

**MELBOURNE UNIVERSITY SPORT BOARD  
MEETING 4/2018 – 15 November 2018**

The minutes of meeting 4/2018 of the Melbourne University Sport Board held on Thursday 15 November 2018 at 9.30am in the Boardroom, Nona Lee Sports Centre.

**PRESENT:**

Professor James Angus (Chair)  
Ms Alex Lawlor  
Professor Richard James  
Ms Miranda Clark  
Mr Mitchell Stephen  
Mr James Marburg  
Mr Adrian Collette

**APOLOGIES:**

**IN ATTENDANCE:**

Mr Tim Lee (Director)  
Mr Jean-Luc Garlick  
Mr Paul Reading  
Mr Rod Warnecke  
Mr Alex Affleck  
Mr Rob Paterson  
Mr Peter Wardrop – Item 1.3  
Mr Sean Taaffe – Item 1.3  
Ms Julie Caundle (minute taker)

**1. WELCOME, APOLOGIES AND INTRODUCTION**

**1.1 Welcome**

The Chair welcomed all present to the last Board meeting for the year. He noted that this was the last meeting for Mr Collett, who was leaving the University to take up the role of CEO of the Arts Council of Australia, and Ms Clark and Mr Stephen who would be completing their studies this year.

**1.2 Apologies**

The Chair noted that there were no apologies.

**1.3 Club Presentation – Waterski and Wakeboard Club**

Mr Peter Wardrop, President and Mr Sean Taaffe, Vice-President from the Waterski and Wakeboard Club provided an update to the Board.

Mr Wardrop noted that the Club had been operating for over 50 years and provided an overview on recent improvements to membership, financial performance and the purchase of a new boat.

The 2021 strategy goals were presented and included, with the support of MU Sport, progressing the club from recreational to competitive, improving the gender balance, advocate for the return of intervarsity competitions, increased training and development opportunities, replacement of all key equipment over the next three years and to update the safety management plan in accordance with Club Governance Review. The Board congratulated the club on the improved

performance and the Chair thanked Mr Wardrop and Mr Taaffe for their presentation.

**Resolution**

*The Board noted the Waterski and Wakeboard Club's presentation*

Mr Wardrop and Mr Taaffe left the meeting at 9.50am.

**1.4 Minutes from previous meeting**

The minutes were accepted as a true record.

**1.5 Confirmation of Circular Resolutions**

There were no circular resolutions to confirm.

**1.6 Business Arising/Action Item Updates**

**1.5.1 Sport Capital Planning**

The Director noted that the meeting to progress the Sport Capital Plan proposed at the September meeting had been put on hold since Mr Collette's resignation. Mr Collette outlined that Professor James would be taking over responsibility for MU Sport until a formal announcement had been made.

**2. MATTERS FOR DECISION**

**2.1 Strategic Plan for Sport**

The Director presented the updated Strategic Plan for Sport for Board approval.

The Director outlined that the Discussion Paper was released in late 2017 and based on a range of feedback it was determined to retain the performance pillar alongside participation and leadership. The Board had then determined to conduct a workshop with stakeholders from which the new Vision emerged; *Sport Matters at Melbourne - it Inspires, Connects and Leads*. The Strategic Plan document now incorporates both the performance pillar and the new vision.

The previous Vice-Chancellor Professor Glyn Davis had invited the Director to present the Strategic Plan to the Chancellery Executive Group but this had been deferred until after the new Vice-Chancellor Professor Duncan Maskell had commenced.

Discussion then followed about the updated Strategic Plan and it was suggested the Board needed additional time to consider the vision, mission and to refine the goals. The Director outlined that the process to develop the new plan had been protracted and the view of the Board previously was that the goals could be modified, removed and new ones added throughout the life of the plan in line with the agreed pillars. Professor James felt that the Board had had adequate time to consider the plan and felt that it was important to confirm the document so that the Board could move forward and consider how to best align Sport with the University's Strategic Planning.

The Chair recommended that an abbreviated version of the plan be developed similar to a model he had seen for the Kidney Foundation for use in publications and to promote the plan generally. It was agreed the Chair and Director would develop the abbreviated plan and that the Board could provide additional feedback on the goals that could be incorporated into the abbreviated document. It was agreed that Board members would supply any comments to the Director by Monday 19 November.

**Resolution**

*The Board endorsed the Strategic Plan for Sport*

**3. MATTERS FOR DISCUSSION**

**3.1 Participation Report**

Mr Affleck presented the annual report on Participation as one of the three strategic pillars of the Strategic Plan.

Mr Affleck outlined the level of student participation achieved in 2018 as requested by the Chairman on receipt of the Board Papers. Highlights included the CollegeFit and Water Safety Programs and how they supported the University campus experience and increased opportunities for interactions with other students.

The Chair requested that Mr Affleck concentrate his presentation on any new strategies or initiatives for consideration by the Board rather than repeat the information contained in the report. The Director outlined that he would ensure that future presentations on the pillars would focus on the consideration of the strategic opportunities and that attached reports would be considered as read.

