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## AGENDA – ANUSA SPECIAL GENERAL MEETING (SGM) 2 2022

Wednesday, 26 October 2022  
6:15pm, Zoom (with in-person option in the Granee Room)

*Join Zoom Meeting*  
<https://anu.zoom.us/j/89960621848?pwd=eEhRUes1TWZJeXoyc2lwblM2QU5XZz09>  
*Meeting ID: 899 6062 1848*  
*Password: 445422*

### Item 1: Meeting Opens and Apologies

- 1.1 Acknowledgement of Country
- 1.2 Apologies
- 1.3 Chair outlines standing orders for the meeting (please also see the following:  
<https://anusa.com.au/pageassets/about/meetings/ANUSA-Standing-Orders-Guide.pdf>)
- 1.4 Declaration of conflicts of interest

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### Item 2: Motions on notice

Christian moves a procedural to move 2.1, 3.1, 3.2, 3.2 on bloc.

Mover (Christian): Finance regulation changes are non-substantive. The budget is fixing up a few line items. We need to pass a budget to account for a few changes. Passing some stuff relating to ethical sponsorships. Nothing is particularly substantive. Lastly making sure that any business ANUSA establishes has a policy for ethical conduct.

Seconder (Jaya): Budget: changing FNP line item to reflect the projected loss. On ethical sponsorships, these policies reflect that any venture would be a separate legal entity. On the policy changes, the policy gives more power to the SRC and requires department consultation.

Question (Harry Danton-Jack): what did we make back on FNP.  
Jaya: that is just the loss.

Passes

### Motion 2.1: Updated finance regulations

The ANUSA Finance Regulations have not been systematically updated since 2017 in many parts. This update provides a number of much-needed changes. The majority of these changes are not substantive, but rather form a tighter, more coherent set of regulations.

This working document is provided to assist in understanding the drafting of motion 2.1 and 2.2: <https://drive.google.com/file/d/1EldmQx07-muE4AfslvP7mX9Zq1qQew1g/view?usp=sharing>

## **Motion**

Amend sections under the ANUSA Finance Regulations as set out below:

Amend Regulation 1.3.1 by deleting “\$200,000” and inserting instead “\$500,000”

Delete section 2.2 insert instead

## 2.2 Conflict of Interest

- 2.2.1 Officers of the Association must comply with section 22A of the Constitution.
- 2.2.2 Subject to section 22A, officers of the Association should avoid participating in making of financial decision in respect of which, although not constituting a material personal interest, they may reasonably be considered to have a real or perceived conflict of interest.
- 2.2.3 If an Officer of the Association is involved in the making of a financial decision in respect of which they may reasonably be considered to have a real or perceived conflict of interest then they must inform the General Secretary of that conflict of interest in writing.
- 2.2.4 The General Secretary must inform the SRC of any reported conflict of interest at the first SRC meeting after the General Secretary is informed of that conflict of interest.

Delete regulation 3.3.9

Delete regulations 3.3.17 and 3.3.18

Delete Schedule A

Delete Regulation 5 (‘PAYMENT TO MEMBERS OF THE CLUBS COUNCIL EXECUTIVE’)

Renumber Payment to Student Contractors as follows:

## 5. PAYMENTS TO STUDENT CONTRACTORS

### 5.1 OVERVIEW

5.1.1 Section 17(8) of the Constitution provides that no payment may be made to a member except as reasonable payment for services rendered to the Association. This Regulation is made to provide for reasonable payment to contractors who are members for services rendered to the Association.

5.1.2 Subject to this Regulation, and subject to the availability and allocation of funding, and execution of a contract, contractors may be paid for services rendered subject to the provisions of this regulation.

### 5.2 PAYMENTS

5.2.1 Payment will only be made to a contractor who holds a current Australian Business Number (ABN).

5.2.2 The amount of payment to a contractor is based on the expected outcomes expressed in the contract between the parties and as agreed by the ANUSA Executive.

5.2.3 Payment will only be made if a contract has been entered into and there is a legal obligation for the payment based on the terms of the contract.

