

## MELBOURNE UNIVERSITY CLUB FORUM

11 October 2017

The notes of the Melbourne University Sport Club Forum held on Wednesday 11 October 2017 at 6.00pm in Social Space A.

### PRESENT:

Professor James [Jim] Angus (Chair)  
Mr. Tim Lee (Director)  
Ms. Louise Goh (Lawyer and Chair, CGR Working Group)  
Ms Kylie Gould (General Counsel and Executive Director Legal & Risk)  
Mr. Rod Warnecke (Sport Development Manager)  
Mr. Jean-Luc Garlick (Business Development Manager)  
Mr. Alex Affleck (Operations Manager)  
Ms. Joy Villalino (Marketing Manager)  
Mr. Tom Mullumby (Clubs Officer – note taker)

### APOLOGIES:

Greg Longden – Boat  
John Prince – Cycling  
Mark Thomas – Underwater  
Clare Parker – Volleyball  
Alex Leung – Fencing  
Amanda Douglas – Basketball  
Jake Allen – Lacrosse  
Ella Keogh - Swimming

### IN ATTENDANCE:

Michael Shaw – Aikido  
Hamish Beaumont – Athletics  
Keiran Warnock – Baseball  
Will Burrell – Basketball  
Nicholas Yee – Badminton  
Jason Kotchoff – Basketball  
Jean-Luke Desmarais – Cricket  
Leah Caluzzi – Football  
Ash Bye - Football  
Kerry Hwang – Futsal  
Eu Kin Lim – Futsal  
Rob Smith – Gridiron  
Keven Ren – Inline Skating  
Kevin Sek – Inline Skating  
Caitlyn Conway – Mountaineering  
Mitchell Stevens – Mountaineering (Student Board Representative)  
Zanthe Burke – Netball  
Georgia Bowden – Netball  
Jason Jones - Rugby  
Phoebe Allen – Ski  
Brooke Dunleavy – Snow  
Tom Proctor – Snow  
Michael Owen – Soccer  
Adrienne Heslop – Soccer  
Harry Bradley – Surfing  
Seton Jubb – Surfing

Charles Low – Tai Chi and Wushu  
Miranda Clark – Tennis (Student Board Representative)  
Jessica Roberts – Touch  
Karin Runitalake – Touch  
Rowan Sivanandam – Ultimate  
Geoff Creber – Waterski and Wakeboard  
David Jame – Weightlifting and Powerlifting  
Jason Mackaway – Water Polo

## **1. WELCOME AND INTRODUCTION**

Professor James Angus took the Chair and welcomed everyone to the meeting. The Chair outlined that the Club Forums were an opportunity to discuss major club issues and the strategic direction of sport at the University. Notes and presentations from the previous forums could be found on the MU Sport website.

The Chair noted apologies.

## **2. MATTERS FOR DISCUSSION/NOTING**

### **2.1 Club Governance Review Update**

Ms. Goh gave an overview of the Club Governance Review process to date. Ms. Goh explained how the university has engaged an external consultant to examine the current relationship between University, MU Sport and affiliated clubs, determining 'best practice' for managing these relationships and provide recommendations to the University on managing risk.

The review presented 47 recommendation in total for the University to consider, and the University subsequently provided a working group in 2017 to review and provide a road map for their implementation.

In reviewing the recommendations, the Working Group has importantly confirmed that all current club activities are approved from an insurance perspective – both personal accident insurance for participants, and from a professional indemnity perspective for office bearers, instructors and coaches.

The Working Group has prioritised the following key actions:

- The current Club Services Agreement to be reviewed and developed into a Club Affiliation Agreement that better articulates the relationship between Club, MU Sport and the University
- This affiliation agreement will reference key obligations and expectations of each party, and as such, will need to review key University policies, procedures and systems
- Create safety management plans, in conjunction with clubs and in some instances through engaging industry experts, for all club activities. Priority safety management plans will be for the six high risk recreational clubs
- Provide training and education opportunities for club committee members, coaches and instructors, beginning with induction/orientation material for new Office Bearers, and
- Determining how these key action items along with the balance of the 47 recommendations is resourced between MU Sport, University Legal, OHS, Insurance and/or other departments or service areas

Ms Goh said most importantly, the Working Group is committed to ensuring that the implementation of the Clubs Governance Review recommendations will not place

any additional impost or workload on club volunteers. Ms Goh advised the Working Group is aiming to finalise its meetings and its implementation plan for the Clubs Governance Review recommendations by the end of 2017. It will then provide a Briefing Note to the University Chancellery for its approval and additional resource allocation.

