



# Black Head SLSC

BOARD PACK

for

**Monthly Board Meeting**

Tuesday, 1 October 2024

6:30 pm (AEST)

Held at:

Black Head SLSC

Main Street, Black Head NSW 2430

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# AGENDA

## MONTHLY BOARD MEETING



<b>Name:</b>	Black Head SLSC
<b>Date:</b>	Tuesday, 1 October 2024
<b>Time:</b>	6:30 pm to 8:00 pm (AEST)
<b>Location:</b>	Black Head SLSC, Main Street, Black Head NSW 2430
<b>Board Members:</b>	Adam Heathcote, Bronwyn New, Ian Marshall, Nigel Pegrum, Peter McErlain, Peter McErlain, Stuart Horsburgh, Terry Aldridge
<b>Apologies:</b>	Anthony Neil, Mike Bartlett

### 1. Opening Meeting

#### 1.1 SUSPEND ORDERS - Matt Gordon HPSC

#### 1.2 Confirm Minutes

Supporting Documents:

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### 2. Director Reports

#### 2.1 President

Terry Aldridge

Supporting Documents:

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#### 2.2 Finance

Stuart Horsburgh

#### 2.3 Administration

Bronwyn New

NTR

#### 2.4 Vice President

NTR

#### 2.5 Lifesaving

Report held off till next meeting.

Supporting Documents:

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## 2.6 Education

Peter McErlain

Supporting Documents:

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## 2.7 Surf Sports

6:30 pm (10 min)

Ian Marshall

Supporting Documents:

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2.7.a	Code of Conduct BHSLSC Surf Sports.docx	12
2.7.b	BHSLSC Reports.docx	15

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## 2.8 JAC

NTR

## 2.9 Public Officer

NTR

## 3. General Business

### 3.1 Grants Officer Position

### 3.2 Budgy Smugglers

Supporting Documents:

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3.2.a	BudgySmuggler_PriceGuide_2425_Season (2).pdf	17
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### 3.3 DEBREIF - 200 Club

Supporting Documents:

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3.3.a	Debrief and Proposal on Fundraising activities.docx	20
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## 4. Close Meeting

### 4.1 Close the meeting

**Next meeting:** No date for the next meeting has been set.

# MINUTES

## GENERAL BOARD MEETING



<b>Name:</b>	Black Head SLSC
<b>Date:</b>	Tuesday, 3 September 2024
<b>Time:</b>	6:30 pm to 8:00 pm (AEST)
<b>Location:</b>	Black Head SLSC, Main Street, Black Head NSW 2430
<b>Board Members:</b>	Anthony Neil, Bronwyn New, Ian Marshall, Mike Bartlett, Nigel Pegrum, Peter McErlain, Peter McErlain, Stuart Horsburgh, Terry Aldridge
<b>Apologies:</b>	Adam Heathcote

### 1. Opening Meeting

#### 1.1 Suspend Standing Orders - Tania McKone to explain Insurance

2 policy

PLI - slips falls and sue the club

Member to member -

Personal accident and injury -

To confirm our discussion last night regarding SLS NSW Insurance program and extent of coverage under their Liability and Personal Injury policies, I have reviewed the policy wordings and obtained further clarification from SLS NSW Insurance Broker Marsh that :

- Activities covered include training and competition activities
- Training extends to include any activities the board agrees falls under a surf sports program
- The training activities should be conducted by a SLS NSW recognised coach, if in training under the supervision of a coach, experienced bronze holder, official and/or someone the board considers to have reasonable experience to be a trainer. Example they would consider myself to facilitate a training session being a bronze holder and long term experienced member of the club.
- Anyone who trains, being a participant or a trainer, needs to be a member of Black Head SLSC.
- Personal Injury extends to all members, officials, coaches and volunteers. Everyone should be a member.

If the surf sports director sets a program which the board agrees to support, you will have no issues with insurance if you follow the above.

Scenarios discussed :

1. Gym work, kayaks and swimming. SLS considers these activities to be inclusive in a sports program as they go hand in hand with surf sports.

