

## MELBOURNE UNIVERSITY SPORT BOARD

### MEETING 4/2013 – 12 SEPTEMBER 2013

The minutes of meeting 4/2013 of the Melbourne University Sport Board held on Thursday, 12 September 2013 at 9.00am in the MU Sport Boardroom.

#### PRESENT:

Mr Geoff Rees (Chair)  
Professor Mark Hargreaves  
Professor Margaret Abernethy  
Dr Lynne Williams  
Mr Tim Lee (Director of Sport)

#### APOLOGIES:

Professor Margaret Sheil (Provost)  
Dr Mitch Anderson  
Mr James Sutherland  
Mr James Marburg

#### IN ATTENDANCE:

Professor Richard James  
Ms Elizabeth Tregoning (for Jean-Luc Garlick)  
Mrs Julie Caundle (note taker)  
Mr Alex Affleck  
Mr Rod Warnecke  
Mr Chris Harvey  
Ms Betony Dawson (for Joy Villalino)

#### 1. WELCOME, APOLOGIES AND INTRODUCTION

##### 1.1 Welcome

##### 1.2 Apologies

The Chair accepted the apologies.

##### 1.3 Minutes from previous meeting

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

##### 1.4 Confirmation of Circular Resolutions

There were no circular resolutions to confirm.

##### 1.5 Action Item Updates

###### 1.5.1 Elite Athlete Entry Scheme Review

Mr Warnecke was asked to develop a proposal to change the scheme from an ATAR boost to a quota. Mr Warnecke has been on extended annual leave since the last Board meeting and this item has not progressed further.

###### 1.5.2 Sports Capital Infrastructure Plan

The Director has continued to develop the implementation strategy and will meet with the Chair prior to presentation to the Board.

### **1.5.3 Club Forum**

Notes from Club Forum attached to Director's Report.

## **2. MATTERS FOR DECISION**

There were no matters for decision.

## **3. STRATEGIC DISCUSSION**

### **3.1 Sport Advisory Group**

Mr Warnecke presented the Sport Advisory Group proposal to the Board to seek approval to establish a sub-committee of the Board.

The Sport and Clubs Select (SACS) Committee Report (2012) identified MU Sport as the responsible University authority to ensure that policies and procedures to manage disputes, discipline and behavior, member protection, risk management, branding, club organizational structures are in place and consistent with University policy.

The Sport Advisory Group would consider policies and procedures with recommendations made to the MU Sport Board via the Director of Sport. The Board retains the authority to appoint members and consider recommendations.

Discussion followed and the Board determined that a sub-committee was not required as it was the role of management to recommend policies and procedures to the Board and for the Director to determine the appropriate stakeholder consultation processes. The Director indicated that he would support the formation of an informal Advisory Board but given the view of the Board withdrew the recommendation to establish a sub-committee.

*Motion*

*The recommendation was withdrawn and not put to the Board.*

### **3.2 Club Support Guidelines**

Mr Warnecke presented the Club Support Guidelines to the Board for discussion and approval. MU Sport had been requested by the President of MUSA to provide the financial summary of club operational funding. It was agreed to prepare information for the upcoming Clubs Forum (and then on an annual basis) to communicate the level of financial and in-kind support provided to the Board and clubs and improve transparency.

Mr Warnecke spoke to the guidelines and highlighted the 2013 Club Funding summary document. Professor Hargreaves noted that the Club Project Fund Guidelines statement 'that a maximum of 50% of the total funding requested will usually be approved' needs to be clarified.

*Motion*

*The Board approved the Club Support Guidelines with the stated changes.*

## 4. MATTERS FOR NOTING

### 4.1 2014 Budget

The Director presented the 2014 Budget and Commentary to the Board. The Budget had been prepared in accordance with University Finance Committee requirements but additional information has been included in the report to provide the Board with a long term view of performance against key budget strategies.

The Director noted that the income strategy is to increase income from commercial activities such as memberships, venue hire and leases without compromising service or access opportunities for students and staff. The percentage of income from the University allocation (SSAF) had increased but with a slight fall in fitness income. Business development and venue hire income had grown in line with the strategy to maximize growth in those areas.