Ms. Dunleavey (Snow) queried if the implementation of recommendations will likely occur for all clubs at once or one at a time. Ms. Goh said the process will likely involve meeting with clubs one on one to determine the best resource efficient for what implementation will work best.

Ms. Conway (Mountaineering) queried if any sort of deadline for safety management plans for high risk clubs. Mr. Lee said there is going to be a certain level of uniqueness in each arrangement of a safety management plan so difficult to put timelines in forum, but emphasised priority will be getting plans in place for recreational clubs.

Mr. Warnock (Baseball) asked if the scope of the review covered governance and risk management in terms of how clubs function and their operational issues that sometimes arise. Ms. Goh advised that the broad categories of the review did recognise the wide scope of issues that could arise from time-to-time. Mr. Warnecke further advised that the review did highlight the need for further volunteer education, succession planning and committee management. Professor Angus advised looking to have better oversight and support for clubs through this process.

## **2.2 Sport Strategic Update**

Mr. Lee gave an update on the Strategic Plan for Sport, referencing the recently distributed discussion paper and the Vision for Sport. Mr. Lee highlighted the strategic plan would align with the University's Growing Esteem Strategy and will be focused around two pillars:

- Enhance the student/campus experience by providing opportunities for regular participation
- Assist in developing tomorrow's leaders by supporting opportunities to demonstrate active citizenship.

### **ENHANCE THE STUDENT EXPERIENCE**

Mr. Lee outlined that this pillar will look to maintain and grow current opportunities for students for regular physical activity. Further developing this experience, Mr. Lee outlined MU Sport will look to engage with students currently active outside of the University, and engage students not participating in regular physical activity. Mr. Lee advised that the SSAF Grant Scheme is a great opportunity to look at some of these gaps, and MU Sport had recently had some success with the Water Safety Program and would be looking at future projects around the commitment to equity.

### **DEVELOP AND SUPPORT STUDENT LEADERS**

Mr. Lee outlined some of the key aspects of helping students on the path to student leadership. This involved supporting volunteerism and aspiration. Mr Lee advised that this pillar will look to demonstrate leadership on important social issues, and recruit and support talented student athletes. Mr. Lee said MU Sport will also look to engage with alumni in this process.

Mr. Lee highlighted that facilities and sporting infrastructure are key in this aspect. Mr Lee noted that the Our Campus feedback survey was currently being conducted and was a great opportunity to highlight sport's medium and long-term requirements on

campus, and he encouraged club stakeholders to contribute to the survey. Mr. Lee was also pleased to announce that MU Sport had recently hired facility manager Paul Reading, who has a background working with local government, to lead future building and maintenance programs for sport. Mr. Lee also thanked Mr. Affleck who had previously carried this portfolio but who would be focusing on Fitness Services moving forward.

Mr. Lee finished by thanking all Club Office Bearers who may be stepping down or who have stepped down, with special mention to Mr. Peter Antonie, who has been president of the Boat Club for more than 20 years.

Mr. Beaumont (Athletics) referenced Mr. Lee's 50% student engagement figure on student participation and emphasised the importance of the quality of engagement as opposed to just the quantity. Mr. Beaumont suggested that engagement with clubs is a 'stickier' level of engagement and likely for continued connectivity. Mr. Lee said MU Sport supports engagement in a variety of categories, and would look to record different engagement opportunities, including casual use. Mr. Lee further suggested in terms of reporting on participation, that the big number of total engagement was seen as the eye-catching number, and hence, there was merit in tracking total participation opportunities across all program areas.

Mr. Beaumont also asked about the new pillar of leadership and questioned its tenuous link to high performance. Mr. Lee advised that the performance pillar hadn't necessarily resonated with the University, and providing graduates with well-rounded leadership attributes would support the Growing Esteem strategy. Mr. Lee advised performance aspects would sit across both pillars of participation and leadership.