2. Gym training. No issue with a trainer if they are a SLS coach, Personal Trainer and a member of our club. The issues is the equipment. Has this been checked by the board to be fit for purpose? Who owns the equipment? It was suggested the owner of the equipment take out their own insurance policy and provide evidence to the club incase one of the participants hurts themselves on equipment not up to standard. This will protect the board and their duty of care.
3. Kayaking. Can be considered part of a surf sports program as goes hand in hand with surf skis. Clubs have previously disclosed this to SLS and their insurer. As long as the coach is a member of our club. No different to board/iron training. Issue for the club is Jared Wait is not a current member. Would suggest we request for him to be a member to protect the board if it is decided that Kayaking is part of the surf sports program.
4. Black Head can highlight in a training calender what is organised and part of Surf Sports vs what the member should organise themselves (ie. Squad swimming).
5. Previous trainers and coaches are covered for past liabilities back to 07 October 2000.

My notes are attached from the actual policy wordings that you can keep on file with this email.

Kind Regards, Tania.

## 1.2 Confirm Minutes

**General Board Meeting 6 Aug 2024**, the minutes were confirmed as presented.



### Minutes

confirmed

**Decision Date:** 3 Sept 2024  
**Mover:** Stuart Horsburgh  
**Seconder:** Peter McErlain  
**Outcome:** Approved

## 2. Director Reports

### 2.1 President

DISCUSSION:

- Roofing screws

Actions:

yes to sam fixing roof

### 2.2 Finance

DISCUSSION:

- \$5000 from council
- Sensors into womens and boardroom to stop lights being left on.
- Are the solar batteries working properly?
- \$20k still spend left in the Grant.

## ACTIONS:

- Terry to collate invoices for renovations at front entry - ripping up of tiles / vinals

## 2.3 Administration

## 2.4 Vice President

## 2.5 Lifesaving

## DISCUSSION:

- Patrols
- Kev - call out team

## ACTION:

- Order Logbook
- Draft conditional letter to Lee Crocker

Second Anthony



### Report as delivered

Letter to be drafted to Lee Croker, Terry will deliver and have conversation with.

**Decision Date:** 3 Sept 2024  
**Mover:** Nigel Pegrum  
**Seconder:** Anthony Neil  
**Outcome:** Approved

## 2.6 Education



### Report as delivered

Tabled

**Decision Date:** 3 Sept 2024  
**Mover:** Peter McErlain  
**Seconder:** Bronwyn New  
**Outcome:** Approved

## 2.7 Surf Sports

Z



### Report as delivered

Tabled

**Decision Date:** 3 Sept 2024  
**Mover:** Ian Marshall  
**Seconder:** Nigel Pegrum

**Outcome:** Approved

**2.8 JAC**

**2.9 Public Officer**

**3. General Business**

**3.1 Grants Officer Position**

**3.2 Constitution / Bylaws**

**3.3 Memberships / Donation monies**

**4. Close Meeting**

**4.1 Close the meeting**

**Next meeting:** No date for the next meeting has been set.

**Signature:** \_\_\_\_\_

**Date:** \_\_\_\_\_



BLACK HEAD SLSC  
1 Main Street  
Black Head NSW 2430

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## President Report

Patrols have started Nigel got us a good patrol agreement was a bit of a slug out with SLSNSW Nigel got his way in the end.

Training weekend was a success even though Ian had to take them to Palms on Saturday & River Sunday well done Ian & team.

Peter's bronze & SRC are well into course with course.

Building reno in final stages mostly painting left, Stuart reckons we went close to budget with the money.

Rashies the funding is still up in the air.

Long time old member Bob Gould passed away last week. Maybe we'll post our condolences.

Had a meeting with Emma & Brett from Disaster Resilience & Preparedness Project last Thursday, will give verbal report.

Regards

Terry



## Lifesaving October 2024 Report

- LSA - Signed for the next 2 years
- Patrols - Groups finalised. We stayed at 6 patrol groups
- 6 Patrol groups means we patrol approximately once every 3 weeks.
- 5 Patrol groups would have meant we were patrolling once every 2 weeks.
- Patrol Rosters - Last season officially finished with patrol 3 so this year starts with patrol 4
- Patrol groups are fairly even with numbers, patrol 6 has the most people in it but also the most people away for competitions.
- Patrols 1 -3 have 11 patrols this season.  
Patrols 4 - 6 have 12 patrols this season.
- Equipment List - Slowly working way through this.
- First Aid Supplies - Cath Bowland has volunteered to look after this.
- Competition clashing with Patrol - October is a busy month for competition so I will probably have to put a call out to patrolling members to help cover families being away for competition.
- Next season I might have a bit more time to look at possibly avoiding clashes.
- Couple of competition patrols that will have to patrol more public holidays instead of weekends.

