

# Minutes

## Council of Lifesaving Clubs

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**VENUE:** LSV  
Ian Potter Room

**DATE:** Tuesday, 21 February 2017  
9:00am – 10:45am

### 1. Preliminaries - Present

#### *Delegates*

Steven Schofield; Altona LSC  
Andrew McKinnon; Barwon Heads/13<sup>th</sup>  
Beach SLSC  
Lloyd Thomas; Bonbeach LSC  
Dean Manns; Cape Paterson SLSC  
John Kerr; Chelsea Longbeach SLSC  
Dianne Montalto; Edithvale LSC  
Darren West; Fairhaven SLSC  
Cliff Goulding; Half Moon Bay SLSC  
Yvette Costello; Hampton LSC

Grant Rattenbury; Mordialloc LSC  
David Pavia; Ocean Grove SLSC  
Stuart Rayner; Portsea SLSC  
Malcolm Freake OAM; Sandridge LSC  
Bree Ambry; Sandringham LSC  
Darren McLeod; Seaford LSC  
Jane Wright; Sorrento SLSC  
Jeanette Lambert; St Kilda LSC  
Robert O'Brien; Waratah Beach SLSC  
Debra Hocking; Wye River SLSC

#### *Proxy Delegates*

Alison Porter; South Melbourne LSC

#### *Club Presidents/Other*

Peter Murrhly; Lorne SLSC

Simon Morgan; Point Leo SLSC

#### *Remote*

Kartina Antony; Portland SLSC  
Sandra vander Pal; Dromana Bay LSC

Angela Malan; Inverloch SLSC  
Matthew Ponsford; Point Lonsdale SLSC

#### *LSV Life Members*

Prue Weber; Life Member

#### *CLC Council Directors/Chair*

David Schultz; Director  
Peter Williams; Director

Ian Fullagar; CLC Chair  
Bree Ambry; Council Representative

#### *Life Saving Victoria*

Darren McLeod; Director – Lifesaving  
Services

#### *Staff*

Andrew Foran; GM-LCD  
David Potter; VSO

Carly McKnight; Administration  
Coordinator

#### *Apologies*

Tom Cullen; Anglesea SLSC  
Ben Rooks; Carrum SLSC

David Rylance; Elwood LSC  
Carol Fox; Lorne SLSC

David Mowat; Mount Martha LSC  
Russell Rees; Mentone LSC  
Jenny Boyer; Port Fairy SLSC  
Sally Porta; Rosebud McCrae LSC

Jayden Raab; VSO  
Judy Silom; Life Member  
Kim Maybery; Portland SLSC

## 2. Minutes of the Previous Meeting

### a. To confirm the minutes of the meeting held on Thursday, 12 November 2016

Moved: B. Ambry  
Seconded: M. Freake  
Carried.

## 3. Agenda Items

### a. Board Update (David Schultz)

- i. There have been two board meetings since the last Council. Currently the board is reviewing a number of different items including:
  1. The overall membership of the organisation, including those not normally counted e.g. Swim Schools.
  2. A review of Club Constitutions and how these all fit into the current models and processes including the use of member protection terminology
    - a. D. Pavia – currently going through the process of renewing our constitution, therefore a timeline on the constitution review would be helpful to understand if the club should wait or not.
    - b. A. Foran – review should be completed within a few months, however would not recommend waiting as constitutional reviews can take a significant period.
    - c. S. Rayner – would be good to have the outcomes by June to ensure we could include this in our review this year.
  3. The current date of the LSV AGM and coinciding with the first weekend of patrols.
  4. The board has also been provided with a detailed update of the Safeguarding Children program.
  5. The authorisation of the office re-model was also given and is currently occurring.
  6. Board is also currently going through the LSV bylaws to ensure consistency across all area of LSV.

