

GISBORNE/TAIRAWHITI - Club Chairs Meeting Minutes

6:00pm – 8:00pm Thursday 23rd May 2019

Waikanae Surf Lifesaving Club

Meeting Opened – 6:05pm

1. Welcome & Introductions – Chris Emmett

- Chris Emmett – Eastern Region Manager SLSNZ
- Adam Wooler – Chief Operations Officer SLSNZ
- Grant Bramwell – Waikanae SLSC
- Andrew Putnam – Wainui SLSC
- Dave Corrin – Midway SLSC
- Dion Williams – Wainui SLSC

Apologies

- Brent Warner – Chairman SLSNZ
- Mitch Mitchell – Waikanae SLSC
- Joss Broughton - Tolaga Bay Surf Rescue
- Peter Boyd - Ngati Pouro SLS

2. Previous Meeting Minutes Ratification – Chris Emmett

The last set of Draft Club Chairs Minutes were from the November 10th 2018 Club Chairs Meeting in Mt Maunganui. No one from the Tairāwhiti Area attended this meeting, so CE briefed over the minutes with the group.

3. Previous Meeting Action Point Register Summary – Chris Emmett

Meeting Action Point Register (Updated 20/05/2019)				Ongoing
Action Point	Description	Who	When	Completed
Statistics Live Reporting	1. CMDO will be working with clubs on a 1 on 1 basis to achieve this. 2. We would like to move from 3 to at least 10 Clubs live reporting by the end of the 2018/2019 season.	BOP – CMDO CORO – CMDO TAI - CMDO	MAY 2019	Achieved

National Partners



Regional Partners
Primary Partner



In it for life

Radio Network Operational Capability Assurance	1. Seek assurance from contractor/service provider that the upgrades to the ER Radio Network will deliver as promised.	CE	JUN 2019	On Target
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Live Statistics Reporting

- We had an excellent season with this project, all but 1 club has their Patrol and Incident data up to date as of the end of Easter.
- However we still need to keep our foot on the accelerator with regards to continual training in this space as there are a number of challenges around usability and data accuracy that are ongoing with the changes in clubs.

Radio Network Operational Capability

- As part of the final Rena Restoration & Mitigation Package \$440k was allocated to be used by the 5 BOP Clubs for legacy & development projects.
- \$240k was allocated to finish the Radio Network in the BOP Area.
- The clubs agreed but wanted assurance that the Network would deliver as promised, this is currently in the pipeline and will be forthcoming when the final network architecture has been completed.
- Project scoping and site inspections have occurred at the 3-5 proposed sites, final architecture and costings are been done, along with a probability of coverage document.
- Also the add value package (GPS tracking of units & radio functionality) will be outlined properly. Chase and I now have a direct relationship with the network designer and should have a full scope of works and capability documents shortly.

4. Call for General Business Items – Chris Emmett

- Please add:
 - i. Health & Safety APP
 - ii. First Aid Training
 - iii. Competition Age Change Consultation

Submitted Agenda Items

5. SLSNZ Update – Adam Wooler (COO SLSNZ)

- AGM Delegates - please send through ASAP even if you change your mind, the Wellington meeting has generally been a lot harder to get a quorum and there is no room for late delegates to attend.
- Nationals Awards Nominations are due to close on the 30th June 2019, please submit these ASAP, if assistance is needed please contact your Regional Manager.
- New Board Appointment – Richard Briggs went through a robust appointment process, he brings an excellent complementary skill set to the SLSNZ Board.
- Volunteering NZ Study - Adam touched on the key recommendations from the report. NZSAR may support various initiatives that have fallen out of the report.
- Government Funding update – Work is continuing in this space with good progress made to date.

6. SLSNZ Fundraising Strategy – Adam Wooler (COO SLSNZ)

- Adam outlined the paper, previously circulated by Matt Warren and discussed in previous meetings. It was primarily to seek continued endorsement from the Club Chairs. The Tairāwhiti Chairs present gave their endorsement.