Blackhead SLSC

Director of Education

Monthly Report – September 2024

**ITEM:**

**1. BHSLSC Endorsed Delegates (ED) in BM/SRC approved by Branch Director of Education for twelve-month period as follows:**

Bronze Medallion/ Surf Rescue Certificate

- Nigel Pegrum
- Anthony Neil
- Ian Marshall
- Kevin Boag

**2. Progress of Bronze Medallion / Surf Rescue Certificate / First Aid course dates 2024.**

- SRC/Bronze - commencement date was Sunday the 8<sup>th</sup> of September 2024. Entry Pool swim and information session conducted.
- Currently 14 candidates enrolled in an intensive course of six Sundays.
- Receiving great assistance from Bronwyn New, Kevin Boag, Kevin Watt and Rob Purcell.
- There may be an opportunity to run a Bronze/SRC course in 2025 if interest increases.
- Require access to vacant club dates to run a Provide First Aid course

**3. Confirmation of trainer / s at BHSLSC and availability to support courses.**

- Kevin Watt and Bronwyn New successful in online TAF training.
- Training continuing.
- SLSNSW have invited me to become a Training Officer Certificate (TOC) facilitator which will (if I am successful) make me able to train and assess potential trainers at our club and Branch.

**4. Skills Maintenance 24/25 season.**

Skills Maintenance (Patrolling members in BM/SRC) have been set to commence from the 28/9/24 to the 31/12/24 inclusive and have been scheduled in the SLS Assessing Application. A few members have been successfully assessed and the App is working well. Assessors and Endorsed Delegates have been notified and will be available for weekend patrols to be assessed for proficiency in their respective BM/SRC awards

Proficiencies in Power craft/ART /First Aid/SMBM will be facilitated by the Branch at a date to be advised.

Submitted by:

**Peter McErlain**

**Director of Education**

**Blackhead SLSC**

**26/9/24**

## BLACK HEAD SLSC SURF SPORTS TEAM MEMBER CODE OF CONDUCT

This policy is used in conjunction with relevant SLSA Policies, including but not limited to:

- *SLSA Policy 6.04 Child Safe*
- *SLSA Policy 6.05 Member Protection*
- *SLSA Policy 6.06 Complaints Resolution*

### PREAMBLE:

This Code of Conduct (Code) outlines the behaviour expected of, and by, Members and persons involved in, and interactions between, all such persons in the Black Head SLSC Surf Sports Team. As part of a Member's commitment to observing this Code of Conduct, each Member must acknowledge their commitment to the Code of Conduct. There may be exceptional situations where the Code does not apply, for example, in an emergency situation. It is crucial however that, where possible, authorisation is sought from the relevant SLS Entity prior to taking action that may contravene the Code or the relevant SLS Entity is advised as soon possible of any incident which may breach the Code. The Code should be followed at all times and by all Members and all people involved in any way with the Surf Sports Team.

### OUR CODE:

Members, coaches, competitors and all people involved in any way with Black Head SLSC Surf Sports Team will:

**A)** Respect the rights, dignity and worth of others—treat others as you would like to be treated

Yourself.

**B)** Be ethical, considerate, fair, courteous and honest in all dealings with other people and Organisations.

**C)** Be professional and accept responsibility for your actions.

**D)** Be aware of and follow at all times, SLS rules, regulations, policies and procedures and promote those laws, standards, rules, policies and procedures to others.

