

## MELBOURNE UNIVERSITY SPORT BOARD

### MEETING 1/2013 – 28 FEBRUARY 2013

The minutes of meeting 1/2013 of the Melbourne University Sport Board held on Thursday, 28 February 2013 at 6.00pm in Conference Room 2, Old Physics.

#### PRESENT:

Mr Geoff Rees (Chair)  
Professor Mark Hargreaves  
Dr Mitch Anderson  
Dr Lynne Williams

#### IN ATTENDANCE:

Mr Tim Lee (Director)  
Mr Jean-Luc Garlick  
Mrs Julie Caundle

#### APOLOGIES:

Mr James Sutherland  
Professor Margaret Abernethy  
Professor Margaret Sheil (Provost)

### 1. WELCOME, APOLOGIES AND INTRODUCTION

#### 1.1 Welcome

The Chair welcomed Board members to the meeting.

#### 1.2 Apologies

The Chair accepted the apologies and noted that Ms D'Cruz (nee Guehrer) was no longer a student and ineligible to continue on the Board.

The Chair thanked Ms Marieke D'Cruz for her work as a Board member.

#### 1.3 Minutes from previous meeting

The previous minutes were passed as a true and accurate record.

#### 1.4 Confirmation of Circular Resolutions

The Board approved the Sport Operating Guidelines in December 2012.

*Motion:*

*The MU Sport Board approved the Sport Foundation Operating Guidelines*

#### 1.5 Business Arising/Action Item Updates

##### 1.5.1 Board Membership

Covered under agenda item 3.3.

##### 1.5.2 2013 Budget

Covered under agenda item 3.2.

Professor Hargreaves queried the progress on the MUSA issues raised at the July 2012 Board meeting under agenda item 2.2 SACS Review. The Director noted that he is working with the new President of MUSA on the Service Agreement and a review of the constitution. The Chair suggested that the University's governance principles in regards to limited terms of office should apply.

## 2. MATTERS FOR DECISION

### 2.1 Sport Foundation Operating Guidelines

The Director outlined that the Board had previously approved the guidelines however in a subsequent meeting with representatives of the Boat Club it was agreed that the guidelines for expenditure of capital were unwieldy. The requirement that 'members and significant donors' need to be consulted prior to the expenditure of capital has been removed.

Professor Hargreaves asked about the University Campaign and the Sport Foundation. The Director reported that there had been some progress with a range of clubs committing to establishing chapters since the last meeting. The Chair advised that he had been invited to attend a Foundation Chairs Meeting conducted by the Vice-Principal of Advancement, Sue Cunningham, to discuss the University Campaign. The Director mentioned that sport and recreation facilities had now been included in the campaign material.

*Motion:*

*The MU Sport Board approved the amendment to the Sport Foundation Operating Guidelines*

## 3. MATTERS FOR NOTING

### 3.1 Annual Review Presentation

The Director presented the 2012 Highlights and the 2013 Strategic Objectives. The presentation had been held over from the December 2012 meeting that was cancelled.

#### 2012 Highlights

The Director explained that the presentation was a snap shot of the key achievements and more detailed information would be provided in the 2012 Annual Report document. The presentation was structured around the *Vision for Sport* and the pillars and enables contained in the Strategic Plan.

#### Participation

Under the participation pillar the key highlights included:

- The 40 sport, recreational and instructional clubs provided the 5,000 active members with close to 150,000 participant opportunities.
- New Fitness Centre - Lincoln Square Fitness opened and an overall increase of 15% in total visitor numbers (330,000) with a record 10,000 members across all fitness sites.
- Almost 17,000 students (50% of the student population) were engaged in sport, fitness or recreational with close to **1 million** visits recorded to the Sports Precinct and other University sporting facilities by participants, coaches and club volunteers and spectators.

## **Performance**

Under the performance pillar the key highlights included:

- 12 current students, alumni and club members represented Australia at the Olympic and Paralympic Games, with the stand-out performance from Rower Kim Crow winning both a silver and bronze medal. Forty-five students were selected to represent Australia or their country of origin during the year.
- The University took out 14 National University Championships, including the Australian University Games, winning the 2012 Overall University Champion
- A record 247 student/athletes receiving financial and in-kind support from MU Sport.

## **Profile**

- The *University of Melbourne Sport Foundation* was launched at the MCG Members Dining Room in June.
- The *Elite Athletes in Schools* program student/athletes commenced with 17 visits to secondary schools from low socio-economic areas.
- Giving to sport facilities included in University Campaign material

## **Financial and Physical Resources**

- Student Services and Amenities Fee (SSAF) introduced and budget surplus achieved for capital program.
- The *Sport Capital Improvement Plan (2013 – 2023)* in draft stage.
- Progress in the \$11M 3-year facility development program including the extension to the Boat House (opened in 2011), Lincoln Square Fitness (March 2012) and the Sports Centre refurbishment and the Pavilion redevelopment.

## **Governance and Management**

- Sport and Clubs Governance Review (SACS) report completed and recommendations approved. Club Service Agreement in development with Legal Services
- Engaged with Go8 Universities to progress Benchmarking Program on participation and business performance.

## **People**

- First full time club manager appointed to the Cricket Club
- Succession planning for the board commenced

Dr Anderson suggested that we report on the positive outcomes of participation in making our students healthier and happier (mental health) may be a useful gauge of success. The Director agreed that it should be part of the health and wellbeing message but was difficult to measure. Professor Hargreaves suggested that simple health and wellbeing measurements could be put on the student survey as well as looking at international student engagement in sport,

The Board noted the achievements contained in the 2012 Annual Review Presentation.

