

Club Chairs Committee (CCC)

23rd May 10:30am
Cosmopolitan Club, Mt Maunganui

Attendees:

Club Representatives

Geoff Hogan (Whangamata), Ralph Taylor (Midway), Murray Robertson (Wainui), Steve O'Connor (Whakatane), Dan Harris (Waihi), David Boerson (Pauanui), Jeff Pinhey (Onemana), Sean Ridler (Tairua), John Gibson (Maketu), Donal Boyle (Omanu), Shane Smith (Papamoa).

SLSNZ

Graeme Cullen (SLSNZ Board), Grant Florence, Paul Veric, John O'Connell, Nathan Hight, Mark Weatherall, Sarah Lucas, Kurt Wilson, Mike Lord, Lachlan Knighton, Jeremy Lockwood.

Other

Stephen Neal (Consultant)

Absent/Apologies:

Waikanae, Pukehina, Opotiki, Hot Water Beach, Whiritoa

1. Welcome

Martin Wouters (Interim Chair) welcomed the attendees to the meeting and set the scene.

Gave an outline for why we have the Club Chairs Committee, the goals for the day and the Agenda for the day.

Key objective of the CCC:

- Provide the Board and the Clubs in its Region with advice on strategy including providing input into the national strategy for SLSNZ

Martin Wouters asked for a few clubs to share success stories. Midway, Pauanui, Papamoa reflected on some successful outcomes from the season.

2. Re-Cap of how we got here

Grant Florence presented an overview of the vision for SLS, and re-stated the goals for the implementation of Project Groundswell and discussed the key priorities over the next 12 months which were:

Implementation Goals:

- Complete the change in a seamless manner
- Transparent change management
- Recognise people and our history
- Fair treatment of staff
- Achieve changes in the agreed timeline
- Don't lose anyone along the way

Development of the structures:

- CCC
- LAC and SACs
- Regional staff establishment

Development of our behaviours:

- What we do
- How we operate
- How we interact and relate to each another
- How we operate as one team

There was an update given of the status of implementation throughout the country. In summary 6 out of 9 Districts had voluntarily liquidated. Gisborne have had one SGM and are due to have the 2nd on the 17th June. Otago hope to call their SGMs by the end of May.

SLSNZ were granted an extension to the timelines due to the well documented Amenities Funding Act. SLSNZ is working well with SLSNR and we hope to make further progress in the next few months.

It was acknowledged this is a unique committee in that for the first time the grass roots will be regularly connected to the Board/CEO which is powerful communication/consultative tool.

Wainui preferred to be classed as a 'Colleague' not a 'Customer' in that Wainui thought we want to be able to offer help and service back to SLSNZ its shouldn't be one way and Clubs shouldn't be looking at it as only what will we get. We are looking to validate the special opportunity to work together and make this work. Wainui also questioned the reason why SLSNR were not provided with the same 'hammer' as SLSO and SLSG. i.e. It didn't seem fair.

Grant Florence responded accepting and noting the points raised and said that SLSNZ had a process as agreed by the membership, the Graeme Cullen letter simply reinforced that agreement that SLSNZ had with the SLS members and the Board had to follow the SLSNZ constitution. The only valid exemption to the timelines was SLSNR as they applied and were granted an exemption in October 2009. This was also explained and elaborated on by Graeme Cullen.

3. Board Appointments Panel (BAP)

Geoff Hogan provided the committee with a report on the BAP as the appointed member on the panel. The panel of 6 members assist the members in the election of SLSNZ Board Members.

Geoff asked Graeme Cullen to list and briefly explain who the current SLSNZ Board members were. Graeme gave a brief summary of Tony Roddan, Heather Kohn, Brian Velvin, David Lean and Tom Hart.

Geoff stressed the importance of the role of the Clubs in appointing the Board members. Clubs were required to put people forward to sit on the Board.

The key roles of BAP are to:

- Review the make up of the board
- Review the skills of the board (now and in the future)
- Identify and invite suitable applicants to apply
- Receive and assess applications received
- Undertaking enquiries and interviews as required

The members of BAP are Noot Barrett, Tim Jago, Craig Todd, Geoff Hogan, Tony Hasted, Graeme Cullen

BAP look forward to receiving applications from the Clubs. There will be clear communication to Clubs on the process going forward.