### 5.3 PROGRESS PAYMENTS

5.3.1 Progress payments will only be made where such payments have been provided for in the contract between the parties and at such rate(s) as specified in the contract and on production of an invoice as agreed

between the parties.

### 5.4 TRAVEL AND OTHER EXPENSES

5.4.1 The Association will meet reasonable travelling or other expenses incurred by a contractor when travelling on Association business, or purchasing material for the Association, subject to production of receipts for any expenditure incurred and the agreed contractual terms.

5.4.2 All travel and expenditure are to be approved in advance by the President or their nominee.

5.4.3 Travel will be administered in accordance with the Associations' Travel Policy.

## Renumber Payments to Elected Officials and Ordinary Members as follows

## 6. PAYMENTS TO ELECTED OFFICIALS AND ORDINARY MEMBERS

### 6.1 Overview

6.1.1 Section 17(8) of the Constitution provides that no payment may be made to a member except as reasonable payment for services rendered to the Association. This Regulation is made to provide for reasonable payment to an ordinary member or elected officials not otherwise covered in the Payment Regulations for services rendered to the Association.

- 6.1.2 Subject to this Regulation, and subject to the availability and allocation of funding, ordinary members or elected officials not otherwise covered in the Payment regulations may be paid a discretionary honoraria.

## 6.2 HONORARIA

- 6.2.1 Payment of any honoraria is discretionary and depends on the decision of the SRC as to whether honorarium will be paid.
- 6.2.2 Honoraria may only be paid in recognition of voluntary service to the student body (over and above any basic duties of an office or role description). Voluntary service does not give rise to an entitlement to an honorarium.
- 6.2.3 Honoraria may be paid to an ordinary member or elected official not otherwise covered in the Payment Regulations, who has made a contribution to the student body, which in the opinion of the SRC warrants an honorary payment in accordance with this regulation.

## 6.3 ADMINISTRATION

- 6.3.1 The total amount available which may be allocated is to be set by the budget of the Association passed at the first General Meeting held in the first Teaching Period of the Academic Year. No more than half of the budgeted amount for honoraria may be allocated within the first Semester. Unallocated funds from the first Semester may be allocated in the second Semester.
- 6.3.2 The ANUSA General Secretary will open nominations to receive an honoraria at the first SRC of Teaching Period 2 and 4. Nominations will remain open for two (2) weeks.
- 6.3.3 An ordinary member or elected official not otherwise covered in the Payment Regulations may be nominated or self-nominate to receive an honoraria.
- 6.3.4 The total amount an individual can be nominated or self-nominate for cannot exceed \$1,000.
- 6.3.5 Nominations received will be reviewed by a committee (the Committee) comprising the ANUSA President (or nominee), ANUSA Treasurer, a Department Officer, a College Representative, a General Representative and a member of the Clubs Council Executive.
- 6.3.6 In reviewing nominations, the Committee has the discretion to recommend either full, part or none of the nominated honoraria amount.
- 6.3.7 If a Committee member has been nominated or has nominated someone else, they will abstain from the discussion regarding that nomination.
- 6.3.8 The Committee will make recommendations for honoraria to be allocated to be decided at the final SRC of Teaching Period 2 and 4. Decision by the SRC will be a resolution passed by 70% of the members of the SRC present and voting.
- 6.3.9 Successful nominees must provide their bank account details to the ANUSA Treasurer within ten (10) teaching days on being notified about their honorarium.

Delete renumbered 6.3.7 and insert instead:

- 6.3.7 If a Committee member has been nominated or has nominated someone else, they may not vote, participate in discussion or be present during discussion of that nomination.

**Moved:** Christian Flynn  
**Seconded:**

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## **Motion 2.2: Changes to Department Officer Stipend and Related Changes**

### **Preamble**

Department Officers are critical in supporting marginalised students at the ANU. Currently, Department Officer remuneration varies greatly between departments, with inconsistency making financial stability of the role difficult. These changes are two-fold: the first is a change to the total pool available for departments, and the second is a few changes to improve the structure of payments. These involve solidifying the payment to department officers through a more fixed percentage system, as well as commencing payment from 1 December.

There are further changes made which seek to align the rest of the Department Officer regulations more closely with the rest of the finance regulations. These changes are mostly non-substantive.

