



**SURF LIFE SAVING®**  
NEW ZEALAND

**Bay of Plenty Local Lifesaving Committee**  
**Meeting Agenda**

**4 September 2024, 6:00pm, Papamoa SLSC**

**Present:** Duncan Bentley - Pukehina SR, Poppy Crouch - Chairperson, Karyn Leach - Papamoa SLSC, Christian Richardson - Omanu Beach SLSC, Callum McKenzie (IRB CE)

Online;  
Bryn Gault - Opotiki SLSC, Caroline Trapski - Maketu SLSC, Liam Shannahan (MMLS), Catriona Manning - Whakatane SLSC

**Attending:** Chaz Gibbons-Campbell - Lifesaving Manager, Eastern Region  
Robynne Cabuaso - Club Development Officer, Bay of Plenty

**Apologies:** Fergus Rieger (MMLS)

**Meeting Minutes:**

**1. Welcome**

The Chair opened the meeting at 6pm and welcomed everyone both online and in person.

**2. Apologies**

Fergus Rieger MMLS - Liam sent as his replacement.

**3. Previous Minutes**

The minutes of the previous meeting held on 24 July 2024 had been previously circulated by email. It was resolved to adopt the minutes as a true and correct record of the meeting.

Moved CR / Seconded DB

**4. Action Items/Updates**

- a. Update on skin cancer policy - published in 2023. There is a general recommendation around regular mole checks. **AP - Policy will be attached to minutes for clubs to share with members.**
- b. Update on PRE along Tauranga Coastline - TCC do not want to take the advice of the experts and do all locations at the same time. They are currently waiting for legal advice regarding their liability should they select only some locations over others. It is believed some will be installed prior to this summer, but we do not yet know how many or the locations.

*In it for life*



- c. CSOP Update - Chaz thanked everyone for their work with CSOPs. We have met with all BOP clubs now and are well ahead of where we were last year.
- d. AOE feedback letter - letter has been sent and acknowledged as received. SLSNZ in conjunction with the H&A committee will be doing a review and will update back in due course.

## 5. Lifesaving Update

The ER Lifesaving team have met with all clubs in BOP. Patrol hours are locked in and these will be added to the Safe Swim website. Once live, Chaz will let each club know so clubs can double check the club's published hours are correct.

- Pukehina are running a satellite observational location down by the campground.
- Mt and Omanu have met and committed to volunteers covering Tay Street on weekends.
- Chaz is going to meet with the new campground owners at Ohope re the service there this season.

Club patrol boundaries and roaming areas were discussed and locked in;

- Omanu and Papamoa both committed to their roam turnaround points being the beach access next to Fresh Choices (by Beaches housing resort).
- Papamoa go right to the end of the houses at Papamoa East, with the exception of when the PLS is operational at Pap East when they turn around at Taylors as the PLS guards roam Taylors to the end of Pap East housing.
- Pukehina roam from the Estuary to the first car park. When it's busy at Newdicks they roam their in the IRB.
- Maketu no roaming required as good visuals of the estuary from the patrol area.
- Whakatane goes to the West End and then the other way to the 3rd river crossing only (in front of christian camp). PLS campground guards can roam if not busy. The beach does have high usage all along it. A RWC will be located here for the summer to test RWC roaming as it is a good tool to cover a large area quickly and with only one person.
- Opotiki roam from the club to the groins and west to the pipi beds.
- Tirohonga camp and Ohiwa camp were identified as busy areas which would benefit from PRE.

Employment processing for the paid lifeguard service is currently underway. ER has received 194 applications for 90 fixed term positions and 30 casual positions, across the region.

- a. Request for additional service Arataki area - A group of residents from the Pacific Shores subdivision in Papamoa had reached out about assisting to support a patrol in this area. Chaz has sent a comprehensive email detailing the costs and process for initiating a new lifesaving service and he will meet with Angela and the other residents in the next few weeks to discuss how the residents may be able to support this either financially, or with auxiliary support.

Resource consent for 8 areas for temporary towers - TCC has requested SLS apply for Resource consent for the temporary lifesaving towers. To make it easy they are indicating they will do a long term consent for up to 8 towers which will future proof this . It was discussed and agreed that there is a need for towers;

- Sutherland/Grove
- Tay st

- Arataki
  - Fresh choice
  - Parton road
  - Taylors
  - Motiti
  - Emerald Shores
- b. Coronal Report Mr Balachandran findings - report attached. SLSNZ have gone back to the coroners to express dissatisfaction that there were no key recommendations made (as have been with other reports/findings) for signage, PRE, extended LG service.
- c. Establish a working group to determine additional funding needs from the council for paid lifeguard service. TCC contract is coming up for renewal next year (MMLS to Pap East). Need a working group to determine what our needs are. Chaz will establish a working group with a rep from each club with key sLS staff members, including staff from the Coastal safety team.

