

20/12/2015

To: s 22

Executive Director Administration and Planning

Chancellery Building

Australian National University

edap@anu.edu.au

From: s22

Chair

ANU Union Inc.

Building 20

Australian National University

s22

Re: Repairs and Maintenance Grant ANU Union Inc.

2016

Dear s 22

I write to seek your assistance in relation to the continuation of the Repairs and Maintenance Grant currently provided to the ANU Union Inc. by the Australian National University.

By way of background, in 2005 the University provided \$750,000 to assist the Union in the upkeep and maintenance of Building 20 (known as the Student Union Building in Union Court) which our organisation manages here on campus.

As you are aware, this building is not only the social hub of student activity here on campus but it plays a vital role in providing commercial and retail services to the university community at large. The grant provided funding of \$75,000 pa for a ten year period and was paid in full at the

commencement of the term. This grant expired in 2014 and subsequent to this we received \$ 86,500 for the 2015 financial year.

With this in mind, I write to seek a continuation of this funding arrangement for the 2016 Financial Year. A grant of similar value to 2015 will allow the Union to continue to maintain the building at an acceptable standard along with the provision of statutory fire safety services and security. This grant will ensure appropriate amenity is maintained until such time as the redevelopment of Union Court is implemented.

Building 20 was completed in 1965 and has been managed by the ANU Union Inc. for the entire period. In the early years the Union's three main sources of income were through commercial enterprises run by the Union, limited funding from the University proper and the compulsory Student Union fees attached to student enrolment. Looking back through the archives it appears that the Union's finances were for many years at a level that made it possible for the Union to maintain both exceptional levels of service delivery and keep on top of the demands required to maintain the building in its own right.

Unfortunately as time has progressed, the Union has seen the deterioration of its revenue streams and finds itself in a position that it is getting increasingly harder to maintain the Building at an appropriate level. The University recognised the challenge the Union faced and provided the initial grant to assist in the buildings upkeep. In 2016, this challenge is even greater. We have seen further erosion of our revenue streams with a significant loss of sales revenue as new buildings around campus come on line and competition for similar services increase.

The ANU Union Inc. is aware of the discussions around the redevelopment of the Union Court precinct but as you know there is no firm date set for this to occur. In the meantime I believe that both the ANU Union Inc. and the University have a joint responsibility to ensure that Building 20 is maintained at an appropriate level. With this in mind, I would ask the University to extend funding for the 2016 financial year at the same level as 2015. We will account to the University for 2015 period once our end of year Audit is completed.

I would like to take this opportunity to thank you for your support of the Union during my brief time in the Chair and I look forward to a positive response to our funding request.

Yours Sincerely,

s22

Chair

ANU Union Inc.

From: s22
Sent: Thursday, 20 November 2014 11:53 AM
To: s 22
Subject: Repairs and Maintenance Grant
Attachments: R&M ANU Union 2015.xlsx

Hey s 22 ,

Apologies for the lateness of the reply. Balancing exams, SSAF and Union work at the same time is not ideal.

Please find attached a document outlining all pending maintenance work. In addition to this, most of our maintenance work is responsive as maintenance issues appear throughout the year. For this reason we have provided you with the amount we have spent and the average expenditure etc in the previous email. It is very likely that we will end up spending more than the \$150k outlined in this document.

I will also note that there was a Condition Assessment Report prepared for the University in 2012 that highlighted a maintenance backlog of \$1,034,648 for Building 20. We are mindful of your plans to redevelop Union Court in the near/mid-future and understand the desire not to spend this money when the building will be knocked over in 2-6 years.

Cheers,
s22

To: s 22
Executive Director Administration and Planning
Australian National University

From: s22
Chair
ANU Union Inc.