7. Eastern Region Update – Chris Emmett (RM – Eastern)

- Management Plan Update – CE outlined the management plan & budget process. DW had some questions regarding how to bring a worthy project into the plan, CE outlined the pathway.
- Healthy Club Initiatives 2019-2020 – This would be CDO lead for the 2019-2020 season, which each DCDO committing to 2 key projects per club that help build capability.
- Eastern Region BAP Representative – Currently the incumbent has been put up as the Eastern Region Nomination, if there were any other nominations they would have until the 31st of May to be endorsed by a club, if anyone else came through we would have a vote, if not then the incumbent would be endorsed Tuesday 3rd June 2019.
- **Action: Chris to complete BAP process and notify via email either way.**

8. Surfersrescue247.com – Andrew Putnam (Chair – Wainui)

- Surfersrescue provides free CRP and board rescue courses for surfers through SLSNSW, last season there were 2040 participants with 709 logged rescues.
- Adam agreed that this project makes sense and that Mick Kearney (SLSNZ Community Education Manager) was currently looking at how we can collaborate with other organisations, so this project could be one of them. The Gisborne Area would be an excellent area to start trailing this plan
- **Action: Adam to discuss Surfersrescue with Mick Kearney and look for way forward.**

General Business

9. Health & Safety Status – Grant Bramwell (Chair – Waikanae)

- GB queried where the organisation was at with Health & Safety.
- Adam outlined the current situation and related the SLSNZ/Club H & S journey to the recent IRB injury desktop exercise undertaken by AUT which highlighted significant underreporting. An electronic APP based system is currently being investigated by Ross Merritt and SLSNZ will go out to market to find the appropriate product. Watch this space.

10. First Aid Training – Adam Wooler (COO SLSNZ)

- SLSNZ is looking at consistency across the organisation, strategic partnership currently being looked at with St John, Surf First Responder pilot course due to be trailed in the Eastern Region & Southern Regions.
- The launch will be a statement of strategic intent between both organisations., due out shortly.

11. Consultation Nationals/Oceans Age Groups – Grant Bramwell (Chair – Waikanae)

- GB discussed the Waikanae club view around SLSNZ seeking a club perspective rather than individual membership perspective as the decision could be railroaded by individuals. DW in his NSC capacity answered the question as to why it was done this way.

12. Club Lifesaving Model – Grant Bramwell (Chair – Waikanae)

- GB questioned the current lifesaving model used for Contract Lifeguards. CE answered by stating that the current Coastal Risk Assessment would look at what model was best for each location and that the ER Lifesaving Manager would be working towards these models for the future.

- **Action: Chase to consider dropping Waikanae to 2 x Lifeguards and reconsider the surveillance model used at Waikanae beach.**

13. Voice of the Participant Survey – Adam Wooler (COO SLSNZ)

- Adam outlined the survey and asked how the clubs viewed or used the data.
- Essentially the meeting felt that the Tairāwhiti CDO should pick up this conversation with the clubs over the winter period.
- **Action: Tairāwhiti CDO – should pick up the VOP Data conversation with each club individually over the winter period.**

Meeting Closed 7:35pm

Meeting Action Point Register (Updated 31/05/2019)				Ongoing
Action Point	Description	Who	When	Completed
Radio Network Operational Capability Assurance	1. Seek assurance from contractor/service provider that the upgrades to the ER Radio Network will deliver as promised.	CE	JUN 2019	On Target
BAP Process	2. Leave applications open until Friday 31 st May. 3. If another BAP application received for Eastern Region, put to Chairs for a vote. 4. If no further applications received confirm incumbent in the role.	CE	JUN 2019	On Target
Surfersrescue 247	5. COO to discuss with NCEM and look to put a Surfersrescue type programme on the SLSNZ strategic partnerships radar.	AW	JUN 2019	On Target
Contract Lifeguard Model	6. ERLM to evaluate the current Contract Lifeguard Model at Waikanae Beach.	CC	JUL 2019	On Target
Voice of the Participant Data	7. Tairāwhiti CDO – Pick up the VOP Data conversation with each club individually over the winter period.	TAI CDO	JUN 2019 to OCT 2019	On Target