**E)** Raise concerns arising under this Policy through the appropriate channels and report any breaches of the Code or this Policy, in line with the Complaint Resolution Policy via

<http://complaints.sls.com.au/>

**F)** Refrain from any form of Bullying, Abuse, Harassment, Discrimination and Victimisation towards others.

**G)** Provide a safe environment for the conduct of activities in accordance with any relevant SLSA policy.

- H)** Ensure SLS in general and the Black Head SLSC Surf Sports Team is an inclusive environment that is open to all who wish to participate regardless of ability, age, gender, disability, cultural and linguistic background or sexual orientation.
- I)** Provide a safe and nurturing environment for all participating in and surf lifesaving or surf sports activity by actively promoting the principles of equal opportunity, social justice and cultural safety so that all individuals are treated with respect and dignity.
- J)** Show concern, empathy and caution towards others that may be sick or injured.
- K)** Strive to be a positive role model to all.
- L)** Respect and protect confidential information obtained through Surf Lifesaving activities or services; whether individuals and/or organisational information.
- M)** Maintain the required standard of accreditation and/or licensing of professional competencies and qualifications, as applicable to the role(s); including Officiating, Water safety (Bronze medallion) and Working with Children Certification.
- N)** Ensure that any physical contact with others is appropriate to the situation and necessary for the person's skill development.
- O)** Refrain from intimate relations with persons over whom you have a position of authority.
- P)** Maintain a duty of care towards others.
- Q)** Be impartial and accept responsibility for all actions taken.
- S)** Refrain from any form of disparaging comment directed at Black Head Surf Life Saving club, the Black Head SLSC Board of Directors or the Black Head membership group, whether through social media, written form or personal verbal interaction – and direct any concerns and/or complaints through appropriate mechanisms.

## **COMPETITOR ACKNOWLEDGEMENT**

1. The Black Head SLSC Director of Surf Sports, Black Head SLSC Surf Sports Team Managers, Black Head SLSC Coaching Group and the Black Head SLSC Board of Directors will direct all competitors as applicable.
2. Surf Lifesaving is a team environment. Surf Sports have both individual and team elements. It is always expected that competitors will make themselves available for team selection. Team participation is a guiding principle at Black Head SLSC. Once selected in a team, competitors will compete to the best of their ability.
3. All Black Head SLSC Competitors are expected to compete in a fair and honest way, upholding the highest possible sportsmanship. Celebrate victory, be gracious in defeat but foremost try your best.

Competitor's Acknowledgement of the Black Head SLSC Code of Conduct Policy:

**Name:**

**Signature:**

**Date:**

**COACH/PARENT/CARER ACKNOWLEDGMENT**

1. All coaches/parents/carers accept the principals, terms and conditions within this document and will undertake to resolve any issues, which may arise, in good faith and in a manner befitting the standards of Black Head SLSC.
2. All coaches/parents/carers will encourage their children to abide by this Code of Conduct Policy.
3. All coaches/parents/carers shall acknowledge that this is children’s sport, and the primary objective is participation & fun for all.
4. All coaches/parents/carers will not interact with any child in a manner that is or could be perceived to be, threatening intimidatory or detrimental to that child.
5. All coaches/parents/carers will promote the responsible use of social media by all members and competitors.

Parent/Carer Acknowledgement of the Black Head Surf Sports Code of Conduct Policy:

**Name:**

**Signature:**

**Date:**



Busy period for Surf Sports coming up

### Black Head Training Camp

- Black Head Training Camp was held this past weekend. We welcomed participants from Yamba, Byron Bay, Cape Hawke, Pacific Palms. Total of 71 attended. Majority of Byron pulled out on eve of camp which reduced attendance a bit.
- Camp was affected greatly by heavy surf conditions at Black Head beach making the beach unusable. Short notice decision made to move Day 1 to Pacific Palms. Required a big effort by the clubs to get the equipment and participants moved.
- Massive thankyou to Pac Palms SLSC who allowed us use of their club house, kitchen and showers. Moved their patrol, Lent us an IRB and 2X crew members, Their patrol group were awesome ferrying tents and gear up and down the beach in their ATV. Could not have achieved it with out them. Can we get a letter of thanks sent?
- Black Head again was unusable on Day 2 with the camp moving to a flat water session at Shalimar. Gave the participants another 2 hour hit out before they all headed back to Black Head for lunch.
- Massive thankyou to all our club members for their assistance, particularly the lunch team who prepared a great lunch for the group.

### Carnivals

- Weekend of Surf this weekend coming. 20plus Black Head kids attending
- Coolangatta Gold the following weekend with 12 Black Head kids plus a masters relay team attending.

### Levys and comp fees:

- Team members have been notified of requirement to pay training and comp levy this month. Keeping register f payments and level of levy required. Money from this should start rolling in.