Wainui said it's up to the Clubs to head hunt and suggest people and asked the Panel provide clear communication to the Clubs so that this can be done proactively. The BAP need to make sure the process is followed properly.

Waihi asked for clarification on how the chairperson is elected. The SLSNZ Board elect their own Chairperson once the Board members have been elected. This is a change but in line with best practise.

4. Initial questions

Martin Wouters split the group into 3 groups and they brainstormed the following key questions:

1. Venue – where and when are we going to meet. Not wanting to have unnecessary meetings. Utilise other means but having set times to meet.
2. Clubs look forward to an individual needs assessment of the Clubs and how this will fit in
3. Is there a place for a regionalised lifeguard plan?
4. Wanted big picture clarification of BAP (why have the SLSNZ Board members on it). How is the independent person selected? Looking at gaps and competencies going forward that we need to pick up on. Are we looking at commercial backgrounds (we need to have those detailed skill sets) not just 'clubbie' backgrounds?
5. How do the chairs panel influence the strategic planning process?
6. Region versus National meetings (how will that process work?)
7. What will SLS do to develop members to be chairs and work through the organisation?
8. More information on what is actually happening? Information is important and avoids assumptions. More responsibility on chairs so we need to know what's happening. Some great things happening – we need to know what's going on?
9. How are we capturing opportunities and building the brand?
10. What will change on the beach?

A general comment on the increased connection from the grass roots to SLSNZ was a very positive outcome of the new structure.

These questions were answered throughout the day. Summarised answers are found at the end of these minutes (point 6).

5. Roles and Responsibilities

The Senior Management Team of SLSNZ gave a brief outline of their roles and the roles of their direct reports.

Nathan Hight – Programmes and Services – General Manager

Establishing the National Programmes and Services and ensuring they are delivered to members, Clubs and the Public.

What are the feedback mechanisms for Clubbies?

The LACs and SACs are the key feedback mechanisms for Clubbies along with the 1-1 meetings between staff and Clubbies.

Mark Weatherall – Club Development Officer – General Manager

Team of Club Development Officers.

CDOs are the key deliverer/facilitator of Lifesaving and Sport and now uniquely SLS providing direct Club Support for Clubs. ClubPulse is the key mechanism and basis for Club Support. It will be very helpful and exciting for Clubs in helping them to achieve their goals. Behind ClubPulse is a comprehensive support network of templates and tools.

CDOs are the first point of Call. If you have a request or query the CDO is your contact point. If the CDO doesn't know the answer to your query, they will find it out for you.

It is important that CDOs are providing a good service. If you have a problem with your CDO please see Mark and if there is an issue with Mark see Grant Florence.

John O'Connell – Business Manager – General Manager

Three regional business managers. Central, Eastern and Southern.

We now have the ability to role out delivery of the national strategies and establish consistencies between Regions which is a new and refreshing approach for SLS. Working as 1 instead of 9 competing entities has provided many new and unique opportunities.

The Senior Managers supplied a small handout to the Chairs summarising their roles.

6. Review of Questions

Martin reviewed the key questions with the group. There was general discussion and clarification on the key points.

1. Venue – where and when are we going to meet. Not wanting to have unnecessary meetings. Utilise other means but having set times to meet.

We will publish a work programme and next meeting dates

2. Clubs look forward to an individual needs assessment of the Clubs and how this will fit in

ClubPulse is the mechanism for this to happen

3. Is there a place for a regionalised lifeguard plan?

Yes in the future but essentially one plan will be developed with local areas and regions feeding into it.

4. Wanted big picture clarification of BAP (why have the SLSNZ Board members on it). How is the independent person selected? Looking at gaps and competencies going forward that we need to pick up on. Are we looking at commercial backgrounds (we need to have those detailed skill sets) not just 'clubbie' backgrounds?

The board elect the independent person and have selected a governance professional. The BAP will be completed a gap analysis exercise.

