



## Branch Council Meeting Minutes 23 June 2017 3:30pm Teleconference

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The meeting opened at 4:02pmpm with Mark Sterrey in the Chair for the Branch Council Meeting, Friday 23 June 2017.

### Attendees

Mark Sterrey  
Gerard Hayes  
Andrew Lillicrap  
Leanne Starr  
Genevieve Partridge  
Sharon Carney  
Joan Caitlin  
Leanne Burns  
Annette Jones  
Darriea Turley  
Peter Mitchell  
Alan Wilcock  
Ray Dunn  
John Chester  
John Jetty Dore  
Claire Charles

Moved Ray Dunn/Leanne Starr that the identical matters included in the Branch Council meeting of the HSU NSW/ACT agenda 23 June 2017 have been dealt with previously by way of resolution or information purposes at the immediately preceding HSU NSW/ACT Union Council meeting, may not require further discussion after being moved, seconded and voted upon. Consistent with this, Branch meeting times run shorter than would be reflected in the Agenda.

### 1. **Observers/Proxies/Apologies**

**Resolution:** BC 07/2017

**Moved:** Alan Wilcock/Leanne Burns

“That the apologies, John Holgate, Patricia Reid, Shirley O’Riley and Proxies to Gerard Hayes provided by Lindy Twyford, Steven Fraser, Leigh Bush and observer Linda Zutitis be accepted and admitted to the meeting.”

**MOTION PUT AND CARRIED**

### 2. **Conflict of Interest, Related Party Transaction Disclosers and other Disclosures**

No conflicts or disclosures were declared at this meeting.

### 3. AGENDA ITEMS

#### 3.1 Expenditure on refurbishing Level 9, 109 Pitt St

The property owned by HSU at Level 9, 109 Pitt St has recently become vacant. The tenant (Randstad) occupying the premises for the last several years, gave notice at the end of March and the lease expires on 30 June 2017.

The rental paid to HSU was \$490/m, which amounted to \$305,000 for the whole floor of 623m.

The rental return was lower than current rental rates suggest that HSU can obtain for a refurbished property. The previous office fitout was a very disjointed office space, with no foyer and did not present well for commercial letting. It was not viable to continue with that fitout and therefore the outgoing tenant has been required to remove it completely and return the floorspace “back to base”, at their cost.

The HSU will therefore receive its floorspace as an empty shell, back in a condition ready to be fitted out again. Any new fitout will be at HSU cost.

The floor has two solid walls interrupting the overall floorspace (see proposed floorplan). This means it is more viable to redesign the floorspace as three separate suites, rather than one large office. The three offices would be 111m, 248m, and 166m. A 91m foyer or common area would also be created.

Creating three suites to rent also serves to minimise the risk to the HSU of having one large tenant who suddenly decides to move out. This is in fact what has just happened when we only received the minimum three months’ notice.

One tenant has already confirmed their intention (with a deposit and signed Heads of Agreement) to lease the space of the 166m suite (at \$850/m). The rental rate paid by the previous tenant for the whole floorspace was \$490/m.

HSU will need to engage a builder and project manager to provide the new fitout. Three quotes will be obtained as part of the tendering process.

The fitout will include the creation of three suites, fire safety compliance, air conditioning adjustments, dividing the electricity metering up into three units (currently the floor has only one meter), carpet/floor coverings and the creation of a foyer.

HSU policies provide that capital costs over \$100,000 must go to Union Council for approval. While the estimated cost is under \$200,000, I would like to allow for possible expenditure up to \$200,000, to allow for some contingencies that will need to be dealt with at short notice.

Given the extra rent that HSU will receive from renting it out in the current market, it can be expected that the fitout costs would be recovered with 6 months rental income.

**Resolution:** UC 08/2017  
**Moved:** Leanne Burns/Ray Dunn

“The Branch Council notes the report of the need to refurbish Level 9, 109 Pitt St to enable the creation of three suites for commercial leasing.

The Branch Council authorises the Assistant Secretary/Treasurer to spend up to \$200,000 on refurbishing the HSU owned property at Level 9, 109 Pitt St, Sydney.

To avoid further delay, the risk of extended vacancy and loss of income for the HSU, the Branch Council also authorises the Assistant Secretary/Treasurer to conduct a selective tender by obtaining three quotes from Project Managers/Building companies.”

**MOTION PUT AND CARRIED**

### **3.2 Managers Salaries**

**Resolution:** UC 09/2017

**Moved:** Peter Mitchell/Gillian Reilly

“The Branch Council endorses the incumbents of the positions of Secretary, Assistant Secretary/Treasurer, Chief of Staff, Manager MSD, Manager Industrial, Deputy Manager Industrial, Manager Public Health, Manager Aged Care, Manager Ambulance, Manager Private Health, Manager Finance receive a salary increase of 2.5% from the first pay period on or after 1 July 2017.”

**MOTION PUT AND CARRIED**

## **4. GENERAL BUSINESS**

Gerard Hayes, Secretary reported on the ROC, with the HSU NSW.ACT.QLD being under an enquiry which was reported in the media 22/6/17. This arose from a previous official Peter Mylan with FWC dealing with this matter from the past with these activities being taken as far back as 2012. It was noted that this strategy and approach of the ROC is expected to continue. The HSU will co-operate with any investigation and supply the limited information we have on hand. The last update on Kathy Jackson being back in court with her bail being changed and is now facing 167 charges with the hearing commencing 13/11/17.

There being no further business, the meeting closed 4:04pm.



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**Chairperson**

## Resolutions List and Attachments

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| BC 07/2017 | The apologies, proxies and observers be admitted to the meeting   |
| BC 08/2017 | The Branch Council authorises the Assistant Secretary/Treasurer to spend up to \$200,000 on refurbishing the HSU owned property at Level 9, 109 Pitt St, Sydney.  |
| BC 09/2017 | The Branch Council endorses the incumbents of the positions of Secretary, Assistant Secretary/Treasurer, Chief of Staff, Manager MSD, Manager Industrial, Deputy Manager Industrial, Manager Public Health, Manager Aged Care, Manager Ambulance, Manager Private Health, Manager Finance receive a salary increase of 2.5% from the first pay period on or after 1 July 2017 |