

MELBOURNE UNIVERSITY SPORT BOARD
MEETING 3/2018 – 13 September 2018

The minutes of meeting 3/2018 of the Melbourne University Sport Board held on Thursday 13 September 2018 at 6.00pm in the Boardroom, Nona Lee Sports Centre.

PRESENT:

Professor James Angus (Chair)
Ms Alex Lawlor
Professor Richard James
Ms Miranda Clark

APOLOGIES:

Mr Mitchell Stephen
Mr James Marburg
Mr Adrian Collette

IN ATTENDANCE:

Mr Tim Lee (Director)
Mr Jean-Luc Garlick
Mr Paul Reading
Ms Bridgid Junot
Mr Rod Warnecke
Mr Rob Paterson
Mr Sean O'Donnell – Item 1.3
Mr Joel Jdjosovi – Item 1.3
Ms Julie Caundle (minute taker)

1. WELCOME, APOLOGIES AND INTRODUCTION

1.1 Welcome

The Chair welcomed all present.

1.2 Apologies

The Chair noted the apologies.

1.3 Club Presentation – Rugby Club

Mr Sean O'Donnell, President, and Mr Joel Jdjosovi, committee member, from the Rugby Club presented the 2021 Rugby Club Strategy 'Back in Black'. The document outlined the club's ambition to attract more sponsors, improve infrastructure and to expand both the volunteer base and player numbers. Mr O'Donnell expressed his gratitude for the level of support from MU Sport.

The Chair observed that the Club had appeared to have come a long way in the past three years and that the presentation was of a quality that the Board were hoping for as part of this agenda item.

Resolution

The Board noted the Rugby Club's presentation.

Mr O'Donnell and Mr Jdjosovi left the meeting at 6.25pm.

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

There was no business arising.

2. MATTERS FOR DECISION

2.1 2019 Budget

The Director presented the 2019 Budget paper and Long-Term Budget Strategy.

The three principles underpinning the Budget Strategy are to;

- Increase participation by capping or removing student fees where possible.
- Maintain back of house services at less than 10% of total expenses.
- Maximise the return on commercial activities without compromising student participation.

Ms Lawlor asked about the relationship to the level of student fees and the impact on participation. The Director outlined that the Student Wellbeing Survey had identified that cost was a significant disincentive for equity groups and international students in particular and that a reduction or removal of fees had increased participation across all student groups. The Director noted that for every \$5 in SSAF funding we delivered an additional student engagement opportunity and for every \$150 in SSAF we engaged with a new unique student. Professor James suggested that SSAF was best used to support student activity evenly rather than targeting particular cohorts as a general principle.

The Director noted the increased support for performance sport including additional Varsity events. The budget included the SSAF Grant Scheme Funds programs including Water Safety, Active Campuses, Indigenous Sport and Pride in Sport. Provision has also been made to increase the back of house support for clubs including HR, finance, administration, external facility access and equipment management outlined in the Clubs Governance Review. Provision has also been made for training programs for club coaches, managers and committee members.

Mr Garlick spoke to the 2019 Budget paper which contained a surplus of \$740,000 for future capital projects, budget contingency and for unfunded strategic initiatives. Income items contain \$4.5M in SSAF funding including the base allocation, Club Governance Review funding, successful grant bids, and \$3.48M in Fitness income. Fitness student fees had been capped at the 2015 levels but community and staff prices would increase by 3%. Commercial income is set at \$0.99M with a growth of 4%. Significant expenditure items include permanent salaries of \$2.38M, an increase of 2.1% aligned with the EBA, club support of \$1.2M and buildings and grounds \$1.56M.

Resolution

The Board approved the 2019 Budget for submission to University Finance Committee.

2.2 Equity in Sport

Ms Junot presented the Equity in Sport Policy. The policy had evolved from the Gender Equity Report prepared by Ms Hana Dalton and approved by the Board in 2017.

The policy outlined the commitment to embed gender equity across all programs. A Working Party of staff and students would be established to provide oversight for the delivery of the Gender Equity Policy including the allocation of resources, how sport

is promoted and how data is collected. A Women in Sport Fund had already been established that allowed clubs to apply for funds for equipment, coaching support and to develop modified sports programs.

