



Union Council Meeting

29 August 2018 10:00am

Saxon's, Level 10, 10 Barrack Street, Sydney

The meeting opened at 10:08am with Mark Sterrey in the Chair for the Union Council Meeting, 29 August 2018.

Attendees

Gerard Hayes
Mark Sterrey
Lynne Russell
Lindy Twyford
Bruce Rowling
William Oddie
Michael Callinan
Steven Fraser
Joan Catlin
Patricia Reid
Mark Jay
John Jetty Dore
Steven Oakman

Alan Wilcock
Robert Aney
John Jetty Dore
Mercedes Polanco
Toni Winters
Andrew Teece
Donna Riley
Gillian Reilly
Josephine Peacock
Jeffery Knee
Edalina Hondros

1. Observers/Proxies/Apologies

Resolution: UC 32/2018

Moved: Steven Fraser Michael Callinan

“That the apologies for Leesa Franks, Bryan Billington, Leigh Bush and Sharon Carney be accepted, with observers Ben Chapman, Angela Nigro, Kim Hadson and Linda Zutitis being admitted to the meeting.”

MOTION PUT AND CARRIED

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

No conflicts were declared at the meeting.

3. Minutes of Previous Meeting/s: (attachments)

Resolution: UC 33/2018

Moved: Bruce Rowling/Patricia Reid

“That the minutes of the Union Council meeting 20 March 2018 be accepted.”

MOTION PUT AND CARRIED

Resolution: UC 34/2018

Moved: Joan Catlin/Alan Wilcock

“That the minutes of the Union Council meeting via teleconference 14 June 2018 be accepted.”

MOTION PUT AND CARRIED

4. Matters arising from the Minutes:

There were no matters arising from the minutes.

5. SECRETARIES REPORTS:

Gerard Hayes, Secretary welcomed the new councillors explaining that at the start of the meeting he generally commences with a report on the membership growth. In 2012 membership was at 28,992, today the number is at 37,100, by the end of the year the union should see the membership number sitting at 38,000. The internal staffing numbers have grown as well from 49 staff in 2012 to 105 to date. The internal divisional structure was explained along with the wages and budget touching on value adding to the membership and making a difference to members lives.

The growth charts were presented with the explanation of the blitz days and the costs behind those days with the organisers visiting places that offer productivity.

10:35am John jetty Dore arrived at the meeting.

Gerard continued with an update for the upcoming conference at the end of September, with the running order of the event.

The National Union structure was explained across the state branches with Gerard providing the ratios of members across Australia. While holding the National Secretary position as an honorarium Gerard has cut the capitation fees by 15% due to the surplus in the National office.

Resolution: UC 35/2018

Moved: Bill Oddie/Lindy Twyford

“That the Union Council accepts the Secretaries report.”

MOTION PUT AND CARRIED

11:05am Ben Chapman arrived at the meeting

11:15am the meeting adjourned for a short break

11:30am the meeting resumed from a break

11:35am the meeting commenced with the audit report presented by Wayne Beauman and Martin Doerr from RSM Auditors.

6. FINANCE REPORT:

6.1 Audited Financial Statement Year Ended 30 June – RSM Auditors Reporting

Resolution: UC 36/2018

Moved: Jeffrey Knee/Steven Oakman

“Union Council notes that the Audited Financial Statements were received by Union Council at the meeting of 29 August 2018.

Union Council has heard the report of the Auditor from RSM and therefore adopts the Audited Financial Statements for the year ended 30 June 2018.

Union Council therefore authorises the President, Secretary, and Assistant Secretary/Treasurer to sign the Council Certificate for the year ended 30 June 2018.

Further, that the Assistant Secretary/Treasurer be authorised to sign the Accounting Officer's Report before being filed with the NSW Industrial Relations Commission in line with reporting requirements."

MOTION PUT AND CARRIED

A question arose regarding the maintenance of the HSU database. The cleaning of the system, and the updates to the system. Gerard Hayes confirmed that the HSU office is looking at a new CRM system.

12:15pm Daniel Mookhey joined the meeting to present to the Council.