Re: **Continuation of Repairs and Maintenance Grant ANU Union Inc.**

s 22
Dear

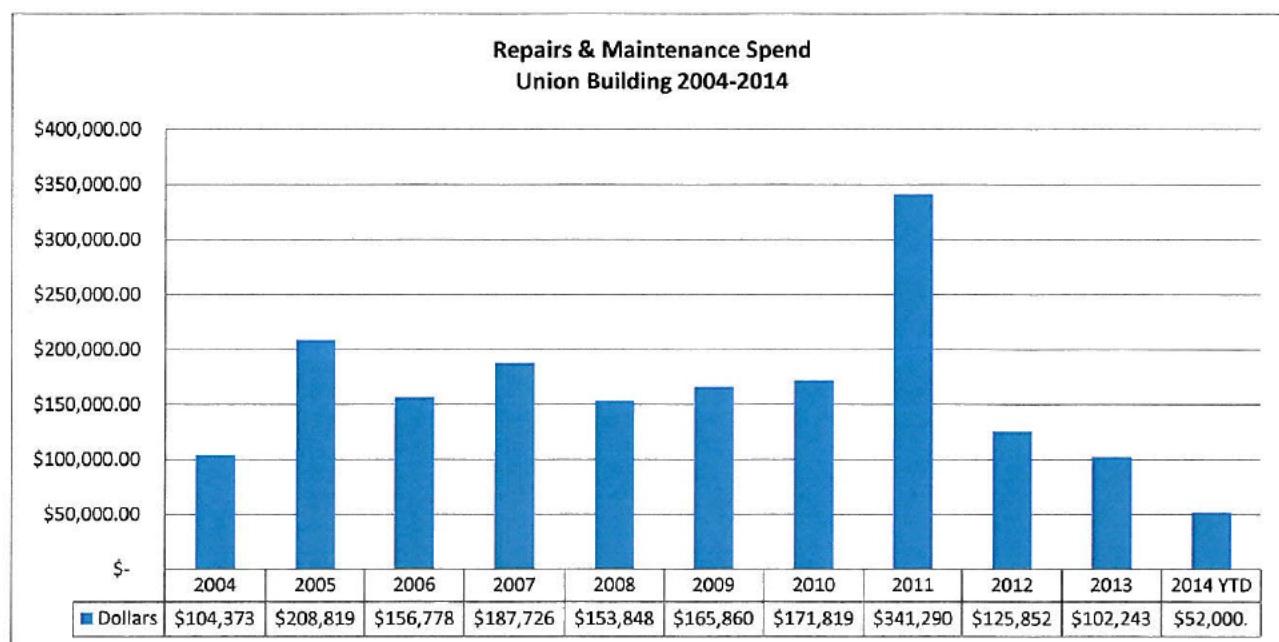
As per our previous discussions, I write to seek your assistance in relation to the continuation of the Repairs and Maintenance grant currently provided to the ANU Union Inc. by the University. By way of background, in 2005 the University provided \$750,000 to assist the Union in the upkeep and maintenance of Building 20 (known as the Union Building) which our organisation manages here on campus.

As you are aware, this building is not only the social hub of student activity here on campus but it plays a vital role in providing commercial and retail services to the university community at large. The grant provided funding of \$75,000 pa for a ten year period and was paid in full at the commencement of the term. This grant is due to expire in 2014 and it is with in mind that I write to seek further funding. The grant extension will allow the Union to continue to maintain the building at an acceptable standard and to provide an appropriate level of amenity to the university community until such time as the redevelopment of Union Court is implemented.

Building 20 was completed in 1965 and has been managed by the ANU Union for the entire period. In the early years, the Unions three main sources of income were through commercial enterprises run by the Union, limited funding from the University proper and the compulsory Student Union fees attached to student enrolment. Looking back through the archives it appears that the Unions finances were for many years at a level that made it possible for the Union to maintain both exceptional levels of service delivery and keep on top of the demands required to maintain the building in its own right.

Unfortunately as time has progressed, the Union has seen the deterioration of its revenue streams and finds itself in a positon that it is getting increasingly harder to maintain the Building at an appropriate level of amenity. The University recognised the challenge the Union faced and provided the initial grant to assist in the buildings upkeep. In 2014, this challenge is even greater than in 2005 as we have seen further erosion of our revenue streams with the loss of the Academic Dress Hire Services and the ANU Logo products.

It is imperative that the Union receive assistance with the maintenance of Building 20 and as the graph below demonstrates, over the past 10 years the ANU Union has not only spent the \$750,000 grant provided by the University on repairs and maintenance but we have also contributed in excess of 1 million dollars of our own funds.



The ANU Union Inc. is quite aware of the plans to redevelop the Union Court precinct but as you know there is no firm date set for this to occur. In the meantime I believe that both the ANU Union Inc. and the University have a joint responsibility to ensure that Building 20 is maintained at an appropriate level. With this in mind, I would ask the University consider the following allocation of funds from 2015 and continuing on an annual basis until the redevelopment of Union Court is actioned in consultation with the ANU Union Inc.

Proposed Repairs & Maintenance Grant: ANU Union Inc. 2015 and Beyond:

It is with respect that I request the following allocation of funds be provided to the ANU Union Inc. for an initial period of 4 years or until such time as the University and ANU Union Inc. board agree on an alternate model.

R&M Grant Request: \$120,000 per annum provided 4 years in advance.

Yours Sincerely,

9 December 2014

Chair
ANU Union

Executive Director (Administration
& Planning)
Office of the Vice-Chancellor

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CRICOS Provider No. 00120C

Dear [REDACTED]

I refer to your letter to me of 6 November 2014 seeking funds for maintenance for the ANU Union's buildings. I replied to your letter with a request for further information which you then provided to me on 20 November.

