

**Christchurch Local Sports Committee**  
**Minutes**  
Wednesday 29<sup>th</sup> June, 2022 (start 6:00pm)

**Present:**

Andrea Summerfield, Carl Righton, Craig Goldsmith, Craig Todd, Daryl Poulsen, Julie Jorgensen, Luke Smith (SLSNZ)

**Apologies:**

Helen Mahon-Stroud, Kirsty Cullen, Mark Robberds, Tim Harris, Stu Bryce (SLSNZ)

**Agenda:**

| Ref | Topic                                     |
|-----|---|
| 1   | Welcome & Previous Meeting Action Points  |
| 2   | Sport Manager Update                      |
| 3   | Election of Chair & Chair Update          |
| 4   | 2022/2023 Season Terms of Reference       |
| 5   | Establish season priorities for 2022/2023 |
| 6   | Health & Safety                           |
| 7   | General Business                          |

**Meeting Notes:**

| Ref            | Topic   |  |   |               |                   |      |   |   |      |  |                |       |  |
|----------------|---|--|---|---------------|-------------------|------|---|---|------|--|----------------|-------|--|
| <b>1</b>       | <p><u><b>Topic: Welcome &amp; Previous Meeting Action Points</b></u></p> <ul style="list-style-type: none"> <li>- Luke welcomed everyone to the meeting and the new season</li> <li>- Introduced new members Julie &amp; Andrea</li> <li>- Apologies taken for those who couldn't make the meeting</li> </ul> <p>Previous Meeting Actions</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #cccccc;">Action</th> <th style="background-color: #cccccc;">Responsibility</th> <th style="background-color: #cccccc;">Status/Update</th> </tr> </thead> <tbody> <tr> <td>Coach Development</td> <td>Luke</td> <td> <p>Intro to Surf Coaching</p> <ul style="list-style-type: none"> <li>- Dates locked in the calendar</li> <li>- Looking at ways this can be delivered/additional content to be added on (board coaching module etc.)</li> </ul> <p>Developing Surf Coach</p> <ul style="list-style-type: none"> <li>- Hasn't been delivered in many years</li> <li>- LS is going through the content to find what is relevant, what may change/needs to be added</li> <li>- Work plan is to workshop the content with a group of Subject Matter Experts to redevelop the course content so this can be delivered again, with the goal of start of this season.</li> <li>- Targeted at 'Oceans' coaches, and senior coaches</li> <li>- More to come on this...</li> </ul> </td> </tr> <tr> <td>External Engagement Resources/Opportunities</td> <td>Luke</td> <td>Luke to create draft development opportunity calendar and talk to external facilitators on availability.</td> </tr> <tr> <td>Event Feedback</td> <td>Clubs</td> <td>Clubs doing end of season surveys, if any trends come out from those on local events, or ideas on how to continue to develop events – let Luke know.</td> </tr> </tbody> </table> | Action   | Responsibility  | Status/Update | Coach Development | Luke | <p>Intro to Surf Coaching</p> <ul style="list-style-type: none"> <li>- Dates locked in the calendar</li> <li>- Looking at ways this can be delivered/additional content to be added on (board coaching module etc.)</li> </ul> <p>Developing Surf Coach</p> <ul style="list-style-type: none"> <li>- Hasn't been delivered in many years</li> <li>- LS is going through the content to find what is relevant, what may change/needs to be added</li> <li>- Work plan is to workshop the content with a group of Subject Matter Experts to redevelop the course content so this can be delivered again, with the goal of start of this season.</li> <li>- Targeted at 'Oceans' coaches, and senior coaches</li> <li>- More to come on this...</li> </ul> | External Engagement Resources/Opportunities | Luke | Luke to create draft development opportunity calendar and talk to external facilitators on availability. | Event Feedback | Clubs | Clubs doing end of season surveys, if any trends come out from those on local events, or ideas on how to continue to develop events – let Luke know. |
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| <b>2</b>       | <p><u><b>Topic: Sport Manager Update</b></u></p> <ul style="list-style-type: none"> <li>- Thank you to everyone who came along to the 2022 Canterbury Awards of Excellence, and congratulations to those who won awards.</li> <li>- Update on the Naval Point and how this may effect clubs who use this as a winter training base. <ul style="list-style-type: none"> <li>o The whole 'Naval Point' area as we know is under redevelopment by the CCC (from the rugby fields, public access and 'club user' access areas)</li> <li>o Storage options being looked at with the aim of phasing out individual containers.</li> <li>o Early stage workshops currently occurring once a fortnight, the first one has already happened</li> <li>o <b>If your club is a user of this space, and you haven't heard about this, please contact Luke for details on how to get more info.</b></li> </ul> </li> </ul>  |  |   |               |                   |      |   |   |      |  |                |       |  |