### **Motion:**

Amend sections 4.1.2 as follows:

4.1.2 Subject to this Regulation, and subject to the availability and allocation of funding, a Department Officer may be paid a stipend as an elected Representative of the Association and member of the Student Representative Council under the ANUSA Constitution, which role includes the proper discharge of their responsibilities as Departmental Officer.

Delete sections 4.2-4.5 and replace with:

#### **4.2 Stipend**

4.2.1 The Department Officer is responsible for the effective and efficient operation of their Department and for meeting the core responsibilities of the Department Officer. In fulfilling their role, they may delegate some of their functions to a deputy or other members of the Department (the “delegate”). In recognition of their contribution to the Department, the delegate may be paid part of a stipend that would otherwise be paid to the Department Officer.

4.2.2 An amount allocated to an individual as stipend shall be paid in tranches (no more frequently than monthly) in arrears. It is a condition of payment of the stipend that the Department Officer is effectively fulfilling the duties of Department Officer.

#### **4.3 Withholding Stipend**

4.3.1 It is a requirement of payment of stipend that the stipend recipient is fulfilling the core responsibilities of the Departmental Officer or of the work delegated to them.

4.3.2 The core responsibilities of the Departmental Officer are:

- (a) Duties set out in section 11(3) of the Constitution
- (b) Duties set out in section 11(5) of the Constitution
- (c) Duties set out in section 26(14) of the Constitution
- (d) To attend any induction training set as mandatory by the ANUSA President

(e) Ensure proper financial records are maintained by the Department and provide financial information, financial documents and financial reports relating to the operation of the Department in a timely manner on request from the ANUSA Treasurer;

(f) ensure that expenditure of funds of the Department is compliant with SSAF requirements and any funding agreement to which ANUSA is subject; and

(f) such other duties as are reasonably determined from time to time by their Department and set out in the Department Constitution.

4.3.3 The ANUSA Executive may (on recommendation of the Department concerned and following a meeting of the Department members where a motion to withhold or suspend payment from a Departmental Officer was passed by seventy per cent (70%) of those present and voting) suspend or withhold payment of the stipend or part of the stipend for a specified period to a Department Officer if, in the opinion of the Executive, the Officer is failing to adequately perform the ~~duties~~—core responsibilities of their office.

4.3.4 Before withholding or suspending payment of stipend, the Executive must be satisfied that the Department concerned has counselled the Officer and provided the Officer with a reasonable opportunity to remedy the identified shortcomings in performance before suspending or withholding the stipend (pursuance to section 50 of the Act).

4.3.5 A Department may refer the question of withholding stipend to the ANUSA Executive for decision, if the Department considers this to be in the best interests of the Department, in which case the ANUSA Executive may decide the matter.

4.3.6 Payment of a stipend is not intended to imply or create an employment relationship with a recipient. Office holders of Departments remain responsible under the ANUSA Constitution and the provisions of their Department Constitution, for the performance of their office.

#### 4.3 Honoraria

4.3.1 Payment of any honoraria is discretionary and depends on the decision of the Department or collective as to whether honorarium will be paid.

4.3.2 Honoraria may only be paid in recognition of voluntary service to the student body through a Department or collective (over and above any basic duties of an office). Voluntary service does not give rise to an entitlement to an honorarium.

4.3.3 Honoraria may be paid to a Department Officer, or to other members of the Department who have made a contribution to the Department, which in the opinion of the Department warrants an honorary payment in accordance with this Regulation.

#### 4.4 Administration

4.4.1 Each department shall receive an equal total allocation of honoraria and stipends.

4.4.2 In 2023, this amount shall be a total of \$25,000 for each department.—The total amount will be increased each year in line with the Consumer Price Index (CPI – all groups).

4.4.3 The Department Officer shall be allocated 80% of the total pool. A higher percentage cannot be allocated to the Department Officer out of the total pool. The Department collective may choose to reallocate a portion of this funding to a collective member or members other than the Department Officer by a vote passed by sixty-six per cent (66%) of the Department collective.