12:37pm Daniel Mookhey concluded the presentation to the Council the meeting adjourned for lunch

12:56pm The meeting the meeting resumed from lunch

6.2 RSM Board Clearance Report (attachment)

Angela Nigro, Chief Financial Officer reported on the RSM Board Clearance Report, explaining in detail the attachments provided.

6.3 Balance Sheet and Profit and Loss to 31 July 2018 & Profit and Loss against budget – July 2018 (attachment)

Resolution: UC 37/2018

Moved: Patricia Reid/Josephine Peacock

"The Union Council accepts the monthly financial reports, Balance Sheet and Profit and Loss Statement for the period ending 31 July 2018."

MOTION PUT AND CARRIED

6.4 Budget and Cashflow Financial Year 2019 (attachment 6.4 & 6.4.1)

Angela Nigro reported on the attached reports. GH explained the honariaums to the members. The Delegates Conference approval of up to \$250K however it will not hit this expense.

Resolution: UC 38/2018

Moved: Gillian Reilly/Patricia Reid

"The Union Council accepts the Budget and Cashflow for the Financial Year 2019."

MOTION PUT AND CARRIED

6.5 Financial Disclosures as required under the Rules of the Health Services Union NSW (attachment)

For Noting.

6.6 Repayment of Market Rate Loan

The Commonwealth Bank Market Rate Loan was last renegotiated in May 2015 for an amount owing of \$6,458,765 over a three-year term. This loan was the remaining balance from the bank bill facility of set up some time ago by HSU East for the purchase of properties (for both rental returns and HSU occupied space) and the outstanding debt transferred to HSU NSW in November 2012 following the HSU East demerger of \$14,273,765. Since this time the Union has repaid the debt by \$10,273,765 leaving an amount outstanding of \$4,000,000 which will mature in October 2018.

It is proposed that the Union Council approve to repay the market rate loan in full at maturity which has been built into the 2019 financial year budget and cashflow. The opening cash at bank at the start of the financial year (July 2018) was \$8m. If approved the cash reduction of \$4m will leave the Union with approximately \$2.7m cash at bank in October 2018, with a proposed closing balance at June 2019 of \$4.7m. This will not affect the going concern of the Union as they will continue to have the ability to pay current liabilities with current assets as well as ensuring that sufficient cash flows are available to fund benefits for our members.

Resolution: UC 39/2018

Moved: Lynne Russell/Lindy Twyford

“That the Union commence proceedings to repay the CBA market rate loan in full and discharge the facility when it matures on 8 October 2018.”

MOTION PUT AND CARRIED

6.7 Audit and Finance Minutes July 2017 to June 2018 (attachment)

7. AGENDA ITEMS:

7.1 Employment Policy Review in light of Workers Compensation Ramifications (attachment)

The HSU recently asked our Lawyers McNally Jones staff to review our employment policies after some concerns relating to the stress felt by staff during performance management.

They have returned with advice in relation to the policy with two clauses which replace Clauses 11 and 12 Performance management and Serious Misconduct with the attached clauses.

They note in their advice that the proposed new clauses remove unnecessary time strictures in the existing policy and provide a new process that is aimed at correcting the deficiency rather than the process of managing it.

Resolution: UC 40/2018

Moved: Jeffrey Knee/William Oddie

“That current employment policy is amended to delete the existing clauses 11 and 12 and replace them with the attached clauses.”

MOTION PUT AND CARRIED

Patricia Reid raised a concern about the amount of time given to improve the staff performance only being 3 months which does not reflect in the membership for those working in the workplace.

Issue with the clause 11 and 12, the Council requires the wording that is being replaced on the clause.

Resolution deferred until this is clarified with movers Jeffrey Knee and William Oddie accepting the deferral.

7.2 Social Media Policy (attachment)

IT has come to the attention of the union that virtually all staff are engaged in the use of social media in their private lives and at times in their professional capacity. While the union endorses freedom of speech and sharing of ideas there have been occasions where an individual's personal views or interests have been shared throughout the organisation and there has been occasion where staff have been offended by the content of these views of interests.

Therefore, the Union has developed a policy to assist in social media activity and to ensure that all staff who are interested in social media can engage without potential offense whether intended or not.

