

University of Melbourne Student Union

**Report of
Justin Baré
General Manager, UMSU**

**To Students' Council
February 10, 2016**

SSAF Review

The University received the SSAF Review in late 2015.

The President and General Manager provided informal feedback in relation to the contents of the review document in a meeting with the University and stakeholder representatives in December.

The SSAF Review will be considered by the University Executive on February 9 and it is anticipated that the review will be released after this consideration has occurred. It is likely that there will be a further period of consultation and stakeholder engagement once the review has been released.

GSA – Future of Student Representation

On February 4 I met with Simon Naphine, General Manager, GSA, in relation to a range of matters.

As part of this discussion we agreed to make a joint recommendation to our respective organisations to commence a process of discussion in relation to the possible future arrangements to support student representation at the University. While the SSAF Review encouraged greater collaboration between the two student representative organisations there was no recommendation that addressed fundamental structural issues.

In the absence of recommendation of this nature it is unlikely that the University would initiate a process that invited UMSU and the GSA to commence discussions about potential future structures to support student organisations.

It is recommended that UMSU and the GSA engage in a two-stage strategy:

1. To set out a broad process to support negotiations between the two organisations and to seek University support for this project; and
2. To negotiate with the GSA in relation to a future structure and arrangements to support student representation.

UMSU should aim to finalise this process and implement new structures progressively in 2017.

It is recommended that Students' Council empowers the President, the General Secretary and the General Manager to engage in discussions with the GSA and the University in relation to stage one of this process.

Once the second stage of this process commences (if stage one can be successfully completed) then the President, General Secretary and the General Manager should seek further direction from Students' Council prior to further negotiation.

Legal Service

The Legal Service Working Group is scheduled to meet on Thursday December 11. At this meeting the Working Group will commence consideration of potential staffing models to support the future operation of this service.

MUSUL SciiP & Strategic Review

The University Executive was scheduled to consider the MUSUL Strategic Review at its meeting on February 9.

It is anticipated that there will be a subsequent opportunity for UMSU, and other stakeholders, to contribute to further discussions in relation to MUSUL's future strategic direction and the quality and nature of its service provision to UMSU.

MUSUL has undertaken to provide a range of documents to UMSU since November 2015 that relate to various operational issues such as:

- An outline of short and medium term improvement in service provision, and
- A Draft Change Management Plan in relation to the Unistore.

These documents have not been provided.

Unistore – Space

While the ongoing future of the operation of the Unistore will be the subject of the Draft Change Management Plan, MUSUL has responded to an UMSU proposal for a reallocation of space currently occupied by the Unistore.

MUSUL has proposed to reduce the space occupied by the Unistore and to allow UMSU to occupy the vacated space – approximately 65-70% of the current Unistore – as a hub for UMSU Volunteer Programs, including office space for student directors of Volunteer Programs.

While a definitive plan for the use of this space has yet to be finalised it is expected that this will deliver the following benefits:

- Increased exposure for UMSU on the Ground Floor of Union House;
- A more accessible and visible location of UMSU Volunteer Programs;
- The capacity to reorganise space on Levels 3 and 4 of Union House to accommodate anticipated growth in the UMSU Legal Service and recent staffing changes in the Advocacy Service.

Facilities and Services Agreement (FSA) Reporting Obligations

MUSUL has not provided UMSU with any new information or documentation.

FSA – Annual User Survey

In November 2015 the annual service user survey was undertaken. A Draft copy of the final report arising from this survey is attached for Council's consideration.

It is recommended that Council consider this report and an appropriate response.

Level 1 Bar Space

UMSU has appointed The Red Group to assist in the development of a business plan for the operation to the Bar. The Red Group will also be providing a range of other advice in relation to fit out and furnishing in the bar, as well as assisting in the selection of a food service provider.

The business plan is to be delivered in late February.

Union House Advertising

In conjunction with the Manager, Communications and Marketing, a process has been commenced to assess potential alternatives to current media screen advertising in Union House.

Any new arrangement will be determined on the basis of the following criteria:

- Increased capacity to promote UMSU events and services;
- Ease of administration; and
- Financial return to UMSU.

Clubs Online

Testing and development of Clubs Online continues to progress:

- The Coordinator, Clubs and Societies, has been testing and refining the Grant Application form and Clubs Online is very close to going live for Grant Applications, and Executive database management and communication to clubs;
- The Applications for Payment process requires more testing and this work will be undertaken by February 12 to ensure it is operating correctly; and,
- Training content still needs to be written and populated, as do the AGM forms for download. It is anticipated that this will be completed by February 26.

Accounts 2015

Initial assessment of UMSU's financial performance in 2015 has commenced. While a range of issues in the initial report are being assessed this report indicates that UMSU returned an operating surplus of around \$90 000 in 2015.

Auditing of UMSU's accounts in 2015 has commenced.

Staffing

Recruitment processes for:

- Coordinator, Volunteering
- Information Centre Officer
- Social Media Intern

are all underway.

A review of the staff induction publication has commenced.

Occupational Health & Safety

1. The RWL was closed on January 13 from 4pm due to excessive heat caused by the repetitive failure of the air conditioner. Temperatures exceeded 34 degrees and staff were sent home.
2. There were 2 incidences of burns at VCESS due to BBQ practices. Neither was serious and no ongoing first aid was required.