

SURF LIFE SAVING WESTERN AUSTRALIA INC.

Regulations

Amended as of 26 July 2015



INTRODUCTION

These SLSWA Regulations are made under the authority of The Constitution of Surf Life Saving Western Australia Inc. (SLSWA).

The Regulations contain various directions and requirements of SLSWA and are binding on SLSWA and Members of SLSWA. They are to be interpreted in accordance with, and are subject to, The Constitution of SLSWA.

Regulations are made for the dominant purpose of ensuring a safe and fair system or framework within which surf lifesaving may be regulated and conducted.

It should be recognised that SLSWA believes in and operates under strict equity guidelines. Any reference to a person as *he* in this document is meant to read as unisex.

Nothing in the SLSWA Regulations shall conflict with the Constitution, Regulations, Bulletins or policies of Surf Life Saving Australia Ltd (SLSA) or the law. Where conflict may arise, the SLSA Constitution and the law takes precedence.

Similarly, the constitutional documents of affiliated clubs cannot conflict with SLSWA's or SLSA's Constitution, Regulations, Bulletins or policies. Where conflict arises, the SLSA and SLSWA Constitutions take precedence.

The **SLSWA Constitution** is the authority under and through which we govern and manage the business of SLSWA.

The **SLSWA Regulations** (or sometime referred to as by-laws) are the framework within which surf lifesaving is regulated and conducted.

Bulletins issued from time to time are essentially notification, which implement, extend and/or alter a policy, rule or regulation.

SLSWA also makes **policies** from time to time. Such policies formalise SLSWA's position on specific issues and/or details the required procedures considered important to effect competent and prudent management and operations.

The Board also pass **resolutions** from time to time. Resolutions are a procedural means of formalising and recording a decision, rule, policy or position on a specific issue.

Special purpose committees and forums also provide **recommendations** to the Board and Chief Executive Officer to act on. These recommendations are non-binding, but provide a procedural means of formalising and recording advice to the Board or Chief Executive Officer on a specific issue.

SUMMARY OF AMENDMENTS

This summary reflects the amendments to Regulations in accordance with the following SLSWA Board Minutes.

ISSUED	MEETING	MINUTE ITEM NO.	REGULATIONS AMENDED
18 December 2000	Board of Management, 18 December 2000	6.3	Full revision and issue of by-laws (regulations) to align with constitution.
28 May 2001	State Council: General Meeting 12 May 2001	6.1	Part 1: Section 2: Board Portfolios, 'Regulation 2.6 - Strategic and Future Development' of the SLSWA Rules and Regulations is deleted and replaced with 'Regulation 2.6 – Marketing'.
25 June 2001	Board of Directors, 25 June 2001	4.6.2	Part 1, Section 3,4,5 only, New State Officer Structure and terms.
22 January 2002	Board of Directors, 22 January 2002	5.3.1 5.3.3	Part 1: Section 5: Standing Committees, Para 7: Add Emergency Service Committee. Regulation: Part 1: Section 5: Standing Committees, Para 8: Add Remuneration and Audit Committee.
6 May 2002	Board of Directors, 2 May 2002	5.2.1	Part 1: Section 6: Meetings and Management, Para 5: Revise Board of Business and Resources composition and charter.
4 September 2002	Board of Directors, 4 September 2002	5.3	Delete Regulations 3.18, 3.19, 3.20 & 3.21 and amend Regulation 3.5 to read as High Performance Co-ordinator.
2 February 2005	Board of Directors, 1 February 2005	6.1	Full revision and issue of regulations in align with the governance review and constitutional amendments.
14 January 2006	Special General Meeting	6.5	Affiliation of Probationary Clubs
28 June 2007	Board of Directors, 20 June 2007	2.5	Chairman – Education Committee
28 June 2007	Board of Directors, 20 June 2007	4.15	Education Committee
28 June 2007	Board of Directors, 20 June 2007	4.16	Education Club and Member Advisory Forum
28 June 2007	Board of Directors, 20 June 2007	4.7.3 (c) 4.14.1(b) 4.14.2 (a) 4.14.3 (b) 4.14.3 (c)	delete ...'training Manuel review'... delete ...'and education' delete ...'/education'... delete ...'and education' delete ...'and education'...
21 February 2008	Board of Directors, 21 st February 2008	4.3 4.3.1 (b) 4.3.1 (d) 4.3.2 (a) 4.3.3 (b) 4.3.3 (c)	Replace Life Member with Australian Honours
28 October 2009	Board of Directors, 26 th October 2009	3.1 4.5 4.6	Delete...'list of positions & responsibilities' delete delete

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SECTION 1: GOVERNANCE

Regulation 1.1

Governance Policies

The Board fulfils its role by developing and monitoring governance policies which provide direction and boundaries for both its own and the Chief Executive Officer functions. The Board shall develop the following policies:

- a) Governance Process policies; describing the way the Board organises its own work and carries out its governing role.
- b) Board/ Chief Executive Officer Linkage policies; defining the nature of the interrelationship between the Board and the Chief Executive Officer.
- c) Chief Executive Officer Limitations policies; making clear any constraints or limits the Board places on the choice of operational means available to the Chief Executive Officer for the achievement of the Outcomes policies.
- d) Outcomes policies; describing the principal outcomes the Board intends the organisation should achieve. Outcomes policies will include the organisation's core purpose, a statement of core values, a set of strategic goals and more specific key result/outcome statements.
- e) Operational policies; These are developed by the Chief Executive Officer defining day-to-day operational frameworks and guidelines for state officers. All operational policies shall be consistent with the principles, boundaries and definitions espoused in the Board-level policies. The Chief Executive Officer is responsible for the development of all operational policies. All operational policies shall be accessible to all state officers and the Board on request.