**Resolution**

*The Board noted the Participation report*

**3.2 Sport Capital Planning**

Mr Reading presented the Sport Capital Planning report and noted his discussions with the Hockey and Athletics Clubs around the redevelopment of the track and hockey pitch, confirming the Athletics Club were happy with the works done to the track to date. Ms Lawlor suggested as part of the overall master plan review it was important to focus on participation and the benefit of supplying a hockey pitch.

Mr Reading reported that Lincoln Square Fitness (LSF) was closed and we were working with Infrastructure Services to reopen as soon as possible. The facility would be closed until at least the end of January.

Mr Reading noted the key objectives for the facility capital plan and that consultants would be appointed to undertake a review of the Sport Capital Plan shortly. A draft report would be brought to the Board in the middle of next year for feedback. Final confirmation would be sought from the Board later in the year.

Mr Stephen asked that Clubs be engaged with the plan at the Club Forum.

**Resolution**

*The Board noted the Sport Capital Planning report*

**4. MATTERS FOR NOTING**

**4.1 Director and Unit Reports**

The Director reported that the Vice-Chancellor visited the Sport Precinct for a tour and afternoon tea at which time he was presented with a Sport Blazer. The Director thanked the Chair for his participation in the tour.

The University have conducted a review of the distribution of the Student Services and Amenities Fee (SSAF) to determine the allocation from 2020 onwards. The review consultant had advised that he would recommend that MU Sport be allocated 23% of SSAF collected from 2019 but that this still required final approval from the Provost.

The Chair has recently approved the appointment of Ms Kitty Chiller to be Board with another appointment to be announced shortly. The Expression of Interest (EOI) to fill the two student positions had already been advertised.

The Club Affiliation Agreements were with University Legal for approval to be distributed to clubs by the end of November. MU Sport and University Legal were

also in the process of finalizing the Club Member Agreements for distribution in early 2019.

All University staff are now required to have a *Working with Children* check.

**Resolution**

*The Board noted the Director's Report.*

**4.2 Stakeholder Relations**

Mr Warnecke spoke to the Stakeholder Relations report. He noted that the strategic meetings with Clubs were on track and there were seven meetings to schedule which would be completed by the end of the year as committed.

The Chair suggested that it was important that a Board member attended each Club Forum. Mr Stephen provided feedback from the Recreational Club forum around the benefit of having a Board member in attendance. Mr Warnecke noted that we had just completed the Club Office Bearer survey which would be distributed to the Board. It was agreed that the minutes from the Club Forums would be attached to the Club Engagement report for each meeting.

**Resolution**

*The Board noted the Club Engagement Report*

**Action**

*Club Office Bearer survey results to be distributed to Board members*

**4.3 Finance Report**

Mr Garlick presented the September Finance Report, highlighting the \$2.2m surplus with a significant amount of those funds expected to be accrued over to 2019. The year-end forecast had dropped due to a commercial provider ceasing operations while the significant growth in SSAF Grants had resulted in a higher level of income which was offset by an equal amount of increased expenditure.

The Chair queried the allocation of Club funding and when clubs would be notified. Mr Warnecke replied that Club funding was reviewed annually with an opportunity for clubs to apply for further funding at any time. Ms Lawlor asked when would we begin to assess clubs against the strategic pillars and would funding be linked to strategic objectives. Ms Clark noted there was confusion amongst the Clubs around the transparency of how club funding was allocated. Mr Warnecke replied that the Club Support Principal Advisory Group was reviewing the structure by which decisions were made so that there was a more transparent framework and it was proposed to establish a new Club Advisory Group to advise on the funding model and allocations. The reviewed funding allocation model would come to the Board and would be part of the May Club Forum.

**Resolution**

*The Board noted the Finance report*

**5. OTHER BUSINESS**

**5.1 2019 Meeting Dates**

Mr Garlick presented the proposed 2019 meeting dates and the strategic items to be considered at each meeting. The Board agreed that all 2019 meetings would be evening meetings and would commence at 6.00pm.

**Resolution**

*The Board noted the 2019 Board meeting dates*

**6. MEETING FINALISATION**

**6.1 Meeting Close**

The Director presented each Board member with a gift and thanked them for their contribution this year and in particular Mr Collette for his support and assistance during his time at the University. The Chair also thanked the Board for their interest and involvement during the year.

The Chair asked staff and observers to excuse themselves with the remainder of the Board staying for the in-camera session.

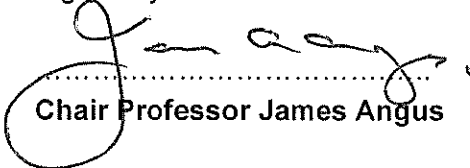
The meeting closed at 11.15am.

**6.2 Next Meeting**

The next meeting to be confirmed

**7. IN CAMERA SESSION**

Signed by the Chair as a true and accurate record:

  
.....  
Chair Professor James Angus

7/3/19  
.....  
Date