



## **BOP/CORO Sport Committee Meeting**

Tuesday 18<sup>th</sup> October 2017

7:00pm – 8:30pm

SLSNZ Eastern Region Office, 2 Boeing Place, Mount Maunganui

### Invited to Attend:

BOP/Coromandel Committee members

### **Present:**

**Staff:** Mark Inglis (MI)

**Committee Members:** Ross Merrett (RM), Carl Sandford (CS), Ailsa Cowdrey (AC), Hamish Reid (HR), Russell Reardon (RR)

**Apologies:** Natalie Lloyd (NL)

### Purpose:

To review and discuss the previous meetings minutes and action points

Discuss agenda items

Any other general business...

### Agenda:

1. Welcome
2. Roll Call and Apologies
3. Previous Meeting Minutes and Action Points –
4. Rep Event Expressions of interest – Ratify Positions
5. Ratify proposed Officials for ERC's Arenas
6. Discuss a proposal to be put forward to the ER Chairs for a discussion document for a 3 year cycle of ER Event dates and Venues
7. Sign off on proposal for a "Developing Surf Official of the Year" award
8. Confirm date of BOP Senior Champs & Senior/Junior Rescue event.
9. Discussion of tabled letter on Winter Series event
10. General Business
  - a.
  - b.
11. Next Meeting

**Welcome:** MI welcomed the committee and put in apologies for Natalie Lloyd. MI then asked for feedback on the last meeting minutes. RR was happy with the minutes, HR second, MI to put on the SLSNZ website.

### **Action Points**

**MI** Completed Awards of Excellence nominations tidy up, and paperwork for Developing Official Award. MI. Has not looked into ER Pool Event Dates as yet, I am still trying to compile event dates from other codes.

MI. IRB Racing in the Coro, no progress as not much interest at IRB drivers exam at Raglan last week.

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**Surf Life Saving New Zealand – Eastern Region**

2 Boeing Place, Mount Maunganui 3116. PO Box 4667, Mt Maunganui 3149. [www.surflifesaving.org.nz](http://www.surflifesaving.org.nz)

## Meeting Notes:

### Rep Event Expressions of interest – Ratify Positions

Shane Smith and Carl Sandford have expressed interest in the Team Managers Role. It was suggested that they work together rather than as an Open/Youth position, to ensure no replication of tasks.

Matt Cairns Applied for the Youth Team Coach

Simon Wills Applied for the Open

Hamish Reid is willing to act as Convenor of Selectors.

Committee was happy to Ratify the above positions.

RR: to look for someone at MMLS to balance out the selection panel. (MI to approach Brooke Shurgold)

~~Ratify proposed Officials for ERC's Arenas~~ Selection of these officials has not been undertaken by the Officials Leadership group as yet.

### Discuss a proposal to be put forward to the ER Chairs for a discussion document for a 3 year cycle of ER Event dates and Venues

Discussion was held around the benefit of moving the ERC's event around the Region to allow the best chance of Council Funding/Corporate Sponsorship by not having the event at the same location year after year.

RR suggested MI put together a 5 year rotation of all BOP/ER/National Junior and Senior events, and send to the Committee for approval before it goes to the Chairs.

MI: this would be a concept that we could take to the Club Chairs, not an actual confirmation of Venues/Dates, The actual confirmation of a 5 Year rotation of Dates/ Venues would be dependant on Clubs submitting an expression of interest and a Venue Feasibility Criteria (yet to be confirmed/signed off on). It would also depend on the SLSNZ deciding on Dates/Venues for 2019 and beyond.

### Sign off on proposal for a "Developing Surf Official of the Year" award

The committee were happy for MI to develop along the lines of the Emerging Coach award.

### Confirm date of BOP Senior Champs & Senior/Junior Rescue event.

MMLS submitted that they would like the event moved earlier. Omanu, Papamoa, Waihi, Whangamata are happy for BOP Seniors to stay 25/26.