### COMMBOX screens:

- 3X Screens are installed and operational. Can now be used to display content. I'm currently doing the online training for the system and will hopefully be a guru in its use shortly. Any of our more technical savvy people should be able to work it out pretty easily. The training is video based.
- Need to organize when/how/who will get the scanning done for the Black Head images from the walls so as they can be displayed on the screens.

Thats all for now,

Ian Marshall  
Dir of Surf Sports

Black Head SLSC



# SLSC PRICE GUIDE

Harry Forsyth: [Harry.Forsyth@budgysmuggler.com.au](mailto:Harry.Forsyth@budgysmuggler.com.au)  
 General Custom Inquiries: [Auscustoms@budgysmuggler.com.au](mailto:Auscustoms@budgysmuggler.com.au)

# 24-25

## Gday!

Adam Linforth here from Budgy Smuggler, Australia's most loved swimwear brand. We are thrilled at the prospect of becoming your official swim and apparel partner in 2024.

We're eager to supply your club with our high quality vibrant swimwear, offering both minimal order requirements and quick fulfillment times, thanks to our Australian-based manufacturing.

For exclusive SLSC club pricing including a bonus offer, please flip over. In the meantime, please reach out to our SLSC manager Harry if you have any questions on what we can offer your club for a successful 24-25 season!



Australian Made Design and Manufacturing. Our design team is located in Brookvale NSW, with our production on the other side of the Harbour Bridge in St Peters, NSW.



Production is 3 weeks from payment. We only require only 50% deposit for orders over \$1000.



No minimum orders across our styles\*  
 If you've run out of a size- no worries, we can also fill your stock gaps!

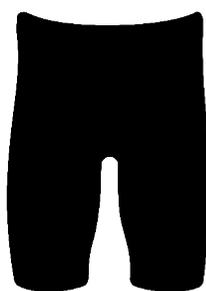
## Our Styles

Mens



28 - 54

Jammers



Adults & Kids

High Cut Racer



6 - 16

Thin Strap



6 - 24

Thick Strap



6 - 24

Sport Set



6 - 24

Boys



0 - 12

Girls



0 - 10



# SLSC PRICE GUIDE

Harry Forsyth: [Harry.Forsyth@budgysmuggler.com.au](mailto:Harry.Forsyth@budgysmuggler.com.au)  
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# 24-25

## 1-50      51-99      100+

<b>Mens Smugglers</b>	<b>\$45</b>	<b>\$40</b>	<b>\$35</b>
<b>Mens Jammers</b>	<b>\$50</b>	<b>\$45</b>	<b>\$40</b>
<b>Unisex Adult Rashvest</b>	<b>\$85</b>	<b>\$75</b>	<b>\$70</b>
<b>Women's Thin Straps</b>	<b>\$65</b>	<b>\$60</b>	<b>\$55</b>
<b>Womens Thick Straps</b>	<b>\$65</b>	<b>\$60</b>	<b>\$55</b>
<b>Women's Sport Separates</b>	<b>\$45</b>	<b>\$40</b>	<b>\$35</b>
<i>(Shelly, Freshwater, Fairlight, Bronte)</i>			
<b>Booty Shorts</b>	<b>\$75</b>	<b>\$65</b>	<b>\$55</b>
<b>Girls One Piece</b>	<b>\$65</b>	<b>\$55</b>	<b>\$45</b>
<b>Boys Briefs</b>	<b>\$40</b>	<b>\$37.50</b>	<b>\$30</b>
<b>Boys Jammers</b>	<b>\$65</b>	<b>\$55</b>	<b>\$45</b>
<b>Unisex Kids Rashvest</b>	<b>\$65</b>	<b>\$55</b>	<b>\$50</b>
<b>Bucket Hat</b>	<b>\$45</b>	<b>\$40</b>	<b>\$35</b>
<b>Scrunchies</b>	<b>\$15</b>	<b>\$12</b>	<b>\$10</b>

No Minimum order however products are heavily discounted for larger purchases. When stock has arrived, as a club you can set your own profit margin and charge what is most appropriate for your members.