Mr. Jame (Weightlifting and Powerlifting) indicated he was surprised with the two pillars. Mr. Jame further noted that he thought the strategy should be more focused on clubs who provide good programs and create long term engagement, and can leave a dynasty of sporting performance.

### **2.3 Club Funding Report**

Mr. Warnecke advised that the 2017 Club Operational Funding report was on the back of the agenda (and had previously been distributed via email). He presented an overview on the funding principles previously established by the 2014 Club Funding Review namely to maintain all pre-2014 funding levels; continue to provide facility access to clubs as the base level of support; support the engagement of performance-focused coaches and administrators/managers; and to support major equipment purchases.

In line with these principles, Mr. Warnecke advised operational funding from 2017 will continue in 2018, with the addition of a 3% funding increase to reflect the impact of CPI.

Mr. Warnecke said MU Sport had also recognised club feedback from previous forums and from the Club Office Bearers' Survey, and agreed there was a need to provide greater clarity around the principles of club funding and support. As such, Mr. Warnecke advised MU Sport would create an ad-hoc Club Funding Principles Working Group to expand upon the existing funding principles and develop a Club

Funding Policy. Terms of reference and expressions of interest for members of the Working Group would be developed and called for in December Club Operations Memo. Mr. Warnecke advised the Working Group will commence in S1 2018 with the aim of providing a draft policy for discussion at the S2 Club Forum later in the year.

Mr. Jame (Weightlifting and Powerlifting) advised he would like to see this process implemented as fast as possible.

Ms. Bowden (Netball) asked if this project will result in any change in overall support. Mr. Warnecke said the focus would be to ensure that support was aligned with the strategies of the University and MU Sport.

#### **2.4 Club Workshop of Important Issues**

Mr Warnecke advised this workshop had also arisen from club feedback to better engage those in attendance. Mr. Warnecke asked attendees their thoughts on the current format of the forum; whether or not we should continue with forums; and/or would meeting as competitive, instructional and recreational club cohorts would also be valuable. A quick straw-poll unanimously voted yes for the continuation of forums, with the second forum for 2018 to be convened by club cohorts (competitive, instructional and recreational). .

Mr. Warnecke then invited attendees to participate in the evening's workshop to discuss (in their current table settings) the significant issues their clubs faced, how these issues could be resolved and how could MU Sport assist. Table discussions took place for approx. 15 minutes, facilitated by MU Sport staff and more experience club members in attendance. Representatives from each table then presented back to the group – see the collated presentations attached.

Mr. Warnecke said the level of participation in the workshop indicated it was a format well worth continuing at future forums and encouraged clubs to continue to nominate topics of interest for future wider discussions. He also reiterated that clubs were encouraged to continue to engage with MU Sport around any club-specific issues or opportunities.

### **3. TIME AND DATE OF NEXT FORUM**

The next Club Forum for 2018 will be confirmed.

### **4. FORUM CLOSED**

The Forum closed at 7.17pm.

<b>Agenda Item</b>	<b>Item Title</b>	<b>Action</b>	<b>Person(s) Responsible</b>
2.1 Club Governance	Working Group Update	Club Governance Review Working Group Update to continue via MU Sport via December Club Operations Memo	Mr. Warnecke
2.3 Club Funding Report	Working Group Formation	Call for Expression of Interest for group members in the December Club Operations Memo and distribute Terms of Reference	Mr. Warnecke
2.4 Club Workshop - Important Issues		Collate workshop feedback and propose 2018 Forum schedule/format in December Club Operations Memo	Mr. Warnecke

## WORKSHOP

### Table 1

**Clubs:** Athletics, Baseball, Basketball, Badminton

**Presenter:** Mr. Hamish Beaumont (Athletics)

- Facilities and challenges that come with them
- Administration around using on campus facilities – difficult and time consuming. Reducing work
- Paid Volunteer Hours reduce the workload on committee and clubs.
- Stocktake system – Booking system treasurer