Resolution: UC 41/2018
Moved: Lindy Twyford/Steven Oakman
"Union Council endorses the Social Media Policy as presented."
MOTION PUT AND CARRIED

There was a conflict of interest declared by Gerard Hayes that was overlooked at agenda item 2. Mark Sterrey called for any objections to the running order. There were no objections to this being declared.

7.3 Manager's Salary Increases

Resolution: UC 42/2018
Moved: Steven Fraser/Joan Catlin
"That the Union Council endorse the incumbent of the Secretary, Assistant Secretary/Treasurer, Chief of Staff, Manager Corporate Services, Manager Industrial, Deputy Manager Industrial, Manager Public Health, Manager Aged Care, Manager Ambulance, Manager Private Health, Chief Financial Officer and Membership Manager receive a salary increase of 2.5% from the first pay period on or after 1 July 2018."
MOTION PUT AND CARRIED

7.4 Ambulance Insurance

Gerard Hayes, Secretary - the papers will be presented at the next meeting.

7.5 ALP Election

HSU NSW Branch affiliated to the Australian Labor Party following a Union Council resolution in 2015. Union Council noted the importance of securing political support as well as industrial support to achieve outcomes for HSU members. During this time the union has been supported by a range of leaders and members of Parliament at both a State and Federal level which has seen outcomes in areas of health privatisation, aged care and enhanced

conditions for paramedics. It is with this in mind, it is recommended that Union Council supports a donation to the ALP in an effort to secure progressive leadership at a State and Federal level.

Resolution: UC 43/2018


Moved: Bruce Rowling/Steven Oakman

“Union Council notes that there will be a NSW state government election in March 2019 and that there will be a Federal Government election at some stage prior to June 2019. Union Council notes that as the HSU is a major affiliate to the Australian Labor party Union Council endorses a contribution to the Australian Labor Party of up to \$525,000.00 at the discretion of the Secretary.”

MOTION PUT AND CARRIED

8. GENERAL BUSINESS:

There being no further business, the meeting closed at 2:54pm.



Chairperson
7.12.18

Resolutions List and Attachments

UC 32/2018	The apologies and observers be admitted to the meeting.
UC 33/2018	That the minutes of the Union Council meeting 20 March 2018 be accepted.
UC 34/2018	That the minutes of the Union Council meeting via teleconference 14 June 2018 be accepted.”
UC 35/2018	That the Union Council accepts the Secretaries report.
UC 36/2018	<p>Union Council notes that the Audited Financial Statements were received by Union Council at the meeting of 29 August 2018.</p> <p>Union Council has heard the report of the Auditor from RSM and therefore adopts the Audited Financial Statements for the year ended 30 June 2018.</p> <p>Union Council therefore authorises the President, Secretary, and Assistant Secretary/Treasurer to sign the Council Certificate for the year ended 30 June 2018.</p> <p>Further, that the Assistant Secretary/Treasurer be authorised to sign the Accounting Officer’s Report before being filed with the NSW Industrial Relations Commission in line with reporting requirements.</p>
UC 37/2018	The Union Council accepts the monthly financial reports, Balance Sheet and Profit and Loss Statement for the period ending 31 July 2018.
UC 38/2018	The Union Council accepts the Budget and Cashflow for the Financial Year 2019.
UC 39/2019	That the Union commence proceedings to repay the CBA market rate loan in full and discharge the facility when it matures on 8 October 2018.
UC 41/2018	Union Council endorses the Social Media Policy as presented.
UC 42/2018	That the Union Council endorse the incumbent of the Secretary, Assistant Secretary/Treasurer, Chief of Staff, Manager Corporate Services, Manager Industrial, Deputy Manger Industrial, Manager Public Health, Manager Aged Care, Manager Ambulance, Manager Private Health, Chief Financial Officer and Membership Manger receive a salary increase of 2.5% from the first pay period on or after 1 July 2018.
UC43/2018	Union Council notes that there will be a NSW state government election in March 2019 and that there will be a Federal Government election at some stage prior to June 2019. Union Council notes that as the HSU is a major affiliate to the Australian Labor party Union Council endorses a contribution to the Australian Labor Party of up to \$525,000.00 at the discretion of the Secretary.