## 6. Club Development Update

- a. Development Calendar updates
- Saturday 14th September PC course at Whakatane SLSC
  - Sunday 15th September IRB Development
  - Saturday 21st September ITC at MMLS
  - Saturday 12th October SLA Exam #1 at MMLS
  - Sunday 13th October - IRB Driver mass refresher
  - Just added to calendar - IRB Crew Exam Sunday 13th October and SFA 20/21st December at MMLS
- b. SLA & IRB Briefings -
- Fairly low numbers attended these briefings. No Reps from Pukehina, Whakatane or Opotiki present at SLA briefing.
  - Lots of amazing resources available online.
  - Members are required to be a refreshed LG in order to do Instructor & Examiner refreshers. Exemptions can be granted in special circumstances - email [member.education@surflifesaving.org.nz](mailto:member.education@surflifesaving.org.nz)
  - All refreshers now live on etrainu.
- c. SLA Exams
- Saturday 12th October at MMLS & Omanu - large numbers registered 50+, exploring options to run a smooth exam so candidates and examiners have a good experience. Possible two exams, or complete components in the lead up. Robynne to explore options with the examiners who are available to help with this exam.
  - Saturday 23rd November at Whakatane SLSC
  - Exam over 2 evenings 11th & 12th December- 5pm starts at Omanu Beach SLSC
  - Saturday 18th January at Maketu SLSC
  - Exam over 2 evenings 12th & 13th February – 5pm starts. **Papamoa - TBC**
  - Saturday 15th March – **Pukehina - TBC**
  - Saturday 12th April – MMLS

## 7. General Business

Callum - IRB Development - is also for drivers who have qualified in the last couple of seasons to do some advanced driving skills.

Liam/MMLS - can we have regional SLA refreshers? The aim is that clubs put their refreshers dates on ETrainU and then clubbies can attend any of them

- Mt Maunganui - Have done 2 sessions already. 6th October, 3rd November, 1st December TBC.
- Omanu - 16th November
- Papamoa - October TBC
- Maketu - November
- Pukehina - 27th October & 3rd November. Possible 10th November
- Whakatane - November around Junior Surf
- Opotiki - early November

PRE funded by ACC - all club reps were asked to update on where their individual club is with this at this meeting (each club to receive 1 free item of PRE and signage to locate on or near their club - fully funded by ACC and no cost to clubs).

- Maketu - have been talking to Chelsea. Pretty easy process.
- Whakatane - Rowdy has been talking to council and it is all sorted

**AP - for the rest of the clubs to look into this with the goal to have it installed prior to peak season.**

- MMLS
- Omanu
- Papamoa
- Pukehina
- Opotiki

Action Point Register	Whom	Timeframe
Engage probationary examiners after the season briefing and set them some tasks for their first exams of the season	CE SLA/IRB & Robynne	In progress
Staff to run reporting on SLA & IRB refreshers monthly and email to club's lifesaving committees so they have a named list of who still needs to complete their refresher (active guard reports)	Staff	In progress
Follow up on NLC workplan - Skin Protection Policy	Chaz	Completed
ACC funded PRE equipment - clubs to follow up with progress on this	MMLS - Fergus Omanu - Christian Papamoa - Karyn Pukehina - Duncan Opotiki - Fiona	
Whakatane / Opotiki / Pukehina - need info on SLA examiner/instructor briefing	Robynne	In progress
Whakatane - needs info on IRB examiner / instructor briefing	Robynne	In progress
SLA Exam - 12th & 13th February - 5pm starts. Papamoa - TBC	Karyn	In progress
SLA Exam - Saturday 15th March - Pukehina - TBC	Duncan	In progress

Establish a working group to determine additional funding needs from the council for paid lifeguard service. Clubs please recommend people who could be part of this group	Fergus/Liam, Christian, Karyn	In progress
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**Next meeting** - Wednesday 16th October at Papamoa SLSC or online.  
Please note that the November meeting has changed to Wednesday 20th Nov (was 27th),

**Meeting closed 7.20pm**

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