

## **Final**

# **Surf Official Leadership Group Meeting Minutes**

Phone Meeting

Thursday 2<sup>nd</sup> June 2016, 8.00pm to 11.00pm

<b>Attendees:</b>	Alistair Thorpe (AT)	Appointed
	Ross Merrett (RM)	Appointed
	Debbie Hutchings (DH)	Appointed
	Dave Shanks (DS)	NSC Representative
	Mike Lord (ML)	Sport Manager
	Johnny Clough (JC)	Appointed
<b>Apologies:</b>	Wayne Franich (WF)	Appointed
	Craig Gledhill (CG)	Appointed

### **Agenda:**

Ref	Topic
<b>1</b>	Competition Manual Review
<b>2</b>	Officials Appointments
<b>3</b>	Agenda Items From the NSC
<b>4</b>	Season Debrief
<b>5</b>	Surf Officials Uniform Update
<b>6</b>	Level 3 officials course
<b>7</b>	SOLG composition
<b>8</b>	General Business

**Meeting Notes:**

Ref	Topic
1	<p><b><u>Competition Manual Review</u></b></p> <ul style="list-style-type: none"> <li>Appoint a Competition Manual Review Sub-Committee</li> </ul> <p>The SOLG discussed the review and the following points were raised:</p> <p>Competition Manual:</p> <ul style="list-style-type: none"> <li>There has been some feedback asked for already and need to follow up were this feedback is now and reviewing the scope of this feedback to include in the review process.</li> <li>Process for reviewing the material is as follows: <ul style="list-style-type: none"> <li>Review current submissions</li> <li>seek new submissions</li> <li>provide recommendations to SOLG for endorsement then too NSC for endorsement as per policy.</li> </ul> </li> <li>The SOLG will appoint a Review sub-committee once we know the scope of the work fully and the current submissions. This requires a calendar for the review so we know deadlines to work too.</li> <li>Develop initial information to go out to the membership on the manual review. (Review Policy attached as reference)</li> <li>To be completed by the Review Sub-Committee once appointed.</li> <li>Thoughts on ILSF alignment. <ul style="list-style-type: none"> <li>To be completed by the Review Sub-Committee once appointed</li> </ul> </li> </ul> <p>Pool Champs Manual:</p> <ul style="list-style-type: none"> <li>Pool champs review underway with Wayne, Dave, Brian, Johnny. Key change is alignment with ILSF rules and alignment of the wording with ILSF for specific NZ events in the pool. It was noted that the 25m pool rule book will be updated post pool events.</li> </ul>
2	<p><b><u>Officials Appointments</u></b></p> <p>The SOLG discussed the appointment of an appointments panel for selecting the Key official's positions for events. (last appointments panel was Brian Velvin, Alistair Thorpe, Mike Lord)</p> <ul style="list-style-type: none"> <li>Key positions to be appointed are Event Referee, Event Safety Officers, (Arena Safety Observers, Arena Referees appointments in conjunction with the ER or ESO)</li> <li>Key events are: Nationals/Masters, Oceans, NZ IRB Champs, NI IRB Champs, NZ Pool Champs, NZ Representative Event (Boats/Crafts), NZ Surf Boat Series</li> <li>The SOLG agreed on the appointment of Brian Velvin, Alistair Thorpe and Mike Lord.</li> </ul> <p><b><u>Job descriptions and Subsidies Clarification</u></b></p> <p>There was a general discussion on clarity of what SLSNZ subsidises or pays for at events. The SOLG felt there needs to be clarity of the JD's for Event Management Committees and recognition for doing those positions.</p> <p>Mike to clarify the expectation from SLSNZ on the leadership positions (Event Referee, Event Safety Officer, Event Manager, Arena Referees) at events and also what's in return given so transparency is clear.</p> <p><b><u>ERC's Officials Appointments</u></b></p> <p>There was a general discussion about the ownership of ERC's and who makes decision on appointing officials. Mike clarified that the Sport Committee make the call on official appointments and process for the Eastern Region Events. There was some concern around the approach the ER are taking with the event to develop their own officials from the region and not allowing a Nationals Officials run through. It was raised that the ERC should not be the sole national official's dry run prior to Nationals and this should be promoted through all regions which would give us a better outcome with more quality officials.</p> <p>Through the discussion there was mixed views on this but generally the SOLG support the development of officials and also see the positives in each region developing a good pool of officials that can then have the ability to deliver great events at the national level. The SOLG</p>