4.4.4 Each Department's pool for non-Department Officer honoraria and stipends shall be no less than \$5000. The Department collective shall choose to allocate this funding to non-Department Officer honoraria by a vote passed by fifty per cent (50%) of the Department collective.

4.4.5 The allocations outlined in 4.4.3 and 4.4.4 shall be presented to each Department's collective at the first meeting of the calendar year,

4.4.6 If a Department has Co-Officers, the Department Officer stipend shall be equally split between them.

4.4.7 Should a Co-Officer commence part way through another Co-Officers term, both officers shall each be paid on a pro-rata basis from the date on which they commenced. The division of Department Officer stipend may be adjusted by agreement of both Co-Officers and by a vote passed by fifty per cent (50%) of the Department collective.

4.4.8 Payments made to Department Officers shall be made commencing in the first pay period after a Department Officer is elected.

4.4.9 If a Department Officer considers they are unable to fulfil the core responsibilities of the Department Officer they should draw this to the attention of their Department so that responsibilities can be delegated as envisaged in Regulation 4.2.1.

4.4.10 Processes for payment of any honoraria will be in accordance with the Association's Payment of Stipends and Honoraria policy.

4.4.11 Where during the year, a Department Officer ceases to perform the role, they are entitled to pro-rata payment of the stipend to the date they ceased to perform the function.

4.4.12 An individual who commences as a department officer during the year is entitled to payment of stipend on a pro-rata basis from the date they commenced in the role.

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**Commencement**

The amendments to the Finance Regulation set out in this motion shall commence from 1 December 2022. After that time, this commencement clause shall be deleted from the Regulations.

**AMENDMENTS ON NOTICE**

Amend 'assumes the role' in 4.4.8 to 'is elected' - *Friendly to the mover*

Amend 4.2.2 to '4.2.2 Department Officer stipend shall be paid fortnightly unless otherwise agreed between a Department Officer and the ANUSA President. It is a condition of payment of the stipend that the Department Officer is effectively fulfilling the duties of Department Officer.' - *Friendly to the mover*

Renumber all of section 4.3 'withholding stipend' as 4.5 - *Friendly to the mover*

Add to the end of 4.4.3 'A Department Officer may not be allocated less than 40% of the funding pool, unless their funding is restricted or withheld per a process present elsewhere in these regulations.' - *Friendly to the mover*

**Moved:** Christian Flynn

**Seconded:** Aarfa

Christian: there are issues raised with how much was given to depts overall and how they were paid specifically. this fixes some of the worst of it. we'll start paying dept officers from 1 december so they're paid over summer. rest of changes are non substantive other than 4.4 which is administration. other changes i'm making i'm happy to talk to as well. these changes - i acknowledge that this was raised by dept officers and the efforts made to put this on ANUSA's agenda - this gives an extra 10,000 to each department from 1 december this year. this is good - depts do a lot of work - paying depts and officers more makes a huge difference. what convinced me of many things - worth thinking about - is all

department officers are currently paid less than all senior residents at this university at the moment. i wouldn't move this unless i had a high level of confidence in our budget situation moving forward - we're under pressure at the moment, working hard on it right now, have solutions on the table. has been hard with PARSA defunding and SSAF. broader question of prioritisation - depts matter, their work matters, step towards that. don't want to say it remunerates appropriately - it's a step in the right direction. happy to answer questions. thank you to department officers

Ben: Conflicts of interests - incoming Department Officers cannot vote on or speak to this motion. Flag that there are a lot of amendments on notice that are all friendly.

Aarfa seconds.

Remi: Just want to say - believe in paying students slave wages? no? then vote for this

Chido: Not a fix, not a standalone. Dept officers can be paid more but doesn't mean people will respect them more. I hope everyone respects Dept Officers more next year - far overdue.

Phi: really long overdue. I wanted to emphasise that there is a budget problem but this problem exists because ANU doesn't fund the student union and doesn't want to fund activist wages. ANU treats the departments as service providers. They put so much unpaid labour onto department officers. We need more funding to pay everyone properly. Junior exec are also below the Henderson Poverty Line. We should also be fighting for more SSAF. We need more money to be able to funnel it to important priorities like this.

