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Affiliations

World Squash Federation
Australian Commonwealth Games Association
Oceania Squash Federation
Confederation of Australian Sport
Australian Olympic Committee

1st November 2013

Memo To; Squash Australia Member States & Territories (President & EOC members), Associate Members and Squash Australia Directors
Cc Squash Australia staff and committee members
Re: Summary of Outcomes of Squash Australia President's Council Saturday 10th August 2013 and Sunday 11th August 2013
From: Gary O'Donnell CEO

The following information is a summary of outcomes of the Squash Australia President's Council meeting of Saturday 10th August 2013 and Sunday 11th August 2013. The meeting was held at the Sports House Milton Queensland and attended by:

ACT	Bob McComas
NSW	Dawn Moggach
NT	Judi Hoare
Queensland	Ros Preston, plus observer Grant Fraser
South Aust	Mark Goldstone, plus observer Cheryl Johnstone
Tasmania	Kent Harbutt
Victoria	Peta Murphy
Squash Aust	John Lee
Squash Aust	Carol Kawaljenko
Squash Aust	Vicki Cardwell
Squash Aust	Steve Bowen
Squash Aust	Marcus Smith
Squash Aust ex officio	Gary O'Donnell

Apology

Western Aust	Matt Hansen
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The meeting followed the Squash Australia General Meeting and commenced at midday, Saturday 10th August 2013 and was opened by the President who requested the CEO to commence proceedings.

Gary overviewed the papers as distributed referring to the Paper '*Actioning the Squash Australia Governance Review Recommendations*' which was the primary purpose of the gathering. At this stage of the Governance Review implementation, the focus was on three broad areas of discussion for the President's Council; Strategic Planning, Constitution review and Performance Management Plans.

Actioning the Squash Australia Governance Review - Strategic Plan

Gary O'Donnell facilitated a discussion on this item.

Gary backgrounded;

- The current Squash Australia Strategic Plan – Squash in Australia 2016 (SiA) is a rolling plan on a four year horizon. The plan at the time of the Governance Review was the 2015 edition. The plan was initially formed in ~ 2010 and has been 'rolled forward' on an annual basis by the Squash Australia Board. The process of 'rolling fwd' by the Board with reference to the members after the Board approved any changes had been of some concern to Squash South Australia.
- When SiA was created it was envisaged that members would utilise the structure of the document as the basis of their own plans by using comparable Mission, Values, KRA's etc to SiA

Principal Partner



Official Ball



Official Apparel & Equipment



Discussion;

Gary referred the Council to a PowerPoint presentation to facilitate discussion on two particular Recommendations 1 - the Strategic Plan and 12 - Alignment of Plans.

The Council discussed Squash Australia's Strategic Plan. The Recommendation 1 - to clarify what the members felt that the recommendation meant in terms of 'review', was this simply that a 'look over' for relevance or was this rewrite?

- *Squash ACT – Squash ACT have reviewed the document. Generally happy with the format but some issues need to be included. Need to have consensus across the members of the way ahead so that it can be a unified approach. No linkage in Strategic Plan, state corporate knowledge and assets.*
- *Squash VIC – “Review that includes a rewrite”. Need to consider ideas of alignment. KRA's for Squash Australia that could flow down to States/Territories. How did States/Territories take on ownership?*
- *Squash SA (Mark Goldstone) – Review healthy journey. Rewrite is a must. Consultations critical which will then allow buy in. Should rewrite every four years.*
- *Squash NT – Golden opportunity for a rewrite. Squash NT is doing theirs right now.*
- *Squash SA (Cheryl Johnstone) – Process of doing it together brings people along – just as important as end result. Now is a good time to ask the hard questions.*
- *Squash VIC – Doing Strategic Review now. Board has met to discuss. Funding received for a consult to manage the process. He will then consult with clubs/players etc. Suggest funding be sourced to do similar at Squash Australia.*
- *Q Squash – Need to review and realign to get all States/Territories on board. Involve more than just the Presidents.*
- *NSW Squash – Strategic Plan for Squash Australia is the big issue. Is the Squash Australia Strategic Plan to be used as a template for member plans?*
- *Squash VIC – Review should consider issues which are common across all of them.*

The general view of the Council was that Squash Australia embark on a Strategic Plan redraft. The Board to consider the timing and resources for its production.