5. How do the chairs panel influence the strategic planning process?

Directly. CCC will be consulted. Planning for the new strategic plan will begin in January 2011.

6. Region versus National meetings (how will that process work?)

Local LAC and SACs are instrumental and the Programmes and Services Manager will ensure the local ideas are captured regionally. The GMs will make sure the regional planning feeds into the national plan. The CCC meetings is another great way to ensure the connection between the Clubs and SLSNZ remain strong and open. The good thing about the structure is that it can and should evolve over time.

7. What will SLS do to develop members to be chairs and work through the organisation?

The SLSNZ Board have impressed the importance of leadership development on the CE. The CE will be committing to leadership development going forward.

8. More information on what is actually happening? Information is important and avoids assumptions. More responsibility on chairs so we need to know what's happening. Some great things happening – we need to know what's going on?

Point noted.

9. How are we capturing opportunities and building the brand?

Point noted and a possible further agenda item for this committee.

10. What will change on the beach?

For the average Clubbie nothing. Other than simplification, more alignment and consistency. The biggest impact is on back office functions and Club Leaders.

7. The Participants completed a collaboration activity and debriefed the outcome

There were key points around Trust and Personalising the organisation. i.e. Interaction at an interpersonal level is fundamental to ongoing success of SLS.

8. Appointment of Chair

Grant Florence took the floor and ran the process to elect the Chairman.

Martin Wouters was appointed as the Chair of the CCC.

9. Management Planning / Strategic Planning

Grant Florence provided an update of the Strategic Plan and the planning process going forward.

The next major review is due to be completed by June next year (2011). SLSNZ will be consulting with the CCC during the process.

Management Planning – The current Strategic Plan provides sufficient direction in order for SLSNZ to complete management planning. The first draft plan has been completed and will be shared with the CCC.

The key priorities are:

- Complete implementation of the structure
- Deliver value adds to Clubs
- Deliver improved lifeguarding and sports
- Implement sustainable income streams
- Have a successful Centenary

Some assistance required from the Club Chairs as we have had a historical record of paying for services differently District by District. It doesn't make sense to continue to replicate this random process. There also has been an environment of saying we cannot perform activities without the funding. We want to be able to fund the priorities regardless of specific income streams. But we need to know the priorities from you as SLSNZ cannot fund everything.

Chairs noted that patrol uniforms are the key front line shop front that should be funded along with the necessities for lifesaving provision as its priorities. Ensuring we are recognising the volunteers (training them appropriately) who are assisting us in delivering the programmes. The little rewards to ensure members feel special is important.

It should not be forgotten sport is important for many clubs and without sport we wouldn't have lifeguards.

Club Chairs continue to provide input into the planning and prioritising going forward.

10. Where to from here?

Discussion on the next steps from here with regard CCC. Also a positive discussion around local versus Regional planning and it was important that the Programmes and Services person will be critical in overseeing regional planning.

11. Thank you and closing

Martin Wouters and Grant Florence thanked the participants for their time and effort over the day

The meeting closed at 3:10pm

CCC Actions:

Action	P i/c	Date	Status
Timelines need to be circulated regarding BAP process	Geoff Hogan	30/07/10	
Report back to your Club committee meeting on the outcome of the CCC meeting	Club Chairs	30/07/10	
Minutes circulated to Chairs	Martin Wouters	14/07/10	
Engage non-attending Clubs with a phone call	Martin Wouters	14/07/10	
Work out the meeting cycles and next meeting date which will be communicated to CC. Tentatively early October and post season. Agenda/papers developed circulated prior to meeting	Martin Wouters / Grant Florence	30/07/10	

SLSNZ Actions:

Action	P i/c	Date	Status
ClubPulse to be completed to capture Club needs. All Clubs completed ClubPulse by the next meeting	Mark Weatherall	Next meeting	
Strategic Planning process understood and communicated to CC	Grant Florence	Next meeting	
Keep communicating to the Clubs	SLSNZ	Ongoing	
SLSNZ to investigate the regular meeting of the Chairs of the Chairs Committee to maintain continuity and consistency	Grant Florence	Next meeting	
Management Plan circulated to CC	Grant Florence	1 st July	