Freya: Very for - want to note a few things - this increase may not equate to minimum wage. Still not a living wage. Still an enormous burden to be an officer. Still not a living wage. Really not comfortable being in an Officer position and asking for more money knowing it's coming from SSAF - their lies a certain level of responsibility in the exec and the SRC to continue fighting for this, this is step one. Not just Dept Officers job to defend their right to being paid.

Katchmirr: Echoing what is said - this is a start, meagre start in the scope of what ANUSA can do, in future this needs to be increased, not just for Officer but for Department executives. Doing identity labour - inappropriate to be paid so little - doing amazing work. Uncomfortable to fight for this, you have to make sure these dialogues are happening without officers having to beg for it. This needs to be a part of the discourse of ANUSA every year. It's a start.

Katrina: As a dept treasurer, the ISD's structure is quite different - really essential for ISD treasurer, we have a special situation, really happy that next treasurer can determine on this motion

Jaya: Big priority for this SRC and future SRCs. important we discuss how we accommodate this in future budgets - in ideal budget scenario this is very easy to accommodate, there's 35,000 put aside for a Governance Review, reallocate. In non-ideal scenario this is a tougher situation, there's not an ideal situation - we will have to run a SSAF campaign. There are no other services that can be cut down. I am very much for this because this is a priority - it's important we pay people closer to properly.

Christian: Briefly, appreciate everyone who spoke, Jaya is right - there will need to be some tough conversations but that should start and end with why the ANU is not doing more, we should do that publicly, hold ANU accountable through that mechanism. They need to cough up more, we need to hold them to that. That is a priority, especially if we don't have a much larger budget pool available next year.

Motion passes. yay!

### **Item 3: Other Business**

#### **Motion 3.1: 2022 Budget**

ANUSA approves the 2022 budget in appendix A.



Moved: Jaya Ryan  
Seconded: Christian Flynn

Passes.

### **Motion 3.2: ANUSA Ventures Ethical Standards**

That the ANUSA Executive ensure the constitution of any commercial venture established by ANUSA includes a provision that requires the directors of the venture to conduct the business in an ethical manner, including by adopting an appropriate ethical code of conduct that addresses ethical issues that may arise in the conduct of the business such as in areas of human rights, labour right, and environmental sustainability.

Moved: Jaya Ryan  
Seconded: Christian Flynn

Passes.

### **Motion 3.3: Ethical Sponsorships Policy**

ANUSA endorses the updated Ethical Sponsorship Policy in attachment B.

Moved: Jaya Ryan  
Seconded: Christian Flynn

Passes.

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### **Item 4: Meeting Close**

Close of Meeting: 6:40pm

Released: 24 October 2022 by Ben Yates

The next general meeting of ANUSA will be in 2023.

## Appendix A

### 26/10/2022 ANUSA Budget

<b>Operating Expenses</b>	
Accounting and Bookkeeping	\$1,500.00
ANUSA Committee Projects	\$500.00
Auditing	\$10,000.00
Bank Fees	\$2,000.00
BKSS Consumables	\$56,000.00
BKSS Non-Consumables	\$13,500.00
Bus Expenses	\$6,000.00
Bush Week	\$23,000.00
Cleaning	\$13,000.00
Clubs Funding & Council	\$155,000.00
Clubs Training & Events	\$20,000.00
College Representatives	\$3,000.00
Consultancy & Legal Expenses	\$30,000.00
Departments & Collectives	\$110,000.00
Education Committee	\$6,000.00
Elections	\$200.00
Equipment	\$5,500.00
Fees & Subscriptions	\$35,000.00
General Representative Projects	\$4,000.00
IT Support & Equipment	\$7,500.00
Leadership & Professional Development	\$25,000.00
Marketing & Communications	\$5,000.00
Meeting Expenses	\$1,000.00
NUS	\$10,000.00
O-Week	\$29,095.67
Friday Night Party	\$180,000.00

Other Employee Expenses	\$12,000.00
Printer	\$5,500.00
Replacement & Maintenance	\$3,000.00
Salaries and Wages/Workers' Compensation Insurance	\$1,449,910.92
Skill Up	\$10,000.00
Stationery/General Supplies/Postage	\$4,000.00
Student Assistance Grants	\$300,000.00
Student Assistance Purchases	\$40,000.00
Student Engagement	\$25,000.00
Telephone	\$400.00
Utilities	\$13,000.00

Total Operating Expenses Without Night Cafe	\$2,614,606.59
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Ethical Sponsorships Policy

Last Updated: October 2022

By: Jaya Ryan, ANUSA Treasurer

## **Ethical Sponsorships Policy**

### **1.0 Introduction**

#### **1.1 Purpose**

This policy outlines ANUSA's methodology for engaging and entering into ethical sponsorship relationships with outside organisations.

