

Minutes

Council of Lifesaving Clubs

VENUE: LSV
Ian Potter Room

DATE: Saturday, 12 November 2016
9:00am – 10:45am

1. Preliminaries - Present

Delegates

Steven Schofield; Altona LSC
Tom Cullen; Anglesea SLSC
Simon Tucker; Black Rock SLSC
Andrew McKinnon; Barwon Heads/13th
Beach SLSC
Lloyd Thomas; Bonbeach LSC
John Kerr; Chelsea Longbeach SLSC
Dianne Montalto; Edithvale LSC
Darren West; Fairhaven SLSC
Yvette Costello; Hampton LSC
Angela Malan; Inverloch SLSC

Aaron Green; Jan Juc SLSC
Carol Fox; Lorne SLSC
Grant Rattenbury; Mordialloc LSC
Malcolm Freake OAM; Sandridge LSC
Bree Ambry; Sandringham LSC
Jeanette Lambert; St Kilda LSC
Bill Johnson; Torquay SLSC
Craig Watson; Venus Bay SLSC
Robert O'Brien; Waratah Beach SLSC
Mark Scott; Wonthaggi LSC
Debra Hocking; Wye River SLSC

Proxy Delegates

Alison Porter; South Melbourne LSC

Club Presidents/Other

David Pavia; Ocean Grove SLSC
Simon Merigan; Point Leo
Stephen Brookes; Port Melbourne LSC

Robert Mellor; Portsea SLSC
Jane Wright; Sorrento SLSC

Remote

David Mowat; Mount Martha LSC

Matthew Ponsford; Point Lonsdale SLSC

LSV Life Members

Judy Silom; Life Member

Prue Weber; Life Member

CLC Council Directors/Chair

David Schultz; Director

Ian Fullagar; CLC Chair

Life Saving Victoria

Tom Mollenkopf; LSV President

Angela Malan; Director – M&LD

Staff

Nigel Taylor; CEO
Andrew Foran; GM-LCD
Emma Atkins; GM – Business Support
Kate McLauchlan; Manager, M&LD
David Potter; VSO
Carly McKnight; Administration Coordinator

Apologies

Ben Rooks; Carrum SLSC
 Dean Manns; Cape Paterson SLSC
 Sandra vander Pal; Dromana Bay LSC
 David Rylance; Elwood LSC
 Greg Goulet; Gunnamatta SLSC
 Russell Rees; Mentone LSC

Darren McLeod; Seaford LSC
 Peter Williams; Director – CLC
 Simon Berry; Mallacoota SLSC
 Katrina Antony; Portland SLSC
 Kym Maybery; Portland SLSC
 Micheal Owen; Warrnambool SLSC

2. Minutes of the Previous Meeting

a. To confirm the minutes of the meeting held on Thursday, 13 August 2016

Moved: C. Fox

Seconded: D. Montalto

Carried.

3. Agenda Items

a. LSV Annual General Meeting (Ian Fullagar)

- i. Explanatory notes have been circulated in relation to the updated LSV constitution. Generally it is tidy up work that has occurred. Subject to the council's approval, we move that the Council Representatives will vote in favour of the new constitution with one amendment - return of the proxy voting details to the constitution as this is not current in the by-laws.
- ii. Council was also informed the Representatives also need to reconfirm T. Mollenkopf as President.

Council directed representatives to vote in favour of the constitution subject to one amendment (above) and in favour of T. Mollenkopf for President.

b. Board Update (David Schultz)

- i. Many great programs are being conducted by LSV around the country and the world. Specifically Building Leaders Scholarship has been growing year on year and helping developing countries move forward as well as our young members. Club Presidents should be looking for members to apply for such programs.
 1. M. Scott – There should be pathway to ensure we don't lose these members from potentially taking on executive or committee positions.
 2. A. Malan – Directors have a plan in place moving forward for this.
 3. K. McLauchlan - developing an alumni group from all development programs to bridge this gap and engage with these members long term
- ii. Survival Swimming is moving forward with some great results being seen in the underprivileged areas of the state.
- iii. The next facilities development bid is being put together currently. 9 Clubs will likely be included in the next bid, with letters having already been sent asking the clubs to be involved and how they intend to proceed.
- iv. Safeguarding Children will be discussed during an agenda item further along.
- v. LSV Risk Register has progressed to a board level now. This specifically looks at items that will affect us as an organisation. A template for clubs will be looked for your resources.
- vi. Board Appointed committees (e.g. Honours & Awards, Facilities Development) are currently being reviewed.