### b. Government Update (Andrew Foran)

- i. ERSC bid has been received by the government seeking \$2 million per club across 4 years. There are 9 clubs listed within this bid: Black Rock LSC, Brighton LSC, Jan Juc SLSC, Kennett River SLSC, Mentone LSC, Point Lonsdale SLSC, Sandridge SLSC and Wonthaggi LSC. Within this bid, LSV is also seeking funding for a facilities maintenance program.
- ii. EMV's Emergency Services Volunteers Sustainability Grants (ESVSG)
  1. Club facilities audits [originally conducted in 2011] will be renewed this year with funding that LSV was successful for under this program.
  2. \$5 million of the funding has been released to state emergency services thus far, however many more applications have been received since this was announced. Clubs are encouraged to get applications in as soon as possible.
- iii. Lower the drowning toll bid has also been submitted again and is received good feedback so far.
- iv. Clubhouse Leases is an area which is causing continual frustration on all levels, however we are working with our Minister (Hon. James Merlino) on this issue to have it rectified between the government departments. Clubs that are having issues obtaining liquor licences etc. now have a way to obtain these. DELWP will allow Clubs to obtain a occupancy licence which will act as a temporary 'bridge gap'.



- c. CLC Resource Base and Register (David Schultz/Peter Williams)
  - i. At the last meeting, a few clubs offered to provide LSV with their resources for use by other clubs as a part of a wider project to support Club Committees. Some of the documentation has been great so far, please keep submitting if you have any documents that could be shared.
  - ii. Along with this, LSV is putting together a list of volunteers that could be contacted if a club is having a particular issue, allowing the clubs to gain assistance from those who may have had experience with certain issues.
  
- d. Historian and archiving update – request for assistance (Prue Weber)
  - i. The archives for this organisation are an ever growing resource and we are in desperate need of a new building. Clubs should be aware that keeping their history is a very important task as it will be referred back on in future years. Appointing a history officer by clubs will help ensure that nothing is lost and for those working at a state level can contact for the history of a club.
  - ii. Currently there is a book being put together including those who have obtained Royal Lifesaving Awards and the archives are asking clubs to supply details of awards between 1918 and 1935 as these details are missing. A circular will be released in the coming weeks.
  - iii. Clubs are also encouraged to include all details required in the annual reports. A list is released each year which outlines the requirements. This will also be released in the coming weeks via circular.
  
- e. New Radio Network (Andrew McKinnon)
  - i. Barwon Heads/13<sup>th</sup> Beach has a horrible issue with radios at high tide, when the beach cannot be contacted by the tower due to a lack of sight. Will this be fixed by the use of the new radio network?
    1. D. McLeod – Part of the new roll out is to ensure that there is no drop in coverage as what we have now.
    2. J. Kerr – Will it be a one for one swap over and can the old radios be kept?
    3. D. McLeod - The roll out will also include a one for one as minimum swap over for the old radios. This is based on the 2012 numbers. It will also be a staged transition on to the network.
  
- f. Kite an Sail Across the Bay Event (John Kerr)
  - i. A background was provided on the event and how it was meant to occur. Issues were raised that clubs had IRBs offshore trying to ensure participants were safe, meaning clubs didn't have an IRB on their beach for long periods of time. The clubs were not notified of the event occurring and it was also evident that there was not enough water safety provided for such a large event. What is LSV doing to ensure this doesn't occur in the future?
    1. D. McLeod – This was not an LSV event and some clubs were engaged to provided water safety.
    2. C. Goulding – Communication to clubs should have been better to ensure the clubs in the area were notified.
    3. J. Kerr – At no stage was there an issue with providing rescue services, however it would have been nice to know.
    4. A. Foran – we can look at improvements to our communication procedures to ensure clubs are informed when required.
  
- g. Working with Children's Check Policy (Andrew McKinnon)



- i. Raised the issue concerning why Life Members would be exempt from holding a WWCC according to the LSV Policy.
  - 1. A. Foran – The policy still applies to those members who come under the definition of the Department of Justice. The exemption as it stands for particular membership classifications was from feedback received from clubs. If clubs want to go above our policy, that is a matter for the club but LSV would be supportive. Clubs should be aware that they need to provide a safe environment for the Children within their club.
  - 2. A. McKinnon – Clubs also don't receive a letter stating that someone has taken a club off their list of registered organisations. This may become an issue if a person registers the club one day, but then removes it the next.
  - 3. A. Foran – If a negative notice is received by LSV there are procedures in place to notify each club that member is a part of and LSV will also flag this on their SurfGuard record. LSV is also currently talking to DoJ at the moment regarding a few improvements to the system. This will hopefully result in some good outcomes for the clubs allowing checks to be done etc.
  - 4. I. Fullagar – Working with other state entities as well to talk about sharing this information so people can travel between the states.
  