By seeking and receiving sponsorship, ANUSA can reduce our reliance on SSAF and provide additional services and programs to students at the ANU.

#### **1.2 Preface**

ANUSA strives to represent the values of students at the ANU and to adhere to these organisational values when entering into sponsorship arrangements with third parties. ANUSA actively seeks opportunities to work with external organisations to achieve shared objectives.

#### **1.3 Scope**

This Policy applies to all sponsorship and advertising arrangements entered into by ANUSA.

This Policy outlines:

1. The criteria to be approved as a sponsor or advertiser for ANUSA;
2. Benefits of being a sponsor or advertiser with ANUSA;
3. Types of sponsorship or advertising arrangements ANUSA will not enter into;
4. The responsibilities of all parties involved in a sponsorship or advertiser arrangement in order to ensure there is neither conflict of interest nor negative impact on ANUSA;
5. Transparency of registered parties;
6. The party approval and rejection process; and
7. The creation and makeup of a committee to oversee the party approval and rejection process.

#### **1.4 Definitions**

Sponsorship is a commercial arrangement where a sponsor supports an activity in return for certain specified benefits. Sponsorship can come in two forms:

1. In-kind sponsorship, where the sponsor provides ANUSA with a substantive donation of sorts for use in an ANUSA event or by students.
2. Monetary, where a sponsor gives ANUSA a cash amount in exchange for benefits specified in a contract.

Sponsorship does not include:

1. Joint ventures;
2. Consultancies; and
3. Unconditional gifts, donations, bequests or endowments.

Other members of the committee refers to the General Representatives elected to the committee as per the procedure in this policy.

Specified benefits can come in three forms:

- O-Week/Bush Week/Friday Night Party named sponsor:
  - ANUSA allows the sponsor's name/brand to be named as the principal sponsor for the whole week, e.g. ANUSA x \_\_\_\_\_ Presents: OWeek/Bush Week/Friday Night Party.
  - ANUSA may allow for a business stall in the hub of ANU for the entirety of O-Week/Bush Week.
  - ANUSA may allow for the business logo and name on canvas show bags to be handed out.
  - ANUSA may allow for the logo printed alongside ANUSA on event postcards.
  - ANUSA may allow for the logo to be on the ANUSA Facebook Event Banner.
  - ANUSA may allow for logo inclusion on Friday Night Party Collateral.
  - ANUSA may allow for other sponsorship activities to be included as part of being a named sponsor.
- Market Day Stall as sponsorship:
  - ANUSA allows the sponsor to hold a stall at a market day, which would include market day at either Bush Week, O-Week, or both.
- Other sponsorship activities:
  - ANUSA may allow for other sponsorship options that do not fall under the above categories.
    - The procedure for approving other sponsorship options is established in clause 2.1.1
  - For example, sponsorship activities could include running a partnered event with ANUSA, Facebook posts on our page and in New@ANU, logo on the O-Week/Bush-Week posters, and/or promotional material in the showbags.

Rejected party refers to all organisations rated by the committee to be unfit to enter into a sponsorship or advertising arrangement with ANUSA, as outlined in clause 2.1.

## **2.0 Policy**

### **2.1 Approval criteria**

Before entering into a sponsorship or advertising arrangement with ANUSA, outside organisations must meet certain “approval criteria” as outlined in this Policy.

Any sponsorship or advertising arrangement ANUSA undertakes must not compromise ANUSA’s reputation, public image, probity or its ability to fulfil its duty and function of supporting the welfare and representation of students. ANUSA reserves the right to not enter into arrangements that may compromise the above.

