

CLUB ADVISORY GROUP
Meeting 2/2022 – 08 August June 2022

The minutes of meeting 2/2022 of the Club Advisory Group held on 08 August 2022 at 6.00pm held via zoom.

PRESENT:

Mr Tim Lee (Director of Sport/Chair)
Mr Bob Girdwood (Football)
Mr Samuel Hoffmann (Dancesport)
Mr Maciej Necki (Underwater)
Ms Ruby Craven (Surfriders)
Mr Michael Owen (Soccer)
Ms Rosemary Bissett (Volleyball)

APOLOGIES:

Ms Amelia Smith (Basketball)

IN ATTENDANCE:

Mr Rod Warnecke (Sport Development Manager)
Mr Tom Mullumby (Club Coordinator, Secretary)

1. WELCOME, APOLOGIES AND INTRODUCTION

1.1 Welcome

The Chair welcomed all present.

1.2 Apologies

Mr Warnecke advised that Ms Amelia Smith was an apology.

1.3 Minutes from previous meeting

Mr. Warnecke noted this was the first-time minutes were approved by circular resolution. Ms Bissett suggested that if they were an apology for the previous meeting that they should not respond to the respond to the accuracy of the minutes.

Mr Girdwood noted that he sent an email out after the resolution date, regarding his understanding that MU Sport would provide a summary of the financial situation which led to budget limitations. Mr Lee provided an update to the forecasted loss in fitness membership revenue, the reduction in expenditure by 22%, resulting in not being able to provide a surplus budget. Pleasingly Club support was able to be maintained, however there was no capacity to provide programs with additional funding for 2022. All CAG members were happy with this verbal financial update.

Mr Girdwood wished to note the importance of communicating back to the group where a

CAG recommendation was not able to be actioned, such as in the case where the CAG had supported club requests for new funding. Mr Lee confirmed the CAG's role was to provide recommendations, and not formal approval, but conceded the process needed to be reviewed to ensure decisions, and rationale, were clear to all stakeholders.

Ms Bissett suggested it was reasonable for the process to enable future funding proposals to come in early despite final budgets not being confirmed, as long as it was clearly stated that applications were subject to funding availability. Ms Bissett added that having funding bids to consider could result in greater clarity for MU Sport's budgeting process. Mr Girdwood agreed, adding there was still a need to have a feel of what the likelihood of future funding applications looked like.

1.4 Business arising/action items from previous meeting

1.4.1 *CAG Recommendations for new funding requests from the Meeting 03/2021 be added to the relevant resolution in the previous minutes.*

Mr Warnecke advised this was completed.

1.4.2 *Provide feedback to Facilities for consideration and amending the Club Storage Guidelines where appropriate.*

Mr Warnecke advised this was completed.

2. MATTERS FOR DISCUSSION

2.1 Club Strategic Planning Workshops

Mr Warnecke outlined a 2022 MU Sport Strategic Task was for 70% of clubs to have strategic plans and agreed targets in place, and to progress this task, MU Sport had engaged Strive Sport to deliver workshops for clubs on how to develop a strategic plan. Mr Warnecke spoke to the draft workshop material that had been distributed with the agenda.

Mr Warnecke asked the group for other suggestions that could be socialised with clubs attending the workshop. Mr Owen suggested discussing the alignment of plans with other key stakeholders such as the City of Melbourne and their respective recreation strategy. Ms Bissett suggested clubs should be thinking about the pathways for new members joining a club, the club's risk management plans and other best practice initiatives.

Ms Craven suggested that from a recreational club perspective a focus on succession planning and keeping intellectual property within the club were particularly important, especially where there was a high turnover of committee.

Mr Girdwood suggested there needed to be clarity on the definition of a University of Melbourne student. Mr Lee confirmed that while some non-University of Melbourne students lived in residential colleges, a University of Melbourne student was someone who studied at the University. Ms Bissett noted an alumni column was missing on the pre-planning worksheet. Mr Hoffmann also suggested some of the language did not speak to all type of clubs, suggesting coaches and/or instructors, players and/or participants were better examples. Mr Girdwood suggested the importance of consistency when speaking to and collecting data.

Mr Warnecke thanked CAG for their feedback.

Resolution

The CAG endorsed the Club Strategic Planning Workshops.

Action

Mr Warnecke to report back on the Club Strategic Planning Workshops to CAG.

2.2 Club Professional Development Program

Mr Warnecke presented on a list of recent professional development opportunities offered to club office bearers and other key volunteers. Mr Warnecke asked the group what other opportunities MU Sport offer could to provide value and support for club office bearers and volunteers. Ms Bissett suggested a governance session would be particularly useful, such as thinking about how to structure club committees, as well as financial literacy for treasurers. Ms Bissett also suggested high-performance topics such as sport psychology along with management of junior programs and education on working with children.

Mr Hoffmann suggested a workshop on general leadership skills. Mr Lee supported the expansion of such opportunities into the future. Ms Bissett also suggested opportunities around managing people, health and safety compliance and diversity and inclusion initiatives.

Mr Warnecke thanked CAG for their feedback.

Resolution

The CAG endorsed the Club Professional Development Program.

2.3 Melbourne Plus Program

Mr Mullumby presented on the pilot collaboration with the Melbourne Plus program, a new University initiative aiming to recognise University of Melbourne student participation in activities that develop student capabilities that are extra-curricular to their academic requirements. Mr Mullumby added that involvement will give students a digital credential recognising their volunteerism.

Mr Necki expressed his interest in the program noted some similarities and opportunities to package with other rewards programs clubs may have. Ms Bissett asked about scope for recognising a broader cohort of volunteers within clubs, such as club administrators and program leaders. Mr Mullumby advised that the initial focus of the program would focus on key identifiable volunteers that MU Sport had a direct 'line of sight' on, and there would be scope to grow the program in future years. Mr Mullumby also suggested that the program could become an important volunteer recruitment tool in the future.

Mr Mullumby thanked the CAG for their feedback.

3. MATTERS FOR NOTING

3.1 Sport Development Report

Mr Warnecke presented the Sport Development Report. Mr Warnecke highlighted the affiliation review which would also look at club constitutions; the recent Kendo club

grievance; as well as the concerns with the Gridiron Club governance structure.

Resolution

The Sport Development Report was noted.

4. MEETING FINALISATION

4.1 Meeting Close

The Chair thanked everyone present for their time.

4.2 Next Meeting

Mr Warnecke noted the next meeting date will be on Monday 31 October.

Action Sheet 2/2022

Minute no.	Item Title	Action	Person/s Responsible	Current Status
2.1	Club Strategic Planning Workshops	<i>Mr Warnecke to report back on the Club Strategic Planning Workshops to CAG</i>	Mr Rod Warnecke	