The Council discussed Alignment of Member & Squash Australia Strategic Plans. Recommendation 12. The members comments were;

- *Squash VIC – Have compared “SIA” with their needs. Asking their members what their thoughts are. Starting from bottom and working up.*
- *Gary O'Donnell – Need to make sure national context is taken into consideration.*
- *Squash VIC – How do we make sure everyone feels involved?*
- *John Lee – Members instruct Squash Australia on what to do in terms of Strategic Plan and vision.*
- *Squash ACT – Are in good place. 95% of what is in place is accurate.*
- *Squash SA (Mark Goldstone) – Unclear as to what discussion is about.*
- *Gary O'Donnell – Hopeful to get clarity around member Plans and develop a Plan to take into account Members views.*
- *Squash VIC – Has “trouble with words” in recommendations. Conscious that needs to be aligned, but reserves the right to have a different Strategic Plan.*
- *Squash NT – Nearly done.*
- *Squash TAS – Discuss next week. Pathway thru.*
- *Squash VIC – Draft for dist. October*
- *Squash ACT – Discussion at September Board Meeting. Consult after that.*
- *Q Squash – Start in two week's time.*
- *Squash SA – Start after new Board in September. Completed in a few months.*

The Councilors to take on Board the discussion with a view to correlate member plans with Squash Australia's

Actioning the Squash Australia Governance Review - Constitution

Carol Kawaljenko facilitated a discussion on this item.

Carol backgrounded;

- Given a number of the recommendations contained in the Squash Australia Governance Review Report dealt with structural aspects of the Board and Membership and mentioned 'Constitution' (which Squash Australia currently does not have) it had been resolved that a Constitution be drafted.

- Squash Australia currently operates with two documents which effectively cover the Constitutional function, those being the Articles of Association and Memorandum of Association. The two documents came into operation when Squash Australia became a Company Limited by Guarantee. The Articles have had a number of amendments over the period since but largely both documents remain in the same form as when initially created. Given this and since it is available, the basis of the new Squash Australia Constitution would be the Australian Sports Commission's 'Template Constitution'. The document had been circulated to Presidents Council with the meeting papers.

Discussion;

Carol referred the Council to two particular Recommendations 9 – Classes of Membership and 7 – 'One Vote one Value' for the member States & Territories.

The Council discussed Classes of Membership.

- Carol mentioned sports such as Lawn Bowls and Canoeing having membership classes which facilitated Corporate or Commercial Members.
- The group discussed how individual participants who are members at State/Territory can or should have this represented at Squash Australia level.
- The meeting touched on being more inclusive or representative of its population. For example categories of membership for Referees or Coaches.

The Council discussed 'One Vote one Value' for the member States & Territories.

- Carol overviewed various sports which operated with 'one vote for each State and Territory'.
- Dawn Moggach commented that the one vote one value system should be reflected in the subscription system.
- Carol also commented that a number of sports operated with a banding system based on criteria different to Squash's structure citing Volleyball as an example.

The Council resolved that a Working Group be appointed to facilitate the constitution drafting process. With Peta Murphy, Bob McComas and Carol Kawaljenko to undertake the task.

Actioning the Squash Australia Governance Review - Member Performance Agreements

John Lee facilitated a discussion on this item.

Background;

- The Review focussed its recommendation 2 on ensuring that a mechanism existed which in a practical form would reinforce a national unity of purpose for the sport. The members had endorsed the recommendation and were to provide their draft version of a Performance Agreement. None were forthcoming.

Discussion;

The Council considered the existing Performance Management Agreement and the meeting notes.

The possibility that the President's Council meeting itself could comprise an aspect of the agreement was considered whereby each member made a presentation or report on their activities across a targeted set of work areas for example membership, referee development etc. These areas to be agreed through the Council at the beginning of the year or other suitable period.

The Board to consider factoring this into the document.

National Squash League;

No discussion held.

Junior Board;

The Council discussed the Junior Board concept as reflected in the paper as prepared and circulated to the members by John Lee. The Council was guided by comments of Grant Fraser who reflected on the interests of his own children. The Council felt that while it was appropriate to have mechanisms in place to gain input of the 'younger' squash players that a formal 'Board' was in all likelihood not the most effective one to choose.

ASC Winning Edge Update;

Gary O'Donnell presented a timeline and detailed information on the ASC's Australia's Winning Edge (AWE) as it applied to Squash since AWE's initial announcement by the Minister of Sport on 30th November 2012. He commented the process had placed a significant pressure on the organisation as staff sought funding support for the sport's HP programs in the context of a substantially changed ASC/AIS delivery modality, led by the withdrawal of all sports programs being directly managed by the AIS and a staffing restructure by the AIS/ASC.