ANUSA will not enter into sponsorship or advertising arrangement with a potential sponsor and/or advertiser whose interests, objectives and/or mission are in actual conflict with those of ANUSA.

ANUSA will not enter into sponsorship or advertising arrangements with organisations that, in the course of their regular business practice violate the following:

1. Constitutional
  - a. Contravene the ANUSA Constitution or Code of Conduct,
2. Environmental
  - a. Destroy protected environments;
  - b. Finance or support activities which cause environmental harm;
3. Exploitative
  - a. Market, promote or advertise products or services in a misleading or deceitful manner (i.e. multi-level marketing);
  - b. Violate labour rights, including exploitation of workers through the payment of below award wages or poor working conditions without reparations;
  - c. Engage in corruption or bribery;
4. Social Harm
  - a. Create, manufacture, encourage, or perpetuate militarism or engage in the manufacture, distribution or sale of armaments;
  - b. Manufacture or promote tobacco products;
  - c. Discriminate by way of race, cultural background, sexual orientation, religion, belief, ability, age or gender in employment, marketing or advertising practices;
  - d. Perpetuate a culture of harm towards women in their workplace;
  - e. Promote unhealthy body image in order to sell a product;
  - f. Contribute to the inhibition of human rights generally;
  - g. Promote animal cruelty for sport;
  - h. Promote gambling or casinos.
5. Miscellaneous
  - a. Any other activities which the committee deem would make entering into a commercial relationship between the organisation in question and ANUSA inappropriate.

It is the role of the committee to determine whether potential sponsors and/or advertisers are in violation of the above criteria, and only approve those that comply with the criteria.

When practical, the committee will seek to examine the supply chains, subsidiaries or major subcontractors of parties to ensure that organisations do not contravene the terms of this Policy.

### **2.1.1 Vetted Parties Register**

The vetted parties register shall provide for three levels of sponsorship approval: Level A, B, C. Vetted parties may only be assigned to one of these sponsorship tiers.

Level A shall contain sponsors that are permitted to engage in any sponsorship activity with ANUSA. This includes activities up to and including being an O-Week/Bush Week/Friday Night Party named sponsor.

Level B shall contain sponsors who will be permitted limited engagement with ANUSA sponsorship. This includes all sponsorship activities except for O-Week/Bush Week named sponsorship and its associated benefits.

Level C shall contain sponsors who will only be permitted to have a Market Day stall as sponsorship and nothing else.

The committee may choose to add new sponsorship activities which can be offered to sponsors on the vetted parties register. Such activities must be vetted and placed into a sponsorship tier by the committee before it is offered to a sponsor. The inclusion of new specified benefits must be recorded in the minutes of the committee meeting in which they are vetted and placed into a sponsorship tier.

The content of both registers are inherently confidential.

### **2.1.2 Party Registers**

There are two registers: the vetted parties register and the rejected parties register. The vetted parties register shall contain sponsors assigned to levels A, B, and C. The rejected parties register shall contain all organisations rated by the committee as rejected parties.

The committee may amend the registers at a meeting of the committee for that purpose, and the committee may add parties to the registers if this policy allows it. Once on a register, a party shall be automatically approved if placed on the vetted parties register, or rejected if placed on the rejected parties register.

Any representative may write to the committee, if they consider that a party on the approved party list should not be on the list. The committee will re-consider the approval of any party following the receipt of such a communication. The SRC may overrule the committee and amend the registers by motion. The SRC may only meet in camera to discuss such a matter.

### **2.1.3 Reassignment of vetted and rejected parties**

The committee may choose to reassign sponsors and/or advertisers currently assigned to a sponsorship tier, only if the following conditions are met:

- If the sponsor is A tier, they may only be reassigned to B tier, C tier, or the rejected parties register.
- If the sponsor is B tier, they may only be reassigned to C tier, or the rejected parties register.
- If the sponsor is C tier, they may only be reassigned to the rejected parties register.

If the organisation is a rejected party, they may not be reassigned to a sponsorship tier by the committee.

The SRC may reassign a vetted or rejected party following the procedure in clause 2.1.2.

