

**MELBOURNE UNIVERSITY SPORT BOARD
MEETING 5/2016 – 10 NOVEMBER 2016**

The minutes of meeting 5/2016 of the Melbourne University Sport Board held on Thursday 10 November 2016 at 6.00pm in the Boardroom of the Nona Lee Sports Centre.

PRESENT:

Professor James Angus (Chair)
Ms Hana Dalton
Professor Margaret Abernethy
Ms Kate Roffey
Mr Adrian Collette
Mr James Marburg (from 6.15pm)
Mr Grant Williams (from 6.20pm)

APOLOGIES:

Professor Richard James

IN ATTENDANCE:

Mr Tim Lee (Director)
Mr Jean-Luc Garlick (Secretary)
Mr Chris Harvey
Mr Alex Affleck
Mr Aaron McNaughton
Mr Rod Warnecke
Ms Julie Caundle (Minute taker)

1. WELCOME, APOLOGIES AND INTRODUCTION

1.1 Welcome

The Chair welcomed all present and requested that item 3.1 be brought forward to allow members not currently in attendance to be present for Matters for Decision.

1.2 Apologies

The Chair noted the apologies.

1.3 Minutes from previous meeting

The Chair asked that the note-taker be referred to as the minute-taker.

The Chair also suggested that the Board be referred to as the Advisory Board as MU Sport is now a department of the University.

The minutes were passed as a true and accurate record.

1.4 Confirmation of Circular Resolutions

There were no circular resolutions to confirm.

1.5 Business Arising/Action Item Updates

1.5.1 Director's and Unit Report

Risk Management Strategies for Representative Sport are on the Agenda.

The OHS Risk Management report will be presented at the May meeting each year and Risk Management is a standing item in the Director's Report.

MATTERS FOR DISCUSSION

3.1 Capital Update

Operations Manager Mr. Affleck provided an update on capital developments. The Board has previously requested that Capital issues are a standing item on the agenda

due to the significant role that facilities play in achieving the objectives of the organization.

Mr. Affleck outlined that the Board had previously endorse the South of Grattan St and Sport Precinct projects that were submitted for inclusion in the 2017 University Capital Plan. The University Capital Planning Committee subsequently determined that only projects approved previously would receive funding and that no new projects would be approved for 2017. The two Sport projects were rated *Desirable and Highly Desirable* and it was recommended that MU Sport resubmit the bids once a Business Case had been developed.

University Planning are funding the development of the Business Case to not only demonstrate the case for the projects but also consider the issue of Space Charges that would assist in addressing some of the more immediate capital improvement issues such as the condition of the athletics track. It has also been recommended that the Sport Capital Master Plan be updated to provide greater context for the projects. Mr. Affleck indicated that work has already commenced providing financial and historical documentation related to capital planning to the project consultants.

Ms. Abernethy asked Mr. Collette about the criteria for those projects that had received funding and also the number that had been rated as Highly Desirable. Mr. Collette indicated that projects that were works in progress or considered mission critical were approved. Highly Desirable projects were considered to be the next category down, of which there were 5. Mr. Collette indicated that there is a definite intention from the University to see these projects achieved which is a reasonably positive outcome.

The Chair asked about the Space Charges regime. The Director outlined that MU Sport is unique within the University in that we are responsible for the cost of maintaining facilities and all utility costs as we have not been included in the Space Charges regime. Space Charges are the mechanism by which the University levy the faculties for central services based roughly on the per meter of space occupied. Space Charges has been a long standing issue for the organization and that there were two major issues that had delayed a resolution. The first being the ambiguity of our previous semi-autonomous status (SAB) and that the University had been unable to develop a formula to calculate a per square meter charge for our distinctive facilities.

As such we have never been given the option to be included in the system however several previous SABs have been included recently and now receive a range of services covered (finance, HR, facilities etc.) but the charge has effectively been waived. Ms. Abernethy suggested that there needed to be a better understanding how space charges are determined as the footprint of the Sports Precinct would greatly increase the charge. The Chair suggested that as MU Sport is now considered a department of the University that this might assist in redressing the issue.

Mr. Affleck indicated that he received confirmation that the balance of the \$500,000 allocated for Capital by the University in 2015 was still available. The immediate priorities for 2017 would be the replacement of the oval scoreboard and the resurfacing of the tennis courts.

Resolution

The Board noted the presentation

3.2 Representative Sport Risk Management Strategies

Sport Development Manager Mr. Warnecke presented on the Risk Management strategies implemented for representative sporting events. MU Sport are also participating in a review of student trips and tours conducted by social and sporting

clubs across the University. The review is investigating concerns with excessive consumption of alcohol and drugs impacting on the safety of female participants.

