series of enablers to allow the TUU to expand reach and engagement with students. Use enablers to gain a stronger footing for 2021 Partnership Agreement negotiations.

Draw on TUU investment portfolio to supplement funding gap. Commission TUU report into analysis and risk paper to determine best course of action for accessing portfolio.

ACTIONS:

- **T. Wienker to develop Analysis and Risk Paper on how much we can draw on and the downstream impacts on investments will be.**
- **S. Gorringer, B. Broad, D. Bartlett, T. Wienker to collaborate**

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All agree, SG, BB happy

4.4 Community Legal Practice Update

APPENDIX D

Proposal not ready to present to the board, however there has been excitement expressed from all sides, including the law school – a good coup

Key considerations:

- Need to create an association to support the CLP – creates a governance and risk problem that needs to be addressed
- Cost component – absolutely falls into SSAF and we know our SSAF will be reduced
- Where does the organisation draw the funds from? SSAF or TUU funds
- Agreement implemented in time for Sem 1 2021

General agreement to continue to investigate and move forward.

Tas Community Fund offers grants of up to 500K, program opens in Feb 2021.

JN to investigate

SECTION 5 – MATTERS FOR NOTING

5.1 General Managers Report

APPENDIX E

Received the report

S. Gorringer – Wanted to call out the significant work undertaken in the CS space

- Lots going on around planning in O-Week
- TUSA launch concert event on back of CS day
- New branding has returned – comms rollout plan to be devised

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BoM members are asked to deeply read the report, provide feedback to S. Gorringe. A discussion was held, from which it was requested that all BoM look for potential higher-level issues in the values report.

All to action – read through in depth to determine if there are any high-level problems

5.2 State President Report

[APPENDIX F](#)

Harvest work will require BoM and SC approval (\$30-35K). The aim is for this to support University students specifically, with overall funding provided by the state government grant that is likely to be received.

J. Newman raises a possible conflict of interest – She is part of local job taskforce which is not State Government funding but Federal funding instead.

No other notes.

5.3 Workplace Health & Safety Report

[APPENDIX G](#)

Will eventually be adjusted to become a RISK report.

No other notes.

5.5 Finance Report (Spotlight Report)

[APPENDIX H](#)

H. Bresler joined the meeting to discuss the TUU's financial report. As expected, a significant jump in expenses was reported. The TUU received 100K in the ATO cash flow boost. Approximately 32K of insurance policies to be paid back to the University at the end of Oct for which there were issues with bank authorisations.

The board expressed approval at the revised style of financial reporting.

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Report taken as read.

H. Bresler left the meeting

5.6 Policy Approvals

Updated policies for approval by board

Previously, the single behaviour policy was a coverall. It was decided to split this into several, more comprehensive policies.

Further policy to be provided and approved at future BoM meetings

FOR CONSIDERATION:

- EEO & Discrimination Policy
- Workplace Harassment and Discrimination Policy

APPENDIX I

APPENDIX J

APPROVED BY BoM – No objections

6.0 GENERAL BUSINESS

BoM meetings for 2021

DB – Final Monday of the month maintained

5:30 start preferable to accommodate more schedules

Mon 1th of Feb recommended for a BoM meeting – starting at 5:30pm

No other business raised

Meeting Closed: 5:32pm

Next Meeting: 1st February 2021