I have since had this additional information reviewed by Facilities and Services.

One aspect of your request was that the University provide you with a grant of funds for 4 years in advance. Given that the University is considering a major redevelopment of Union Court within that timeframe, I consider that it would be inappropriate to agree to this aspect of your request.

I then reviewed the specific list of items that you provided to me on 20 November. Many of these items are what I can only regard as operational expenses that are essential to your food and other operations but which are not therefore associated with the maintenance of the fabric of your facilities. These are expenses that you need to cover from the income of your operations.

However, there are some items which I agree are required for the maintenance of the fabric of the buildings. I have highlighted them in the attached spreadsheet and, according to your estimates, they equate to a sum of \$86,615.80.

I am therefore approving a grant to the ANU Union in 2015 to the extent of this amount, specifically dedicated to the completion of these specific works. I would appreciate it if you could provide a report on completion of the works.

By the end of 2015, we should be close to a decision on whether to proceed with the Union Court redevelopment and we can further consider your needs at that time.

Yours sincerely

[REDACTED]
Executive Director, Administration and Planning

ANU Union Inc.**Repairs & Maintenance 2015****Programmed Maintenance 2015**

	<u>Actual 2014</u>	<u>Projected 2015</u>	<u>Description:</u>	<u>ANU Decision</u>	<u>Comment</u>
Fire Services	\$ 7,560	\$ 8,316	Monthly fire service check of all alarms & extinguishers.	No	Operational requirement
Grease Trap Maintenance	\$ 2,660	\$ 2,926	Emptying grease traps to meet health regs.	No	Operational requirement
Kitchen Filters	\$ 27,170	\$ 29,887	Cleaning of all kichen filters to meet health requirements.	No	Operational requirement
Gardens	\$ 500	\$ 550	Lawn mowing grass areas building 20.	No	Operational requirement
Pest Control	\$ 1,200	\$ 1,320	Pest control regular maintenance building 20.	No	Operational requirement
Cash Registers	\$ 3,100	\$ 3,410	Service and repair contract.	No	Operational requirement
	\$ 42,190	<u>\$ 46,409</u>			

Responsive Maintenance:

	<u>3 year Ave</u>	<u>Projected 2015</u>	<u>Description:</u>		
Kitchen areas	\$ 11,630	\$ 12,793	Repair kitchen appliances, fixtures and fittings.	No	Operational requirement
Doors: External Building 20	\$ 20,252	\$ 22,277	Repair / replace internal and external door to meet Safety requirements.	Yes	
Building	\$ 16,536	\$ 18,190	Repairs to ceilings & building: mainly due to leaking roof.	Yes	
Plumbing	\$ 13,745	\$ 15,120	Mainly sewer chokes and cistern issues. Some mains water issues occur from time to time.	No	Operational requirement
Air Conditioning	\$ 6,545	\$ 7,200	R & M to all A/C units within Building 20.	No	Operational requirement
Fridges	\$ 19,750	\$ 21,725	Union has an extensive amount of fridges that require constant responsive maintenance.	No	Operational requirement
General	\$ 4,481	\$ 4,929	Smaller items that don't fit into the above categories.	No	Operational requirement
Knife Sharpening	\$ 738	\$ 812	Knife sharpening for all food outlets.	No	Operational requirement

Locks	\$ 1,614	\$ 1,775	Repair locks and key replacements for master lock system	No	Operational requirement
	\$ 95,291	\$ 104,820			

Projected Programmed and Responsive R & M 2015 **\$ 151,229**

Planned Major Repairs & Replacements 2015

ANU Refectory	\$ 16,540	Acoustic ceiling repairs to reduce noise escaping refectory during live performances.	Yes	
Bar	\$ 4,609	Repaint bar internal walls.	Yes	
	\$ 43,650	Replace destroyed Bar café booths and seating.	No	Expensive but maybe next year
External Furnishings	\$ 7,030	Repaint outdoor furniture building 20	No	A little operational and not necessarily obvious as a priority
Landscaping	\$ 8,500	Replace turf in rear garden with paving & artificial turf. Remove trip hazards.	No	Not at this time
Internal Painting: Bathrooms	\$ 25,000	Repaint and repair existing fixtures in Building 20 public toilets and bathrooms.	Yes	
Emergency Exits	\$ 5,000	Install new break glass panels for emergency exit doors.	No	Operational requirement
Total Planned Maintenance 2015	<u>\$ 110,329</u>		<u>\$ 86,615.80</u>	