The on-field activities for sporting trips such as the AUG are relatively low risk as the competitions are generally well managed, however, many of the off-field activities are focused on alcohol consumption that can put students at risk and/or lead them to engage in behavior that impacts adversely on the reputation of the University. The strategies to address the issues includes improvements to our event management practices and the shift towards providing a different sporting event model.

Changes to management practices included the appointment of a Liaison Officer for the AUG and other events to ensure that we have both male and female staff available if required. Other strategies include more careful selection and training of team managers and coaches and the introduction of events such as the AUG Team Launch to impress upon team members the responsibility that comes with representing the University and the consequences of poor behavior.

A range of new sporting events including the Varsity Challenge and Go8 Uni League are focused on providing an on-campus spectator experience and the teams are managed more closely. The University will continue to participate in the AUG for the foreseeable future but teams chosen to attend will be selected more carefully. A survey of all participants at the AUG will be conducted to determine if participants felt supported and safe.

The Chair suggested that Universities Australia needed to get a broader understanding of the risks associated with student activities and that this could be raised through Mr. Collette. Ms. Dalton suggested that the AUG also needed to be better defined as either a social or sporting event.

Resolution

The Board noted the presentation

2. MATTERS FOR DECISION

2.1 Club Governance Review

Business Development Manager Mr. Jean-Luc Garlick provided an update on the Club Governance Review. It had been agreed with the University Legal Counsel Ms. Kylie Gould to establish a Working Group to consider the report recommendations and develop an action plan. The Working Group would be chaired by Ms. Louise Goh from Legal Services and consist of representatives from MU Sport, University Legal Services, Risk and Compliance, Health and Safety, Insurance, Financial services and Governance.

The Chair thanked Ms. Roffey for her excellent work in producing the report and outlined that she had removed herself from the Board during the process. Ms. Roffey thanked the Review Panel consisting of Mr. Adrian Collette, Mr. Brendan Lynch, Ms. Kim Brennan (nee Crowe) and Ms. Hana Dalton. Feedback was received from the Athletics, Hockey, Tennis, Underwater, Wushi Tai Chi and Mountaineering clubs to the draft report with strong support for an annual affiliation agreement.

The Chair outlined the decision by University Council to revoke the semi-autonomous statute and establish a special University department category (B). The Chair and Mr. Collette have met with Vice Principal Policy and Projects Dr. Julie Wells to discuss the new arrangements and despite an assurance that there would be no change this is not clear from the regulation.

The Sports Association continues to be listed as a student organization under the new statute and the Chair recommended that this issue be considered further by the

Working Group to ensure future clarity about the management and governance of clubs. It was proposed that a formal ceremony be held to recognize the role that the Sport Association had played previously in supporting sporting clubs.

Mr. Collette, Ms. Gould and the Director will meet to determine any immediate actions from the report. The Director noted that the staff group had already started working on a response to the report recommendations and developing a budget. A commitment was made to the clubs during the process that any additional compliance as a result of the review would be undertaken by the University (MU Sport) and not imposed on the clubs. Mr. Collette will present the report to Chancellery Executive once the Working Party had developed an action plan and a budget.

Resolution

The Board noted the update

3. MATTERS FOR DISCUSSION (Continued)

3.3 Fitness Services Review

The Board agreed to defer this item.

3.4 2017 Meeting Dates

The Board considered the 2017 meeting dates and it was agreed that all meetings be conducted during business hours.

4. MATTERS FOR NOTING

4.1 Director's Report

The Director's Report was accepted as read.

4.2 Finance Report – 3rd Quarter 2016

The Finance report was accepted as read.

5. OTHER BUSINESS

5.1 Board Appreciation

The Director thanked the Board for their support during the year and distributed a small gift as a token of appreciation. Ms Dalton stated that she was not sure that she would continue her studies in 2017 and would not be able to continue as the student member. Ms. Dalton will advise the Director as soon as her situation is confirmed.

6. MEETING FINALISATION

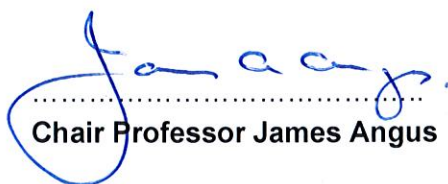
6.1 Meeting Close

The Chair thanked members for their attendance and closed the proceedings at 8.00pm.

6.2 Next Meeting

Thursday March 2nd 9.30am

Signed by the Chair as a true and accurate record:


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Chair Professor James Angus

15/3/12
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Date