NZ Canoe Racing Champs are on the 16-19 Feb, and so too are the NZ Junior Swim Champs, both of these would have a significant impact on the BOP Champs. I can see why NRC's moved from that weekend!!

With your approval we will leave BOP Senior Champs & BOP Senior/Junior rescue event on the 25/26 Feb.

### Discussion of tabled letter on Winter Series event

RR tabled a letter from MMLS/Damian Munro asking questions around the decisions made to transfer the Winter Series 2 from Omanu to Pilot bay, and the philosophy behind these events.

Attached to these notes are the response from the ER sport manager. (end of Meeting Minutes)

HR: was on the committee when they formulated these events, and that they arose from the lack of formalised competition that surf athletes faced during the winter, if Surf Life Saving was their only winter sport. He did not believe that they were ever designed, or had a philosophy to cater just for experienced athletes over new or lower level athletes. Hence he believes the paragraph in the event Winter Series Flier is correct when it clearly states that the event '***caters for a wide range of age groups including Masters, Open, U19 and U16 competitors***'

All committee members were happy for a copy of the discussion document to go to the club in question. As for the question:

On a final note, can the committee please advise what they see as the main goals for running the following events this season:

- Spring series
- BOP junior carnival
- BOP senior champs
- BOP junior champs
- ERC junior champs
- ERC senior champs

The committee did not have time to discuss this matter, and it would have to be left for another meeting.

Meeting Close: 8:45pm

Next Meeting: TBC

Meeting endorsed as a true and accurate record:

\_\_\_\_\_ / \_\_\_\_/\_\_\_\_  
Chair Date

## ACTION PLAN

Meeting point	Task	Person responsible	Due date
	Finalise all Awards paperwork, and provide to Club Chairs to sign off on.	MI	
	Look into Dates for ER Pool Champs	MI	
	to follow up progress around Club organised Coro IRB racing Series.	MI	
	Approach Brooke Shurgold/Q Cribb for MMLS Selector position	RR/MI	
	MI put together a 5 year rotation of all BOP/ER/National Junior and Senior events, and send to the Committee for approval before it goes to the Chairs	MI	
	can the committee please advise what they see as the main goals for running the following events this season:	Spring series BOP junior carnival BOP senior champs BOP junior champs ERC junior champs ERC senior champs	

Yours sincerely

Mark Inglis  
Sport Manager – Eastern Region  
Surf Life Saving New Zealand

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Hi Russell,

Can you please take the following questions to your next local sport committee meeting:

Given that there was a bit of an issue with the BOP winter series #2 event, I was wondering if the committee is able to clear up a few questions that have arisen:

- 1 Can we please have clarification of if the Winter series goals have changed from the previous few seasons?
- 2 From the committee's perspective what is the aim of the winter series?
- 3 Who is in charge of the event at each beach? The club or eastern region with support of club.
- 4 What were the factors in the decision to change the location of the event?

My specific concerns are the winter series #2 are:

- The conditions. Firstly, I would like to see the matrix used to determine that the conditions were unsuitable for racing at Omanu. In my mind the conditions were suitable to be able to race 10km on a ski and 5 km on a board for a competent paddler (easterly 11 knots, 14 C). In comparison winter series #1 the surf was flatter but it was much colder with the same winds (south easterly 11 knots, 11 C) that day and the call was still made to race in the ocean.

This is the Facebook post that spindles put up to notify our athletes:

**John Spindles Bryant**

September 24 at 7:20am

Good Morning, Omanu have made a call based on current conditions and wind to transfer event to Pilot Bay. Thanks guys. Maree if you could let your officials know please.