	<p>offer any support the ER require when appointing their officials for the ERC's. Mike to inform Mark Inglis of the offer of support from the SOLG during appointments process.</p>
3	<p><b><u>Agenda Items From the NSC</u></b></p> <ul style="list-style-type: none"> <li>○ In the Blue Sky Review (reference A10) the National Sport Committee would like the SOLG to develop a programme for Succession Planning for Officials.</li> </ul> <p>The SOLG also discussed the way we can objectively review officials and the following points discussed.</p> <ul style="list-style-type: none"> <li>● Need a plan in place to objectively review the officials, performance standards, informed decisions on the. Honest with officials saying you need more time at a level before progressing. Reason for not being appointed. It was recommended that the summary of officials from the Arena Referees needs to be simple and basically cover officials that are: must have, would have, don't want</li> <li>● Ross Merrett will put some bullet points down as a starting point on this subject to get the ball rolling.</li> </ul>
4	<p><b><u>Season Debrief</u></b></p> <p>The National event surveys were not reviewed as information was out to late but the following high level key feedback was given.</p> <ul style="list-style-type: none"> <li>○ Draws – criticized doing pre draws, criticized for not doing. Do we do what Aussie do and balance out the last three heats and run as per planned even if people don't show up.</li> <li>○ Is there a need to set a time limit to finish an event each day as the current programmes are very long and there are risks on officials, staff and members when tired and fatigued. It is a workplace because we are paying people on the beach and this is why Aussie titles has short days. Especially IRB guys?</li> <li>○ A questioned was raised about moving the Canoe's to Thursday?</li> <li>○ National's event food was not appropriate and needs a specification of what is the min requirement. Recommendation was to employ Nicola Edwards to scope the job and get her to produce the standards she sets for the events she has been involved with. Communicate to officials what they will be getting so if they have any concerns they can be raised before the event or get addition food to meet their requirements.</li> <li>○ Finals to run throughout the event and not held until the last day at Nationals.</li> <li>○ Penalties on competitors for pulling out or not attending at all. Being implemented during pool champs. Except for medical reasons.</li> <li>○ Have an independent person review the Nationals as a time in motion review of the programme to see where the hold ups are so we can solve the time issues we are facing.</li> </ul> <ul style="list-style-type: none"> <li>● The above feedback to be included in the NSC overall season review.</li> <li>● SOLG to read through the feedback and provide any further key recommendations to Mike L</li> </ul>
5	<p><b><u>Surf Officials Uniform Update</u></b></p> <ul style="list-style-type: none"> <li>● Link to <u>branding guidelines</u> (pg 48-58), currently sourcing quotes and test samples in line with new lifeguard gear. 200 uniforms being ordered, supply ready by September, cost \$25,000. Can still use the old uniform also as we transition into the new uniform.</li> <li>● Key feedback from the SOLG: <ul style="list-style-type: none"> <li>○ If shorts were to be provided then - shorts need to have pockets plus a leg pocket. Shorts to have belt loops so you can add a belt which will hold up a radio. The question was raised about if we scrap the shorts or do we give people the option. It was discussed and endorsed that the shorts would not be ordered.</li> <li>○ Quality Jacket needs to be wind and rain. (water proof pockets)</li> <li>○ Vests are a high priority also and better to invest ahead of shorts.</li> <li>○ Name Tags. (Simone has a contact) don't categorise officials by adding level qualified.</li> <li>○ It was recommended that samples are to be viewed by the multiple groups. Interested parties and co-ordinated in conjunction with the lifeguard uniforms.</li> </ul> </li> </ul>
6	<p><b><u>Surf Officials Level 3 Course</u></b></p> <ul style="list-style-type: none"> <li>● Level 3 officials course, what are your thoughts on how to progress this course development (working group was Pauline Butt, Alistair Thorpe, Simone Spencer and</li> </ul>

	<p>Ross Merrett that attended the first meeting) (Dave Shanks couldn't attend)</p> <ul style="list-style-type: none"> <li>○ The SOLG explained that what was told was that meeting minutes would be completed from the first meeting and this has not been done. The expectation was that it should have been done by now and it hasn't. It was noted that this was very disappointing there has been no progress and feel it has been a waste of members volunteer time for that first meeting.</li> <li>○ There is a need to progress this development of this award and questioned who is going to do the work? Who is able and has the time to progress this project?</li> </ul> <ul style="list-style-type: none"> <li>• Mike to get the notes as a starting point and put into a format then find someone to complete the programme.</li> </ul>
7	<p><b><u>Committee Structure</u></b></p> <ul style="list-style-type: none"> <li>• Composition of the group needs to be assessed moving forward to have more balance and cover areas that may be lacking. Review the TOR and put ideas forward before advertising the position. Voice from the IRB space/ESO Safety Person.</li> <li>• Mike to include information above when advertising the positions available on the SOLG.</li> </ul>
8	<p><b><u>General Business</u></b></p> <p>It was brought forward by some of the SOLG are extremely disappointed that they have not been talked to if they were doing a review of events. The feeling was that the Board has missed the boat on this subject and there still needs to be further robust review and debrief of Nationals. Issues discussed around the board involvement and how the staff have been managed and told what they can and can't do during an event was raised and this needs to have some more thought on who is in charge during an event when Staff and Board members are present. Mike covered that the Event Management Committee are in charge of the event and make the decisions.</p> <p>The process and decisions made during the event created a shit fight and needs to be reviewed. There was an issue with a Board member telling an arena referee to shut down their arena.</p> <p>It was covered that the review organised by the board was a holistic view across the season and doesn't specifically delve into specific events reviews. It was covered that there hasn't been a detailed review of Nationals and key member's feedback needs to be captured.</p> <p>It was raised that a specific report that Maddie Boone was putting together was a directive from SLS through the NSC Chair and specific officials from Nationals had been spoken too to seek feedback. It was covered that this report was not organised by SLS and that Maddie's club also does not support. A question was raised about do we get this report and use it as part of the review. The consensus was that we don't want to endorse this add hock review by asking for it so was endorsed not to ask.</p>