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|                 | <ul style="list-style-type: none"> <li>- The following national event dates have been announced           <ul style="list-style-type: none"> <li>o <a href="#">New Zealand Pool Rescue Championships</a> <ul style="list-style-type: none"> <li>▪ Friday 7<sup>th</sup> – Sunday 9<sup>th</sup> October, Auckland</li> </ul> </li> <li>o <a href="#">Oceans' 23</a> <ul style="list-style-type: none"> <li>▪ Thursday 23<sup>rd</sup> – Sunday 26<sup>th</sup> February, Mt Maunganui</li> </ul> </li> <li>o <a href="#">TSB New Zealand Surf Life Saving Championships</a> <ul style="list-style-type: none"> <li>▪ Thursday 9<sup>th</sup> – Sunday 12<sup>th</sup> March, New Brighton</li> </ul> </li> <li>o <a href="#">Bp Surf Rescue South Island IRB Championships</a> <ul style="list-style-type: none"> <li>▪ Saturday 18<sup>th</sup> March, Waikouaiti</li> </ul> </li> <li>o Bp Surf Rescue North Island IRB Championships           <ul style="list-style-type: none"> <li>▪ Saturday 25<sup>th</sup> – Sunday 26<sup>th</sup> March, Waipu Cove</li> </ul> </li> <li>o BP Surf Rescue New Zealand IRB Championships           <ul style="list-style-type: none"> <li>▪ Saturday 15<sup>th</sup> – Sunday 16<sup>th</sup> March, Whangamata</li> </ul> </li> </ul> </li> <li>- Local Events upcoming           <ul style="list-style-type: none"> <li>o <a href="#">Canterbury Pool Rescue Interclub #1</a> <ul style="list-style-type: none"> <li>▪ Sunday 3<sup>rd</sup> July, Jellie Park</li> </ul> </li> <li>o <a href="#">Canterbury Pool Rescue Interclub #2</a> <ul style="list-style-type: none"> <li>▪ Sunday 7<sup>th</sup> August, Jellie Park</li> </ul> </li> <li>o <a href="#">Southern Region Pool Rescue Championships</a> <ul style="list-style-type: none"> <li>▪ Saturday 3<sup>rd</sup> – Sunday 4<sup>th</sup> September, Jellie Park</li> </ul> </li> <li>o <a href="#">Tasman Pool Event</a> <ul style="list-style-type: none"> <li>▪ Saturday 24<sup>th</sup> September, Greymouth</li> </ul> </li> </ul> </li> <li>- Entry system update           <ul style="list-style-type: none"> <li>o SLSNZ has developed and built an entirely new Event Management System and software. The new system combines the three previous functions of Enternow (entries), WAVES (on beach management) &amp; Live Results (results) all into one place with additionally functions and ease of use.</li> <li>o All Canterbury clubs have created their initial administrator, who can then add further club users to complete entries etc.</li> <li>o <a href="https://www.surflifesaving.org.nz/sport/competitions/new-event-management-system">https://www.surflifesaving.org.nz/sport/competitions/new-event-management-system</a></li> <li>o The intention is for us to use this for Canterbury Pool Rescue Interclub #2, if it is ready.</li> </ul> </li> </ul> |
| <p><b>3</b></p> | <p><b><u>Topic: Election of Chair &amp; Chair Update</u></b></p> <ul style="list-style-type: none"> <li>- Helen Mahon-Stroud nominated for chair by Craig Todd, seconded by Craig Goldsmith.</li> <li>- Helen Mahon-Stroud will resume position as chair of the Local Sport Committee for the 2022/23 season (congrats Helen)</li> </ul>  |
| <p><b>4</b></p> | <p><b><u>Topic: 2022/2023 Season Terms of Reference</u></b></p> <ul style="list-style-type: none"> <li>- Meeting Schedule</li> <li>- Draft dates for 2022/2023 season           <ul style="list-style-type: none"> <li>o Monday 25<sup>th</sup> July *</li> <li>o Thursday 25<sup>th</sup> August</li> <li>o Thursday 29<sup>th</sup> September</li> <li>o Thursday 27<sup>th</sup> October</li> <li>o Thursday 24<sup>th</sup> November</li> <li>o December – need TBC closer to time</li> <li>o Thursday 23<sup>rd</sup> March</li> <li>o April – AOE Recommendation meeting TBC closer to time</li> </ul> </li> </ul> <p>* <b>ACTION</b> – Luke to invite Lewis McClintock – SLSNZ National Sport Manager to July meeting to provide national sport update, and discuss alignment of regional to national sport programmes where required.</p>   |