- Looking at the conditions and the message that has been sent out it looks like there has been a change in philosophy for the event. I feel that competent paddlers would have been fine to paddle those distances in those conditions. Was the decision made based on a club having a larger number of beginner paddlers going to paddle?
- If the decision was made due to the conditions being too challenging for beginner paddlers that is fine, but this needs to be communicated clearly to the clubs.
- If the philosophy of the winter series has changed to make it an event where beginner paddlers are the yardstick in dictating what conditions that the competent athletes compete in, that is also fine but it needs to be clearly communicated to the clubs and athletes so they can make decisions on whether or not it is worth them attending. Many paddlers are in the endurance phase of training and are keen to turn up once a month to have a blow out over the winter series distances, but if the distances are shorter and the events are put into the flat to suit beginners then the competent paddlers won't show up or do their own thing.
- The distances need to be what they say they going to be otherwise it's not worth the top end paddlers turning up. The 10km and 5km were set to give the athletes a bench mark distance to race to, and also allows them to see if their times are improving, even over a variety of courses.

On a final note, can the committee please advise what they see as the main goals for running the following events this season:

- Spring series
- BOP junior carnival
- BOP senior champs
- BOP junior champs
- ERC junior champs
- ERC senior champs

Regards,

Damian

Factors to take into consideration for this discussion:



## Bay of Plenty Winter Series #1

**Date:** Saturday 20<sup>th</sup> August 2016  
**Time:** 9.00am – 12.00pm  
**Venue:** Mount Maunganui LGS (Alternative Venue - Pilot Bay)

### Event Overview

Following a successful fourth year, the 2016 Winter Series is again looking to attract competitors and athletes to compete in a series of long distance surf sport events.

Bay of Plenty Winter Series #1 will be held at Mount Maunganui Main Beach, catering for a wide range of age groups including Masters, Open, U19 and U16 competitors. The series offers Ski and Board events that will test the athlete's strength and endurance as the athletes build up for the up and coming summer season.

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Winter Series Flier clearly states that it '***caters for a wide range of age groups including Masters, Open, U19 and U16 competitors***'

The committee needs to decide if this is the philosophy/goal, or should this event be for meeting the specific training needs of ***competent paddlers only*** as indicated by Damian above. The question arises, who is to determine the level of competence, and in what conditions....

It is my perspective as Event Manger to provide an event that is enjoyable but ultimately safe, for ***all*** competitors. I do not wish to exclude an age group or a competence level, given certain conditions, if the above requirements can be met.

Safety Requirements for this event are determined by the **Daily Hazard Identification and Risk Assessment form**, and under the **Competition Safety Plan** filed with the Regional Council, these decisions must be made by the Event Manager in conjunction with and the Event Safety Officer and a lead official.

All clubs hosting the Winter series events were emailed the same information on running these events:

***Hello: Club officials,***

***I am just following up on our discussions around reconnecting with Officials from within the club space.***

***For each of the upcoming Winter and Spring Series, I will be Event Manager, however I would like each of the clubs to take responsibility for supplying Officials, Water Safety and an Event Safety officer,***

***I would like to try this as a way of getting the Clubs to buy into the idea that by the time ERC's rolls around, each club will have developed the capacity and capability to supply the full quota of Officials/Water Safety personnel needed to successfully run this event (ERC's).***

In conjunction with Chris Emmett, Carl Sandford, Simon Wills, given the conditions at Omanu beach, and the predicted increasing wind forecast, and the information that Omanu Beach would only be supplying One IRB, I filled in the **Daily Hazard Identification and Risk Assessment form** (attached below) which clearly indicated that **Significant risk existed**. It was my call as Event Manager to relocate the event to Pilot Bay where every one of the athletes registered could race.