### Other Items Listed

*Facilities (GI)*

*Volunteer hours*

*Student Recruitment – O week location moved from north court*

*Time spend dealing with MU Sport*

*External Bookings taking priority over clubs*

*Work closer with clubs needs*

### Table 2

**Clubs:** Cricket, Rugby, Football, Futsal

**Presenter:** Mr. Jean-Luke Desmarais (Cricket)

- Facilities with City of Melbourne – MU Sport could coordinate year-round and allocates accordingly for each club
- Lack of facilitating meetings between (i.e. Cricket and Football)
- Not sharing enough resources
- Cricket-Football managing the oval

### Other Items Listed

*Problem each club has to liaise with City of Melbourne to book individual facilities*

*Solution MUS Coordinates Bookings year-round for Princes/Royal parks*

*Futsal - Problem No fixed locations*

*Solution: MUS Assists in finding a permanent facility*

*Lack of facilitated meetings*

*-Problem:” Not enough meetings between clubs who share facilities*

*-Solution -MUS to facilitate meetings between clubs who share facilities.*

### Table 3

**Clubs:** Hockey, Netball, Gridiron, Inline Skating

**Presenter:** Mr. James Stewart (Hockey)

- Quality of facilities and issues with external venue use
- Storage access for new clubs
- Communication and Transparency – consistency of outcomes MUS  
Conscious preventing

**Other Items Listed**

*-Facilities – sub-standard external venues  
More to semi-professionalism  
Financial and employee management (MUS)  
-At times very slow responsiveness/ bureaucracy  
Communication and transparency from MUS  
Extremely low support for new clubs  
Basic Facilities lacking storage*

**Table 4**

**Clubs:** Soccer, Tennis

**Presenter:** Mr. Michael Owen (Soccer)

- Off Campus facilities, variability/unreliability in council booking process to expected allocation. Hundreds of people can't provide opportunities to with current facilities.
- Booking Process – difficult in streamlining system
- More information about fees about using on campus facilities
- Help to how to run administer themselves
- System for Online Bookings

**Other Items Listed**

*Soccer  
-Facilities at capacity  
-Reliant on councils  
Tennis  
-Courts at capacity  
-Booking process difficult > more streamlines system  
-Having to pay fees to MUS for court use (same as students)  
-No open access for members to practice  
2. Advice and guidance from MUS on administering club  
-operation officer  
-contract templates  
Attracting MU Elite Players*

**Table 5**

**Clubs:** Water Polo, Weightlifting and Powerlifting, Touch, Ultimate

**Presenter:** Mr. Jason Mackaway (Water Polo)

- High Performance emphasis undermining participation level
- Removal of scholarship EAP not being required to be able to play from club

**Other Items Listed**

*Recognition of funding to MU Sport (MUWPC)  
Lack of Facilities on Campus (Water Polo)  
Commitment from elite athletes whilst still being eligible for scholarships and other benefits*

*High performance undermining participation in touch*  
*Lack of motivation/willingness to train and compete at high levels*  
*Support from MU Sport regarding club management paid leadership opportunities*

**Table 6**

**Clubs:** Aikido, Tai Chi and Wushu

**Presenter:** Michael Shaw (Aikido)

- Wildly varying recruitment success. Struggle to get enough student volunteers. Club Demonstrations days look at Grouping similar clubs together.
- Different Clubs Day Locations Recruitment strategies
- Facilities – stadium with ventilation in summer – fans in the system

**Other Items Listed**

*Student recruitment*

*Clubs Day – group common clubs*

*Location of tables*

*Difficulty putting demonstration*

*Booking times/available time slots*

*Supporting members to be graded*

*Purpose built flat floor activity space/Dojo*

*Storage*

*Ventilation/Cooling*

*Instructional Clubs sharing ideas*

**Table 7**

**Clubs:** Surfing, Snow, Ski, Mountaineering, Waterski and Wakeboarding

**Presenter:** Tom Proctor (Snow)

- Communication and Guidelines
- Reactive responses
- Funding support  
Forum future options

**Other Items Listed**

*Funding – Forced to develop other ways*

*MUS Reactive infrequent communications unaware of OPS*

*Efficient Responses*

*Rising Costs*

*Guidelines for applying for instruction coaching SWOTVAC*

*CPF 3% of 0*

*Strategic Plan Limited “Clubs” References*

*0 Week want south Lawn*

*North court crap*

*Facilities*

*Communication*

*Guidelines/HELP*

*Ski Lodge Issues*