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| <b>5</b> | <p><b><u>Topic: Establish local sport and development priorities for 2022/2023 season</u></b></p> <ul style="list-style-type: none"> <li>- Early recommendations           <ul style="list-style-type: none"> <li>o Coach development resources + opportunities to put these in play</li> <li>o Female development opportunities               <ul style="list-style-type: none"> <li>▪ Participation of SLS in Canterbury is 49% female, however females in leadership roles (coaches, team managers, lead surf officials etc)</li> <li>▪ Assist in developing a Southern Region Sport Strategy on where we hope to see sport programmes go over the next 3-5 years – align with SLSNZ Sport National Strategy</li> </ul> </li> </ul> </li> <li>- Members of LSC to brainstorm priorities that can be assisted/achieved by the committee to further develop sport programmes in Canterbury. <b>ACTION</b></li> </ul> |
| <b>6</b> | <p><b><u>Topic: Health &amp; Safety</u></b></p> <ul style="list-style-type: none"> <li>- SiteDocs continuing on for 2022/2023, please strongly recommend your clubs to continue to use this.</li> <li>- SLSNZ have recently appointed a National Health &amp; Safety Advisor, Scott Weatherall, who brings a lot of experience in surf life saving to this space.</li> </ul>  |
| <b>7</b> | <p><b><u>Topic: General Business</u></b></p> <ul style="list-style-type: none"> <li>- The 2022/2023 Calendar has been set, and is filling up with lots of exciting things very quickly!           <ul style="list-style-type: none"> <li>o <a href="https://teamup.com/ksvs76jvyzixkzyin">https://teamup.com/ksvs76jvyzixkzyin</a></li> </ul> </li> </ul>   |

Meeting closed 6:55pm

### **Summary of Actions**

| Ref      | Action   | Person to action | Complete by  | Status                          |
|----------|--|------------------|--------------|---------------------------------|
| <b>1</b> | - Coach Development – Review and Implementation  | Luke Smith       |              | Ongoing                         |
| <b>1</b> | - External Opportunities – draft calendar  | Luke Smith       |              | Will try have draft by next LSC |
| <b>4</b> | - Invite Lewis McClintock to the July LSC Meeting  | Luke Smith       | ASAP         |                                 |
| <b>5</b> | - Members to consider season priorities and send these to Luke prior to the next meeting | LSC Members      | Next meeting |                                 |