The application process required a very specific focus on who the athletes would be over the period to 2022 that could deliver the medal winning performance the ASC was interested in making funding investments in to achieve. SA was required to develop a profile on what a successful athlete would achieve and at what ages the athlete's ranking would need to be. The profile dealt with individuals, doubles and teams participation.

The documents provided to the Council included;

- 2013 AWE's Assessment on Squash Australia.
- ASC 2013/14 Funding Allocation Fact Sheet for Squash.
- ASC Sport Categorisation Framework – with squash classified as National & Iconic.

Gary spoke of the imminent challenge around the 'classification' of Squash World Teams Championships in that the ASC may not recognise this as a World Championship target that it would recognise preferring to focus on World Open performances (i.e. individuals event.). The implication would be the denial of the substantial Direct Athlete Support (DAS) pool of funds from Squash athletes in the order of \$250,000 per annum.

Mark Goldstone spoke to a paper regarding High Performance Review which was provided to the Council. Mark acknowledged the AWE presentation assisted in providing some information he was seeking, nevertheless the Council felt that a review was worthwhile.

The SA Board to look to its conduct.

Australian Squash Tour;

Peta Murphy spoke to a document which was circulated pre meeting.

Dawn Moggach highlighted the cost for match officials which for the NSW Open were in the order of \$3000.

Gary O'Donnell indicated that the AST remains a cornerstone of SA's Performance Pathway, its resourcing however can only come from ASC High Performance grants and so it must produce outcomes consistent with the funding investment principles. Coordination of scheduling with for example NZ and the position of some events at a higher threshold to benefit Australia athletes were factors that would be considered in planning the 2014 edition.

2014 Subscriptions and per player basis of collection

The Council discussed this matter generally.

The CEO had collated a spreadsheet document which brought together for each member their insurance purchase, their subscription payment and IT cost to allow members to review the range of 'costs' each was paying when divided by their playing base. The variation in members processes where for example some organisations purchased insurance coverage for twice their registered player base while others purchased many fewer.

Pete Murphy sought the indulgence of the meeting to indicate that she had been somewhat quoted out of context regarding the subscription fee motion from the 2013 AGM in correspondence circulated by Q Squash.

Rod Eyles Coaching Accreditation

John Lee tabled a substantial set of papers indicating the dealings of this matter by various parties over the last two years. John spoke to the document expressing his frustration that the matter remains active for some members and Directors.

Steve Bowen commented that he felt John has not communicated in accord with the Board's directions on the matter in communicating with the PSCAA.

Vicki Cardwell questioned Eyles accreditation on the basis that 'Rod has not spent 1 second in a level 2 course let alone a level 1'.

The CEO provided his knowledge of the matter, indicating from his review that there had been a communication breakdown on the status of the 'squash' aspects of the Eyles accreditation by SA staff, that the steps were 'traced back over' to ensure that Rod satisfied the requirements of Level Two status and with that undertaken the status remains in place. The organisation to follow some tighter process in administration in particular RCC applicants progress in the future.

Cheryl Johnstone confirmed that RCC or RPL was available for the qualification; the CEO advised that was the case.

Peta Murphy indicated she was uncomfortable with the document as provided by John having been circulated and following the discussion on the matter the documents were returned to John Lee.

The Board to consider the matter at its next meeting.

Papers

The following papers were circulated prior or provided at the meeting;

- i. Agenda
- ii. President's Council Paper on Squash Governance Review Recommendations, including;
 - a. Strategic Plan
 - b. Constitution Review
 - c. Performance Management Agreements
- iii. Governance Review Worksheet/Update on Recommendations
- iv. 2016 Squash Australia Strategic Plan – Squash in Australia
- v. Squash Governance Review Implementation template
- vi. Squash Australia's Memorandum of Association (Note the Squash Australia Articles were included in the General Meeting documents)
- vii. ASC Template Constitution
- viii. Squash Vic - Australian Squash Tour Paper
- ix. 2013 AWE's Assessment on Squash Australia.
- x. ASC 2013/14 Funding Allocation Fact Sheet for Squash.
- xi. ASC Sport Categorisation Framework – with squash classified as National & Iconic
- xii. Squash SA – Review of the Squash Australia High Performance Program Paper

Yours sincerely,



Gary O'Donnell
Chief Executive Officer