- c. Safeguard Children (Kate McLauchlan)
- i. K. McLauchlan gave an overview presentation of Safeguarding Children Standards and the progress for LSV as well as Clubs (See attached presentation 'Safeguarding Children Presentation'). The standards are a result of the Royal Commission into Institutional Responses to Child Sexual Abuse (continuing into 2017) and the Victorian Government's inquiry into the handling of child abuse allegations within religious and other non-government organisations and the inquiry's Betrayal of Trust final report. Each of the 7 standards was explained from a clubs point of view. LSV's mission statement regarding safeguarding children is *"Safeguarding Children and young people is everyone's business"*
 - ii. This highlighted the need for organisations around the state to improve their processes and culture. Further information will be circulated as it becomes available and LSV is aiming to make this process as easy and comfortable for clubs as possible, by releasing packs to clubs in early December. Clubs need to begin considering standing agenda items for their committee/board meeting in relation to Safeguard Children and Young people.
 - iii. It is important to note that there are a lot of actions with this, however we acknowledge that change will not occur overnight and will take time. We do need to show clear steps on a pathway to implementing these in full.
 1. L. Thomas – issue was raised with the changeover in roles how do we expect this training to be passed over from person to person.
 2. A. Foran – LSV will likely keep training as a regular item for action for these positions. Clubs should be aware though that some responsibility rests with them in relation to passing information through handovers between positions.
 3. D. Hocking – How does a club's bunkhouse fit in with these standard?
 4. I. Fullagar – Victoria, due to the legislative nature of our requirements, are ahead of the rest of the country in our compliance. The new Member Protection Policy will clearly look at arrangements like this.
 5. M. Scott – How should we engage with outside organisations and ensure that they have the appropriate checks? Can we also received instruction on how to run the WWCC reports from surf guard?
 6. L. Thomas – We constantly have people who we don't know applying for memberships, how does this screening process work for those people?
 7. D. Montalto – CALD and multicultural group should be referenced in the material as well.
 8. D. Pavia – Given the Royal Commission is yet to finish, is it likely these standards and recommendation would likely change?
 9. E. Atkins – All good points which will take on board and review. We don't want to get to the point of having to submit resumes when you join as a member, however WWCC are a good initial step.
 10. K. McLauchlan – We are also trying not to increase the administration burden on clubs. We also can't see the standards/requirements changing much further.
- d. Sharing of Clubs Documentation on 'how to manuals' for new presidents (David Schultz):
- i. A small working group will be put together to compile information that would be useful for new incoming presidents. Currently looking for volunteers to be involved, please contact David Schultz for further information. A number of members expressed interest.
- e. Club Leases update (Andrew Foran)
- i. Paper was circulated (see attached 'Update – Club Leases')
 - ii. Over the past few years, DELWP have begun using full commercial leases for Life Saving Clubs, however these are not appropriate for clubs. LSV have been continuously

working with DELWP, who have now engaged a project officer to move forward on this. In the meantime, DELWP have agreed to approve 17B licences to allow clubs to move forward with operations, grant applications etc. Unfortunately this is not an easy process for all clubs and can be quite time consuming and so hope to get a lease that is as painless as possible.

- iii. LSV will also be doing an internal audit of the leases clubs hold, as DELWP is unable to provide us with a current list.
 - 1. J. Wright – Sorrento is trying to get a liquor licence, however this would require a commercial licence. Is this covered under the new lease?
 - 2. A. Foran – Will talk offline about your specific requirements.

- f. Sporting Schools Update (Andrew Foran)
 - i. Paper circulated (see attached 'Surf Life Saving Sporting Schools Program')
 - ii. Our Lifesaving Club Development and Education Departments have organised a session on the 22nd of November to go over the process and specific application. Please register your interest.

- g. Water Safety Table (Alison Porter)
 - i. A presentation surrounding the water safety table was provided which outlined the process surrounding its creation and why it could be useful. The table has been created over the last 18 months bringing together all different procedures, regulations and laws with the aim of making it easier for all members to understand their requirements. A. Porter noted: this is nothing new; it is just the combination of different documents to highlight what is required.
 - 1. In the lack of time, questions were asked to be referred to their LSOC Delegates for discussion within that council.

- h. Insurance Declarations (Andrew Foran)
 - i. Noted that 24 clubs were still yet to return their declarations to JLT.
 - ii. Contact details may require update with JLT, LSV will contact JLT to fix.

4. **Next Meeting**

The next meeting of the Council of Lifesaving Clubs will be confirmed in early 2017.

Meeting Closed

