

# 1. GENERAL REGULATION

## 1.1 Purpose of General Regulation

1.1.1 This Regulation sets out details relating to the SLSNZ Regulations that are not otherwise provided for in other Regulations, including:

- (a) Status of the Regulations.
- (b) Application of the Regulations.
- (c) Breach of the Regulations.
- (d) Commencement Date of the Regulations.
- (e) Definitions in the Regulations.
- (f) Miscellaneous Provisions.

## 1.2 Status of Regulations

1.2.1 The Regulations are made pursuant to the Constitution.

1.2.2 The Regulations are to be interpreted in accordance with and are subject to the Constitution.

1.2.3 These Regulations may be amended from time to time by the Board provided such amendments are not inconsistent with the Constitution.

## 1.3 Application of Regulations

1.3.1 These Regulations apply to all Members of SLSNZ including Board Members, Appointed Personnel and Officers unless otherwise specified in these Regulations.

## 1.4 Breach of Regulations

1.4.1 Any breach of these Regulations shall be dealt with in accordance with the Constitution and any applicable Regulation of SLSNZ.

## 1.5 Commencement Date of Regulations

1.5.1 The Regulations have been reviewed by the Board and each Regulation shall take effect and come into force on the commencement date specified in each Regulation.

1.5.2 On the commencement date of each Regulation, it will supersede and replace the previous relevant regulation issued by SLSNZ.

1.5.3 The Board will ensure the Regulations are made available for all Members via the SLSNZ web page [www.surflifesaving.org.nz](http://www.surflifesaving.org.nz).

## 1.6 Commencement Date

1.6.1 This General Regulation shall take effect and come into force on 2 November 2020

## 1.7 Definitions

Every reference to the Constitution shall mean the SLSNZ Constitution.

The words and phrases used in these Regulations shall have the same meaning as defined in the Constitution, unless otherwise specified in these Regulations.

The following words and phrases used in these Regulations shall mean as follows:

“**Board**” means the Board of SLSNZ as defined in the Constitution.

“**Board Member**” means the people appointed or elected to the Board in accordance with the Constitution.

“**Chief Executive**” means the Chief Executive Officer of SLSNZ.

“**Club/Service Operating Procedures**” means the club operating procedures which must be developed and completed by each Club/Service in alignment with the NSOP.

**CSOP** means Club/Service Operating Procedure.

“**Constitution**” means the Constitution of SLSNZ.

“**Governance Policies**” means the governance policies developed by the Board as amended from time to time.

“**ILS**” means the International Life Saving Federation which is the international organisation governing lifesaving in an aquatic context.

“**National Standard Operating Procedures**” means the operating procedures developed by SLSNZ as the foundation of SLSNZ operations. Additionally, NSOP’s provide the foundation upon which CSOP’s are developed .

**NSOP** means National Standard Operating Procedure.

“**PAM**” means the SLSNZ Patrols and Memberships Database which is located at [pam.surflifesaving.org.nz](http://pam.surflifesaving.org.nz).

“**Regulations**” means the SLSNZ regulations including Regulation 1 to Regulation 11.

“**SLSNZ**” means Surf Life Saving New Zealand Incorporated and includes its officers, employees, Board Members and agents.

## **1.8 Miscellaneous Provisions**

### **1.8.1 Use of Common Seal**

- (a) In accordance with the Constitution, the Board has determined that the Chief Executive shall hold the common seal of SLSNZ in a secure place.
- (b) The common seal shall be used for execution of all deeds entered into by SLSNZ. The seal need not be, but may be, used for any contracts or agreements entered into by SLSNZ.
- (c) When the common seal is used, the Chief Executive shall notify the Board at the next Board meeting following its use. A record of the use of the common seal is to be kept by the Chief Executive.

### **1.8.2 The Board**

- (a) In accordance with the Constitution, the Board is responsible for governing SLSNZ.
- (b) As the Constitution does not recognise Districts from the 1 July 2010 (unless agreed otherwise by the SLSNZ Board) SLSNZ will determine any relationship on a case by case basis with Districts.
- (c) The Board is to maintain a Board Charter that details:
  - i. Board governance processes; and
  - ii. Board / Management relationships.
- (d) The Board is to review bi-annually the Governance Policies.
- (e) The Board is to maintain a three-year strategic plan that:
  - i. the Board reviews and up-dates annually; and
  - ii. the Board reports annually on progress to the Clubs at an appropriate forum.
- (f) The Board may from time to time appoint committees of the Board to undertake any one or more of its duties and functions in accordance with the Governance Policies.

### **1.8.3 Meetings of the Board:**

- (a) In accordance with the Constitution, the Board shall meet at such places and times, and such manner as it shall determine.
- (b) The Chief Executive shall be responsible for keeping a detailed record of the minutes of every Board meeting.
- (c) The Chairman will circulate a report from each meeting to the Members as soon as practicable after the meeting.

#### **1.8.4 Role of President**

- (a) The President of SLSNZ, elected in accordance with the Constitution, shall be the figurehead representative of SLSNZ, shall have the responsibilities detailed in the Constitution and in their job description.