The Chair suggested that the Working Party members be appointed for two-year terms and requested that Ms Junot report back on progress in achieving the gender equity targets to the Board on an annual basis. Professor James suggested that the policy title include 'Gender' Equity in Sport.

Resolution

The Board endorsed the Gender Equity in Sport policy.

Actions

To report to the Board on progress against gender equity targets annually.

3. MATTERS FOR DISCUSSION

3.1 Sport Capital Planning

Ms Lawlor, Executive Director, Property and Sustainability had been asked by the Chair to provide an update on the Parkville Estates Plan to the Board.

Ms Lawlor suggested that the sport related bids to the Capital Advisory Group had been unsuccessful due to the lack of a broader sport capital master plan or a specific project business case. Ms Lawlor suggested engaging Business Projects to assist in gathering the data and noted that it would be useful for the Board to provide guidance for management when preparing the business cases from a governance perspective.

The Director outlined that a number of the proposals had contained a business case prepared by Business Projects and that the 2012 Sport Capital Plan endorsed by the Board had never progressed through the University's capital planning process despite being developed in collaboration with the appropriate University staff. The Director stated that the Sport Capital Plan would be reviewed and updated shortly but that the participation data currently collected would be more insightful if analyzed against the University records. The Director suggested that Ms Lawlor could assist in ensuring this took place.

The Chair noted that sport capital development would need to demonstrate how it improved the student experience. It was agreed that the Director, Ms Lawlor, the Chair and Mr Collette would meet to discuss an action plan to progress the capital plan and future bids.

The Sport Capital Planning report was taken as read.

Resolution

The Board noted the Capital Grant update and the Sport Capital Planning update.

Action

Ms Lawlor, the Director, the Chair and Mr Collette meet to progress sport capital planning.

3.2 Performance Report

Mr Warnecke presented the Annual Performance report. Performance is one of the three strategic pillars. Mr Warnecke outlined the achievements and challenges including recent developments with the Australian Boat Race. The Board were shown the broadcasts from events held during the year.

Resolution

The Board noted the Performance report.

4. MATTERS FOR NOTING

4.1 Director and Unit Reports

The Director and Unit reports were taken as read.

Resolution

The Board noted the Director's Report.

4.2 Clubs Governance Review

Mr Garlick asked the Board to note the paper to Chancellery Executive endorsed in August. The paper included a recommendation that MU Sport would now report to the Board on progress against the action plan as part of the Director's report. There are 11 outstanding action items to be completed.

Resolution

The Board noted the Clubs Governance Review update.

4.3 Stakeholder Relations

Mr Warnecke noted that Stakeholder Relations would be a standing item on the agenda and the report would include commentary on Club Stakeholder Engagement. He updated the Board on the Annual Strategic meetings and the Club Forums and Workshops.

Resolution

The Board noted the Club Engagement Report.

4.2 Finance Report

Mr Garlick presented the Finance Report, highlighting the \$2.2m surplus with a significant amount of those funds expected to be accrued over to 2019.

Resolution

The Board noted the Finance report.

5. OTHER BUSINESS

The Chair requested that next year's Board meeting dates be distributed as soon as possible with a yearly agenda and strategic items for each meeting. The Director noted that an agenda plan would be distributed to the Board.

Action

2019 Board Meeting dates to be distributed earlier with the strategic agenda items.

6. MEETING FINALISATION

6.1 Meeting Close

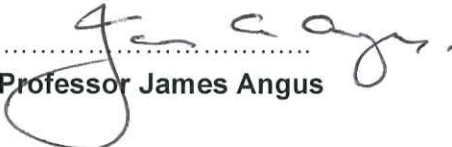
The Chair asked staff and observers to excuse themselves at 7.45pm with the remainder of the Board staying for an in camera session. The staff and observers left the meeting.

6.2 Next Meeting

The next meeting to be held on Thursday 15 November

7. IN CAMERA SESSION

Signed by the Chair as a true and accurate record:

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Chair Professor James Angus

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15-11-18
Date