The expenditure strategy is to maintain or reduce expenses in administration and other support areas to allow for additional expenditure in programs that support participation and performance. Percentage expenditure had remained fairly constant for administration but reduced significantly for fitness services. Other expenditure areas had increased in real terms.

#### *Motion*

*The MU Sport Board approved the 2014 Budget and Commentary for submission to University Finance Committee.*

### 4.2 Director's Report

#### 4.2.1 Corporate Structure

The Director reported on the review of the corporate structure as highlighted in the consultancy group Sports and Leisure Solutions (SLS) Fitness Services Report. The initial project brief was to compare the various business models for delivering fitness services in both the University and community facilities and recommend the most efficient and effective management model.

SLS recommended that an in-house management model was still the most suitable option but identified that a reduction in labour costs and improvements to some of the systems would improve the delivery of the service. As a semi-autonomous body and department of the University the reported noted that the current Enterprise Bargaining Agreement and some University systems and processes increased overheads and restricted effectiveness.

It was suggested that a company structure with the University as a single share holder would provide flexibility and improve efficiency but MU Sport would remain under the umbrella of the University. The Melbourne University Student Union Limited (MUSUL) and UoM Commercial are two University owned companies that operate outside of the University's EBA and the administrative and financial systems.

The Director outlined that he was advised subsequently that the University would be reluctant to establish an additional company for MU Sport and as a result discussions were held with MUSUL and UoM commercial to explore alignment opportunities. Eventually the Executive Director of Human Resources advised that a transfer of business was unlikely to occur under an alignment (or a new company) and that compliance costs (insurance, finance, OHS, payroll and other HR services) would also increase resulting in no or minimal net gain for the organisation.

Discussions have continued with UoM Commercial for a service agreement to manage staff costs however it was determined not to establish a company structure or align with an already established company in the current environment.

#### **4.2.2 Sporting Club Members Survey**

The Director reported that the Sporting Club Member Survey had recently been conducted to gauge member satisfaction with the service provided by sporting clubs and to determine the impact on student satisfaction from involvement with a sporting club. 2000 club members and 500 non club members responded with the information to be incorporated into the Case for Sport presentation and the SCIP. A summary report will be provided to the Board on both the data and the broader strategic action plans.

#### **4.2.3 Sport Foundation and Advancement Activity (I Believe)**

The Director reported that along with Chris Harvey and Emily Dixon, he had met with the Executors of the Nona Lee Benefaction (\$1.5M) to discuss recognition of the donation. The Executors indicated their continuing preference for the Pavilion to be named after Mrs Lee and not Ernie Cropley as suggested by the clubs. An alternative proposal was put to name the Sports Centre refurbishment and the function space in the Pavilion in honour of Mrs Lee. The Executors will consider this proposal further.

The Boat Club have recently agreed to establish the club chapter and transferred a significant amount of cash reserve to the Sport Foundation. This is now the fourth club chapter and largest to date.

#### **4.2.4 Australian Boat Race**

The Director reported that the 2013 Australian Boat Race was scheduled for Sunday 27<sup>th</sup> October and Board members should receive their invitation shortly.

## **5. MEETING FINALISATION**

### **5.1 Video Presentation**

The Director presented two videos the first from the 1950's recently sent to Trinity College containing various scenes from College Sport events and a presentation on research undertaken by the British Universities and College Sports Association (BUCS) suggesting that involvement in sport at University significantly increases the level of graduate salaries.

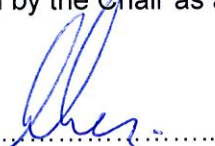
**5.2 Meeting closed**

The meeting closed at 11.00am.

**5.3 Next meeting**

The next meeting of the Board is scheduled for Monday 18 November at 3.00pm in the MU Sport Boardroom. A tour of the Pavilion will be included.

Signed by the Chair as a true and accurate record:



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**Mr Geoff Rees**

18-11-2013

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**Date**