8.10 Daily Hazard Identification and Risk Assessment Form - Part A **OMAHU BEACH SISC.**

Competition		Date	Time	Name	Signature	Impact	Risk Level	Accept?						
		WINTER 4 SAT	24/10/16	0800	MARK FACES	MARK FACES	NO	NO						
PREVAILING WEATHER CONDITIONS (CIRCLE)														
Wind Strength	Still	Light	Moderate	Strong										
Wind Direction	Northerly	Nor'Easterly	Easterly	Sou'Easterly	Southerly	Sou'Westerly	Westerly	Nor'Westerly						
Weather	Clear	Scattered Cloud	Overcast	Showers	Heavy Rain	Storm		Nil						
Wave Height	<0.5	-1	-1.5	-2	-2.5	-3	-3.5	-4						
Surf Conditions	Glassy	Slight Chop	Choppy	Rough	Very Rough									
Age Group	< 8	< 10	< 12	< 14	< 16	< 19								
Event	Sprints	Flags	Surf	Tube	Board	Ski	Open	Masters						
Arena	Sprint	Flags	Water 1	Water 2	Water 3	Boat	Rescue	Relay						
							Canoe	IRB						
								Boat						
								Taplin						
								Boat						
								Canoe						
Hazards		Risk Description			Control Measures			Risk Assessment		Alternative Control Measures		Decisions		
ENVIRONMENT														
Weather Conditions	SHALL WIND - LOSS OF CONTROL			Likelihood	4	4	4	6	6	6	6	6	6	Y/N
Wave Conditions	CHOPPY - WHITECAPS			Risk Level	4	4	4	4	4	4	4	4	4	Y/N
Rips / Current	NA			Consequences	1	1	1	1	1	1	1	1	1	Y/N
Natural Debris	NA			Acceptable Risk?	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Rubbish	NA				Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Pollution	NA				Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Stingers	NA				Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Holes	NA				Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N
Structures	NA				Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N	Y/N

NOTES  
 \* 8730 - INFORMED OMAHU WILL ONLY SUPPLY 1 IRB CROW  
 \* 8.00 CHECKED MAIN AT BEACH. NOT AN OPTION FOR 1 IRB.  
 \*

8.10 Daily Hazard Identification and Risk Assessment Form – Part B

Hazards	Risk Description	Risk Assessment				Control Measures				Risk Assessment				Alternative Control Measures				Decisions		
		Consequences	Likelihood	Risk Level	Acceptable Risk?	Consequences	Likelihood	Risk Level	Acceptable Risk?	Consequences	Likelihood	Risk Level	Acceptable Risk?	Residual Risk Level	Acceptable Risks?	Priority				
<b>PEOPLE</b>																				
Officials																				
Water Safety																				
Support Crew/s																				
Competitors																				
Supporters																				
Spectators																				
Public																				
<b>EQUIPMENT</b>																				
Arena Equipment																				
IRBs																				
Boat / Canoe																				
Skis																				
Boards																				
Vehicles – Beach																				
Vehicles – Road																				

Risk Indicators	1	2	3	4	5	6	7	8
	Minor Equip. Loss	Major Equip. Loss	DNF/Scratchings	Minor Injuries	Major Injuries	Loss of Time	Loss of Process	Loss of Life
Recommendations (Circle)	Commence	Delay	Modify Events	Change Venue - Some	Cancel Some Events	Increase Water Safety		
	Continue	Consult T. Managers	Reduce Athlete #s	Change Venue - All	Cancel All Events	Mandatory PSE use		

ASSESSED MAIN BEACH.  
NOT MUCH BETTER.

MOVE TO PILOT BAY.

### 8.9 Risk Assessment Matrix

The Risk Assessment Matrix requires us to consider both the likelihood and potential impact or consequences of each individual risk. A Risk Factor from 1 – 5 is applied to both the 'likelihood' and potential 'impact' for each of the identified risks. The two risk factors are then multiplied, which provides a score which determines the level of risk.

Risk Factor	Consequence	Description / Frequency
1	Insignificant	No injury
2	Minor	Minor injury such as first aid
3	Moderate	Medical treatment or time off work
4	Major	Serious injury, such as permanent disability
5	Catastrophic	Fatalities
Risk Factor	Likelihood	Description / Frequency
1	Rare, practically impossible	May occur only in exceptional circumstances
2	Unlikely, not likely	Could occur at some time
3	Possible, could happen	Might occur some time
4	Likely, has happened	Will probably occur in most circumstances
5	Almost certain	Is expected to occur in most circumstances

  

