

Central Region Chairs Meeting – 13 November 2011

Meeting Minutes

10.30 am – SquashGym, Palmerston North

Present: Neale Ames – Otaki (Committee Chair), Mike Tate – Levin-Waitarere, Freddy Gunther – Foxton, Con Frasier – Palmerston North, Mike O'Malley – Pacific, Paul Beavis – New Plymouth Old Boys, Dave Wells – Maranui, Terry Partington – Waitara, Grant Rae – Worsler Bay, Dale Wills – Paekakariki, Marilyn Moffatt – Lyall Bay

Paul Read – SLSNZ, Pat Waite – SLSNZ, Michael Bassett-Foss – SLSNZ Chairman.

Apologies:

Nicki Nicol – SLSNZ Director, Todd Velvin – Fitzroy, Noel Huston – Waimarama, Dave Rose - Riversdale

1. Welcome

The chairs met for an hour prior to inviting SLSNZ to the meeting. Neale welcomed the group and thanked SLSNZ for attending the meeting.

Neale invited Michael Bassett-Foss (SLSNZ Chair) to speak to the group.

Michael greeted the chairs group and spoke about the new board that has been formed from the last AGM. The board had their first face to face meeting in Wellington the day prior following a teleconference meeting in late October. There are a number of new faces and a lot of energy in this new board. Michael acknowledged Pat and the team for the work done in the past few months to get a lot of operational policies ready for board approval. The meeting assigned a board member to each Club chairs meeting and Board sub-committees were developed to focus in specific project areas. (i.e. Finance, Honours and awards, CEO recruitment...). Michael said some of these sub-committees would be project based, while others would be longer-term.

Michael advised that Nikki Nicol would be the board representative for the central club chairs.

Michael discussed the government grant money to be used in the leadership programme. He spoke about meeting funders, some of which had not been seen in some time.

He spoke about the NZ board meeting with the Northern board in early December and the need to keep the transition plans on track.

The CEO recruitment process was underway with an agency, Career Dynamics, selected to lead the process.

Regional awards were discussed with comments from the floor about revamping the points system to fit with regional awards as a stepping stone to the national awards. Michael discussed getting more diversity.

Marilyn discussed those who make significant contributions to clubs but because they are not active in lifeguarding or sport, find it too difficult to accumulate enough points for recognition of their service.

Neale discussed changing the format from district awards to regional awards citing the fact that it is much more difficult for a Northern Club to win awards, versus say Western Districts. His view was that a regional awards programme would be fairer nationally.

2. Management Report

Neale invited Pat and Paul to present the management report from SLSNZ as per the agenda

Financial Update

Pat presented the national accounts for the quarter and Paul discussed the central regional accounts for the quarter. Some discussion took place around items (e.g. council funding) that appeared to be omitted in the financials, but this was due to these items not due to appear in the quarterly income or expenses. This was a timing issue.

Marilyn questioned access to income going to SLSNZ instead of clubs as it has in the past. Pat answered that the particular trust has changed their preference from individual club applications to a regional one. Marilyn also questioned why that if the funds were still coming in, they why was it not completely subsidising their programmes as it did when the grant was going directly to the club. Paul explained the limited funds were distributed among more clubs, which disadvantaged some clubs but helped others in the region, and that full subsidies had been paid from general funds in the past, and was not an option in the current financial year. However it was agreed that it disadvantaged clubs like Lyall Bay, and would be a focus moving forward to ensure all clubs receive maximum benefits and subsidies for training and equipment. Some work still needs to be done in this area.

Staff KPI's

The regional staff KPI's were presented. No discussion

Club Pulse Action Plan

The Club Pulse Action Plan was presented and supported by club chairs. Some discussion and questions around how it works in with the Club Pulse programme, but people felt it was a good initiative.

Local Committees

An update that local committees were working well.

Coastal Public Safety

Report received in documentation. No discussion

Event Safety

Report received in documentation. No discussion

Action:

- Club constitutions to be emailed out to all club Chairs
- Club of the Year documentation to be emailed out to all club Chairs (information pack)

(Lunch Break)

Management Report Continued

Paul updated the club chairs on sponsorship activities from each of the major sponsors, BP, State and DHL and the work they were doing to support clubs this year.

Pat updated club chairs on the insurance and that State were keen to help with clubs around valuations

Pat discussed the new travel policy which sets a 0.35cent per km standard for reimbursement. This replaces numerous other travel reimbursement policies that existed.

Pat provided an update on the constitution

Club agreements were discussed with a suggestion from Neale that Club Chairs meetings need to be included in club agreements.

- **Action:** This would be passed back to Matt Warren.
- **Action:** Jo Bailey to send update to Paekakariki about the progress of their club website

Michael discussed independent board members being introduced into the national board

3. General Business

Recruitment Resources

The chairs asked for SLSNZ to provide a template or toolbox for recruiting new members into their club.

- **Action:** Matt Warren was exploring the idea and would come back with details once a toolbox had been created

Bulk Supply Networks

The chairs discussed whether SLSNZ was seeking to form supply partnerships (e.g. telecommunications) that could benefit all clubs. SLSNZ said various partnerships were being explored but these would take time to build. SLSNZ agreed the organisation needs to seek quality relationships with partners that could benefit the whole organisation through bulk procurement. SLSNZ to keep updating chairs on new initiatives that could benefit clubs.

Fuel Cabinets

Neale discussed having national guidelines for equipment and used the work they did with Fuel storage cabinets as an example. This would save other clubs going through time-consuming and expensive processes to get something that another club may have already done to work on.

- **Follow-up.** Andy Kent has this information and is preparing a national equipment guidebook with preferred suppliers and secondary options. This will be circulated to all clubs once ready.

Teleconferencing

Marilyn discussed a new teleconferencing facility she recommends. Chairs agreed to trial it at a future meeting to encourage more participation from regional club chairs.

Official/Competitor Ratio

The chairs had a broad discussion around establishing a ratio for clubs to supply officials based on the number of competitors. They also discussed having a “basic level” official who could go through minimal training to encourage more people.

Suggestions included SLSNZ and/or the region setting a ratio for competitor/officials from clubs.

- **Action:** SLSNZ to consider alternatives and ways to resolve the issue

Website

Chairs discussed that the SLSNZ website was not necessarily easy to find things and questioned whether it could be made simpler.

- **Action:** SLSNZ to explore issue further and provide guidance or navigation tips if needed

Club Employee's

Neale asked about whether SLSNZ could provide a service to assist clubs who hire staff (e.g. club coach) with payroll and tax – and it been run through SLSNZ instead of under the table

common in clubs. SLSNZ said this could be arranged on a case by case basis with clubs if they needed assistance.

Saxon Bird Enquiry

Neale noted a video regarding the Saxon Bird enquiry that would be of benefit to all clubs and key club members to watch.

Some discussion with clubs chairs and SLSNZ about the vests and why the decision was made to introduce them (as background information). Michael discussed the view of the board. Paul commented on some of the Health and Safety obligations we have to members.

- **Action:** Neale to send link to other club chairs

Event Safety and Decision Making

Club Chairs briefly discussed event safety for competitors and who makes the decision around whether an event could be arbitrarily cancelled by a PC or conversely continued in high-risk conditions by the event controller.

- **Action:** SLSNZ to report back on the process

50 year badge

Dale asked where his 50 year badge was.

- **Action:** SLSNZ to send out.

Next meeting

April 2012. Day, venue and time TBC

Meeting closed at 2.40pm