## **2.2 Benefits for parties**

The primary benefit for sponsors and/or advertisers is to reach the target audience of students.

Entitlements may include:

1. Licence to use ANUSA's branding for the event such as logos, content and imagery;
2. Exposure at events through signage, access to floor space for activation and integration into the official event programme;
3. Online promotion including banners, splashes and sponsored segments;
4. The ability to develop co-branded marketing initiatives; and
5. Any other entitlements as approved by the committee, within the bounds of operational capability as determined by the ANUSA executive..

## **2.3 Conflict of Interest and Personal Benefits**

No employee or volunteer may seek or receive a personal benefit or be perceived to receive a personal benefit from ANUSA engaging in a sponsorship or advertising arrangement with any other organisation. Any contribution from a sponsor and/or advertiser must be received by ANUSA, not directly to an individual, and must be seen to benefit ANUSA, not an individual.

Conflicts arising from personal relationships or financial arrangements of staff, student representatives or volunteers involved in sponsorship and/or advertiser assessment, approval or administration will be managed in accordance with the relevant policies and procedures.

ANUSA will not engage in a sponsorship or advertising arrangement with organisations that are engaged in legal proceedings or disputes with ANUSA or the University.

## **2.4 Transparency**

Information about sponsorships and/or advertiser arrangements, excluding matters that are commercial in confidence, will be available to members of the student body on request. The Treasurer will ensure that the vetted party registers remain up to date.



Minutes of the committee which refer to non-approval of any party as a sponsor and/or advertiser are confidential.

## **2.5 Limit on income to be sourced from sponsorship**

ANUSA shall only receive 5% of overall funding for the year from sponsorships.

## **3.0 Procedure**

There shall be a committee formed for the purpose of ethical sponsorship oversight, which shall be referred to as the committee. The committee shall consist of three members of the Executive. These are the Treasurer or successor role, the President or successor role, and the Clubs Officer or successor role. 'The "committee" will also include four other members. These other members must be General Representatives of the SRC.

The other members are to be elected at or before SRC 1 by the outgoing or incoming SRC, as appropriate. Voting members in this election are all SRC members excluding the executive. For the purposes of this election, the Returning Officer shall be the General Secretary or successor role.

- a. If when electing other members of the committee there are only four nominations, all nominees will be elected.
- b. If there are three or fewer nominations, further nominations will be invited for a set period as determined by the Returning Officer.
- c. If after this process there are still three or fewer nominations, all nominees will be elected and the Ethical Sponsorships Committee will be able to consider if they would like another election to elect the remaining members.
- d. If there are five or more nominations, the election shall proceed.
- e. If the general representatives are elected by the outgoing SRC, this shall be done on the advice of the incoming SRC.
- f. If no general representatives are appointed before the end of the teaching year, general representatives may be appointed temporarily by an out-of-session vote of the SRC where that appointment is ratified at the next SRC meeting.
- g. The committee may from time to time co-opt members of the Association to be members of the committee for a term as determined necessary by the committee.
- h. The term of membership of the committee ceases with the term of the office bearers.

The committee's central purpose will be the vetting and adding of parties to the vetted parties register and the rejected parties register, "the registers". The committee's remit shall solely be to review and where appropriate approve potential sponsors. All operational functions shall remain in the powers of the executive.

Parties who have not yet been vetted by the committee and who have yet to be allocated a sponsorship tier may be placed by the committee on either the vetted or rejected parties register, and on any tier of the vetted party register.

The committee may reallocate sponsors in accordance with clause 2.1.3.

The registers shall be maintained by the Treasurer or successor role. ANUSA may only enter into sponsorship or advertising arrangement with parties on the vetted parties register, and only engage with them to the extent allowed by their allocated tier on the vetted parties register.

The committee will be governed by their terms of reference.

If the approval of a party is relevant to a department or collective the Treasurer is required to consult with the relevant Department Officer before the party is added to the register. If the Treasurer is unable to consult with said Officer before the committee votes on the party, that party is not added to the register until the relevant Officer is consulted, even if the party has already been voted on by the committee. The Treasurer must circulate the agenda to all Department Officers before the meeting, and extend an invitation to interested Department Officers.