		Impact / Consequence				
		Insignificant	Minor	Moderate	Major	Catastrophic
Likelihood	Rare	1	2	3	4	5
	Unlikely	2	4	6	8	10
	Possible	3	6	9	12	15
	Likely	4	8	12	16	20
	Expected	5	10	15	20	25

  

15-25 <b>UNACCEPTABLE</b> risk. The risk cannot be justified on any grounds. High level control measures <b>must</b> be applied immediately.
10-14 <b>SIGNIFICANT</b> risk exists. Moderate to high level control measures <b>must</b> be applied to reduce the risk as soon as possible. Monitor continuously for changes.
5-9 A <b>MODERATE</b> level of risk exists. Low level control measures should be considered and applied to mitigate, eliminate, prevent or reduce the risk. The level of risk may however be acceptable, provided any existing control measures remain in place. Monitor for changes.
1-4 A <b>LOW</b> level of risk, which may be acceptable, provided existing control measures remain in place. Monitor for changes.

#### To address the specific concerns: **my comments in red**

My specific concerns are the winter series #2 are:

- The conditions. Firstly, I would like to see the matrix used to determine that the conditions were unsuitable for racing at Omanu. **Attached** In my mind the conditions were suitable to be able to race 10km on a ski and 5 km on a board for a competent paddler (easterly 11 knots, 14 C). In comparison winter series #1 the surf was flatter but it was much colder with the same winds (south easterly 11 knots, 11 C) that day and the call was still made to race in the ocean. **Once the correct decision to move the event to alongside Leisure was made, there was no significant risk of drowning due to athletes losing equipment, given MMLS had supplied 2 IRB crews.**

This is the Facebook post that spindles put up to notify our athletes:

**John Spindles Bryant**

September 24 at 7:20am

Good Morning, Omanu have made a call based on current conditions and wind to transfer event to Pilot Bay. Thanks guys. Maree if you could let your officials know please.

- Looking at the conditions and the message that has been sent out it looks like there has been a change in philosophy for the event. I feel that competent paddlers would have been fine to paddle those distances in those conditions. Was the decision made based on a club having a larger number of beginner paddlers going to paddle? **Discussed above**
- If the decision was made due to the conditions being too challenging for beginner paddlers that is fine, but this needs to be communicated clearly to the clubs. **Not the case, refer to Daily Hazard Identification and Risk Assessment form**
- If the philosophy of the winter series has changed to make it an event where beginner paddlers are the yardstick in dictating what conditions that the competent athletes compete in, that is also fine but it needs to be clearly communicated to the clubs and athletes so they can make decisions on whether or not it is worth them attending. **Stated pretty clearly in Event Overview on Flyer** Many paddlers are in the endurance phase of training and are keen to turn up once a month to have a blow out over the winter series distances, but if the distances are shorter and the events are put into the flat to suit beginners then the competent paddlers won't show up or do their own thing. **Completely acceptable.**
- The distances need to be what they say they going to be otherwise it's not worth the top end paddlers turning up. The 10km and 5km were set to give the athletes a bench mark distance to race to, and also allows them to see if their times are improving, even over a variety of courses. **Unfortunately both of the winter series events, MMLS and Omanu hosted, have not been the correct distance. MMLS had a 2.5km circuit distance of 1.7km and Omanu's was 1.95km.**

**MMLS unfortunately flipped an IRB in the shore break on set up, and then made a very good last minute decision to transfer the Start/Finish of the event to alongside Leisure Island after athletes experienced equipment damage in the shore break during warm up. Once alongside Leisure the IRB crews also had issues setting buoys in the desired locations.**

**Omanu Beach turned up extremely late for the event, with only one of the two requested IRB/crews, which left no time for checking the overall distance of the circuit after setup.**

**Both of these instances are to be expected, the aim of this series was always to develop capability and capacity, it is of no benefit to me to rant and rave and criticize about how things should be done better, this would only deter volunteers, but hope that the club Officials and IRB crews take away learnings from the event and apply them to the next Spring Series they hold.**