## **Strategic Objectives for 2013 (BIG ROCKS)**

The Director tabled a paper outlining the Strategic Objectives for 2013 from the Staff Performance Review and Planning meeting.

#### **Capital planning and facility maintenance**

- Complete the Sport Capital Improvement Plan for consideration as part of the Parkville Campus Master Plan Review.
  - New long term capital plan endorsed – commence planning for next capital project to commence in 2014.
  - Transfer facilities to University and/or increase support for facility maintenance and development.
- Melbourne City Council agreements (3 year lease) with University to manage leading to long term leases.

#### **Student engagement and participation (Participation)**

- Increase participation by 5% (Participation Working Group)
- Report against Go8 benchmarking (industry leaders in student satisfaction)

#### **University Leagues and Competitions (Performance)**

- Build profile of Annual Boat Race in Melbourne.
- Position UoM for University Rugby Union License
- Review Elite Athlete Entry Scheme program and scholarship/study opportunities to attract and retain elite athletes.

#### **Advancement Campaign**

- Align with University Campaign
- Complete Pavilion Campaign
- Coordinate Annual Giving Program and establish 3 more club chapters

#### **Business/corporate model and business performance**

- Determine preferred corporate model for consideration by Board and University
  - Improve business performance
  - Confirm Board composition (succession planning) and Terms of Reference.

#### **Increase service provision to clubs**

- Shared services model pilot project (finances, web, HR, data base)
- Club agreements and strategic plans in place.

Dr Williams suggested that it was useful to update strategic plans at regular intervals. The Chair felt that as it was only three years into the plan that the review could be held over for at least another year.

The Board endorsed the 2013 strategic objectives and Dr Williams requested that a copy be distributed to the Board members.

*Action: To distribute the 2013 Strategic Objectives to the Board.*

### **3.2 2012 Financial Report**

The 2012 Financial Report was presented by the Director for information. Ms Williams commented on the revised format being more suitable for reporting requirements.

*Resolution: For noting.*

### **3.3 Director's Report**

#### **3.3.1 University Leagues**

The Director reported on a proposal before the Australian Rugby Union (ARU) Board from the Players Association (ARUPU) for a third tier competition aligned with the Super 15 teams but based at Universities to commence in 2014. The ARUPA are conducting briefing sessions with Vice Chancellors, including UoM in early March.

#### **3.3.2 Corporate Structure**

The Director has been reviewing various corporate structures within the University and amongst the Go8 sport delivery agents to improve the effectiveness of the organisation. The Chair suggested speaking to colleagues in Queensland University about their experience of changing to a corporate model. The Director will prepare a paper for consideration.

#### **3.3.3 Sport Foundation Activity**

The Director reported that approaches had been made to a small number of potential benefactors who may be interested and have the capacity to provide financial support for the Pavilion Development.

#### **3.3.4 Budget Format**

The Director directed the Board to the attached financial reports format.

#### **3.3.5 Elite Athlete and Performers Entry Scheme**

The Director reported that the University has completed the student selection processes for 2013 and the Elite Athlete and Performances Entry Scheme appears not to be meeting any of the objectives outlined when the scheme was developed in 2010. Sport Development Manager Rod Warnecke is preparing a discussion paper for consideration at the May meeting of the Board.

*Action: Prepare Elite Athlete Entry paper for discussion at May meeting.*

#### **3.3.6 Board Member Replacement**

An expression of interest has been circulated to replace Marieke D'Cruz (nee Guehrer). Dr Anderson suggested as part of Board planning to look at Damian Angus as a future member on the Board. The Chair suggested adding someone to the Board as Chairman elect and suggested putting a proposal to Professor Sheil for consideration at University Council. It was felt that a new Chair should also be someone with intimate knowledge of the University. The majority of current board members will be concluding their terms at the end of 2014 (early 2015) and the issue of board transition has been the subject of several recent meetings. The Director will prepare a proposal for consideration at the next meeting.

*Action: Proposal for Board Succession Planning.*

**3.3.7 Sport Capital Improvement Plan (SCIP)**

The Director reported on the progress of the SCIP since the last meeting. The option to the south of the Beaurepaire Centre that would retain the Athletics Track is now being developed but requires additional scoping of the site and design work for a block drawing which has delayed the project completion.

**3.4 Meeting Schedule 2013**

Mr Garlick presented the MU Sport Board meeting schedule and Club Forum dates for 2013 for noting. Ms Caundle will ensure that Board members are notified of the meeting dates.

*Resolution: For noting*

**4. MEETING FINALISATION**

**4.1 Review Action Items**

Time did not allow for the action items to be reviewed.

**4.2 Meeting closed**

The meeting closed at 8:00pm.

Signed by the Chair as a true and accurate record:

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**Mr Geoff Rees**

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**Date**

**MELBOURNE UNIVERSITY SPORT BOARD  
ACTION SHEET 1/2013 – 28 February 2013**

<b>Minute no.</b>	<b>Item Title</b>	<b>Action</b>	<b>Person/s Responsible</b>	<b>Current Status</b>
MUS Board 1/13 3.1	Annual Review Presentation	Distribute the 2013 Strategic Objectives to the Board.	Director	Completed
MUS Board 1/13 3.3.1	Elite Athletes and Performers Entry Scheme	Elite Athlete Entry Scheme discussion paper for next meeting.	Director	Agenda Item 3.2
MUS Board 1/13 3.3.2	Board Member Replacement	Proposal for Board Succession to be presented at new meeting.	Director	Agenda Item 3.1