- h. Lifeguard Services Agreement between LSV & Host Clubs (David Pavia)
  - i. D. Pavia gave a brief overview of how the lifeguard arrangements between the Club, Council and LSV work. The equipment is normally supplied by the host club and in return the club received a \$2500-\$3000 reimbursement for the use of this gear, however in the majority of cases this barely covers the wear and tear of the equipment. We would like to lobby LSV for a plain English agreement stating what LSV will provide, what the club is required to provide and what to do if there are issues or problems with providing this or issues with the use of the equipment and facilities.
    - 1. A. Foran – We are currently looking at plans for the coming season so your feedback will be taken on board. We would apologise for any issues caused in the last season.
    - 2. S. Morgan – In contrast Point Leo had a great season with the lifeguards.
    - 3. R. O'Brien – Waratah Beach had a good year as well, however have had issues in the past.
    - 4. A. McKinnon – have had issues as well, however we enacted a policy that all Lifeguards needed to be inducted into the Club to ensure that they knew the expectations.
  
- i. Use of technology to assist clubs (Robert O'Brien)
  - i. R. O'Brien presented on the use of technology by his club and outlined some of the key systems and processes that they use to reduce the administration burden on volunteers.
    - 1. D. Pavia – to reduce the need for any of this, it would be good if Westpac would update the [payment gateway] system to match the output of so many others and allow it to have much better functionality.
    - 2. D. Schultz – many clubs are looking to alternative banks as they might offer better service or be closer to their location.
    - 3. J. Kerr – LSV should be using our relationship with Westpac to get a better deal for clubs.
    - 4. I. Fullagar – the current sponsorship agreement is about to be renegotiated, so if there are thoughts on the deal, please submit them to LSV for consideration.
  
- j. Patrol Hours (Yvette Costello)
  - i. Patrols hours seem to be inconsistent with the needs of the beach e.g. at the start of season, staying till 5:30pm when it is freezing cold and in February leaving the beach at 5:00pm when it is extremely hot.
    - 1. D. McLeod – have had some feedback from club around this topic and those issues specifically. However the attendance statistics don't seem to show this. This topic



will be discussed at this month's LSOC Executive as a specific item for consideration given feedback and data.

2. J. Lambert – in contrast if our patrollers are at St Kilda after 6pm, there are other dangers present that we are not willing to accept.
3. I. Fullagar – if any clubs have feedback regarding the patrol protocols and requirements, please feed this through to D. McLeod as soon as possible for consideration.

#### 4. Open Forum

- a. C. Goulding – In relation to the renewed Shark Standard Operating Procedure (SOP), with SLSA being the governing body why did a new version have to be created when they have one in existence? This much have cost resources and money that we could have spent on other items.
  - i. A. Foran – Each state has their own SOPs due to the fact that we operate in different environments with different stakeholders including emergency services. LSV specifically needs to ensure that we are consistent with EMV and other lead agencies.
  - ii. D. McLeod – in terms of the sharks policy specifically, unfortunately we were faced with a situation that we had never encountered before and the State Government was requesting action. Therefore we worked in partnership with them to enact a series of actions and provide assistance.
- b. S. Rayner – Congratulated Lorne on a successful carnival, however as conditions changed throughout the day some of the tents were picked up by the wind and thrown in groups of people. LSV should review the need for all clubs to have these properly tied down.
- c. L. Thomas – asked LSV to review the need to have 10 Carnivals over the period of 12 weekends and not spreading them out a little more, easing the burden on the volunteers.
- d. L. Thomas – Raised concerns surrounding the training of members, specifically in IRB awards, with actually meeting the requirements set out in the assessment criteria. Some Clubs/Assessors may not be meeting all criteria [surf components] but passing the candidates anyway.
  - i. A. Foran – If anyone has issues like this please raised them on a case by case basis with LSV as compliance is a very serious issue for the organisation.
- e. J. Kerr – Are ATVs required to be registered?
  - i. D. McLeod – yes that are required to be registered. Discussions between JLT, LSV and VicRoads have just concluded and more information about how to do this will be released in the coming weeks.

#### 5. Next Meeting

The next meeting of the Council of Lifesaving Clubs will be held on Saturday, 13 May 2017 at 10am.

**Meeting Closed**