*All prices are GST inclusive.*

## Bonus offer!

As a bonus for clubs signing on board with us for the 2024/25 season, we are offering 10 x \$100 vouchers (\$1000 total value) to our website for your club to use as fundraising or as prizes for your members.



# SLSC PRICE GUIDE

Harry Forsyth: [Harry.Forsyth@budgysmuggler.com.au](mailto:Harry.Forsyth@budgysmuggler.com.au)  
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# 24-25

## Sizes Available

<b>Mens Smugglers</b>	<b>28 - 54</b>
<b>Mens Jammers</b>	<b>28 - 38</b>
<b>Unisex Adult Rashvest</b>	<b>S - 2XL</b>
<b>Women's Thin Straps</b>	<b>6 - 22</b>
<b>Womens Thick Straps</b>	<b>6 - 24</b>
<b>Women's Sport Crop</b>	<b>6 - 24</b>
<b>Women's Sport Bottom</b>	<b>6 - 24</b>
<b>Women's Conservative Bottom</b>	<b>6 - 20</b>
<b>Women's Reversible Bottom</b>	<b>6 - 18</b>
<b>Booty Shorts</b>	<b>6 - 20</b>
<b>Girls One Piece</b>	<b>0 - 14*</b>
<i>*0 - 10 in a Thick Strap, 4 - 14 in a Thin Strap</i>	
<b>Boys Briefs</b>	<b>0 - 12</b>
<b>Boys Jammers</b>	<b>4 - 14</b>
<b>Unisex Kids Rashvest</b>	<b>0 - 14</b>



## Debrief and Proposal on all future fundraising activities.

Costs of the evening  
 Prizes: \$4500  
 Food:  
 Bar:  
 Incidentals:

TOTAL COST:

### Feedback following 200 Club “Fundraiser”

- Very enjoyable evening, great enthusiasm.
- We didn’t realise so much was being offered free. I expected to pay for my food and drinks.
- Perhaps some music would be good, like a solo act.
- It was great to have the bar open, but I did come down ready to raise some money for the club.
- Really great job everyone.

(All comments taken from participants on the evening)

### Future Proposal

2024 200 Club fundraiser had some positive outcomes in terms of generating good vibes, but there are areas for improvement to ensure future events are more inclusive and financially successful.

#### **Food Choices:**

Next time, ensure a variety of dietary options to cater to different preferences and restrictions, such as vegetarian, vegan, gluten-free, or those who avoid beef and pork. This will make all guests feel included.

#### **Responsible Service of Alcohol:**

Served responsibly and limits are maintained to keep everyone safe.

#### **Prize Money:**

##### **Reassess Prize Structure:**

Review how much prize money is being allocated and adjust it to a sustainable level. Ensure the prize amounts are attractive but don’t overshadow the main purpose of the event—fundraising for the club.

##### **Set Clear Budget Limits:**

Establish a clear budget for prize money that ensures a healthy profit margin for the event.

**Consider Non-Cash Prizes:**

To reduce the financial burden, you could offer non-cash prizes like sponsored gifts, vouchers.

## Proposal for ALL FUTURE FUNDRAISING EVENTS

### 1. Board Decision-Making Process

- No individual shall make unilateral decisions regarding fundraising events.
- All items for discussion must be presented in a clear, detailed format at a board meeting. Decisions are to be voted on by the board.
- The Primary Organiser will have the authority to adjust or adapt decisions on the day of the event only in the case of an impromptu situation that requires immediate action.

### 2. Continuous Improvement Based on Past Events

- Lessons learned from previous events should inform future decisions. Events from the past should not be replicated verbatim but should evolve in line with current trends and the club's needs.
- This approach ensures that the club adapts and moves forward with modern expectations and requirements.
- All events should be within the confines of the state and federal legislations.

### 3. Variety of Food Options

- A minimum of 2-3 clear food choices must be provided to accommodate different preferences and dietary needs.
- For example, a standard offering could include options like steak, chicken, and sausages, ensuring more inclusivity for attendees.

### 4. Structured Prize Money Distribution

- The amount and quantity of cash prizes must be pre-determined and approved by the board.
- No ad-libbed decisions regarding prize money will be allowed, ensuring the fundraiser remains financially viable while still engaging participants.

This proposal creates a clear, structured approach to future fundraising events, ensuring board oversight, inclusivity, and financial sustainability.