Regulation 1.2

Conduct of Meetings

1.2.1 General

- a) The following Rules shall apply to the conduct of all meetings of SLSWA.
- b) The word 'member' shall mean any Member of SLSWA.

1.2.2 Chairman's Authority

- a) Whenever the Chairman rises during debate, the member then speaking shall immediately be silent and resume his seat.
- b) In the case of any remark considered by the Chairman to be offensive or inputting improper motives, the Chairman may call upon a speaker to withdraw such comments and apologise.
- c) The Chairman may call a member to order. If such a member persists in being disorderly, he may call upon such member to withdraw from the meeting.
- d) It shall not be permissible to dispute the Chairman's rulings, or move a motion of dissent from his ruling, on matters of procedure and points or order.
- e) The Chairman shall have the right to excuse non voting members from the meeting on matters of confidentiality.

1.2.3 Rules of Debate

- a) Any member desiring to speak shall stand up and address the Chairman.
- b) If two or more members rise to speak at the one time the Chairman shall decide who is entitled to priority.
- c) The meeting may decide that a particular person shall or shall not be heard, providing that a motion of this nature shall not be debated.
- d) No member shall interrupt another while speaking except to raise a point of order.
- e) No speaker shall digress from the subject under discussion.

- f) No member shall use offensive or unbecoming words.
- g) During the debate a member may raise a point of order whereupon the member then speaking shall resume his seat until the point of order has been decided.
- h) It shall be competent for any member to move a motion of dissent from the Chairman's ruling other than on matters of procedure and points of order. The mover of a motion of dissent shall concisely state his point. The seconder and Chairman only may then speak on the motion.
- i) At any time during the debate, a member may "move that" the question be now "put" provided that the Chairman is satisfied that reasonable time for debate of the original motion has been allowed. The motion shall be put without debate - it need not be seconded. This motion may be applied to an amendment, in which case, the amendment is immediately put to the vote. It shall not be competent for the mover, seconder, or any other person who has spoken to the original motioner amendment to move "that the question be now put."
- j) If carried, the original motion shall be put to the vote without further debate except that the mover thereof shall have the right of reply; if lost, the debate may proceed.
- k) A member may move the adjournment of the debate to a subsequent meeting. If the motion for adjournment is lost, the mover thereof shall not be allowed to speak again on the question under debate.
- l) If carried, the mover shall have the right of resuming the debate at the ensuing meeting and the mover of the original motion shall have the right to reply.

1.2.4 Motions and Amendments

- a) Any member proposing a motion or an amendment shall state its nature before addressing the meeting.
- b) The mover of the motion shall not occupy more than ten minutes nor any other speaker more than five minutes, provided that the meeting may, by resolution, without debate, grant an extension of time to any speaker.
- c) No member may speak more than once to a motion except with the chairman's permission, in explanation or reply, or to ask a question, provided that he may speak again on any amendment to the motion.
- d) The mover of a motion's right of reply shall be exercisable at the end of the debate.
- e) The mover of an original motion must get the consent of his seconder, and the approval of the meeting, before making any alterations to the wording of his motion.
- f) Any member (other than provided for above) may move an amendment to a motion, provided it is not a direct negative of the motion proposed to be amended.
- g) The mover or seconder of a motion may not move or second an amendment to it but may speak on any such amendment.
- h) A particular member may move or second one amendment only to each motion, but may speak on amendments moved by others.
- i) An amendment having been moved, it shall not be competent to move any further amendment, provided that notice may be given of intention to move a further amendment when the previous amendment has been determined. Only one amendment can be considered at the one time.
- j) If there is an indication of more than one amendment to be brought forward, the mover of the original motion may elect to reply at the end of the debate on the first amendment.
- k) The mover of an amendment has no right of reply.
- l) A member who formally seconds a motion or amendment without speaking may speak in support at a subsequent stage of the debate.
- m) Amendments shall be put to the meeting before the motion is put, and shall be committed to the meeting in the order in which they are received.
- n) When an amendment is carried, the motion as amended becomes the motion before the meeting.

- o) Motions and amendments can be withdrawn only when a majority of those present at the meeting consent. A motion for withdrawal is open to debate, which, however must be confined to the matter of withdrawal.
- p) If, after a motion has been determined it is considered in the general interest that the matter should be reopened for discussion before the termination of the same meeting, the meeting may, by unanimous vote, order its recommittal.

1.2.5 Voting

- a) Voting shall be by the voices, or, at the discretion of the Chairman, or at the request of any member, by show of hands or by secret ballot.
- b) Any member, supported by not less than three others, may call for a division, in which case members shall move to the right or left of the Chairman as directed by him.
- c) In the event of a division, any member declining to vote shall elect to retire behind the Chairman or have his vote counted in the negative.
- d) The Chairman may appoint tellers to assist him in counting a vote.

Regulation 1.3

Decisions and Implementation

SLSA structure of State Centres, Branches, Affiliated Clubs, Life Members, Officers and Individual Members requires an incessant stream of decisions and then distribution of those decisions for implementation. The following guidelines shall be adhered to wherever possible.

1.3.1 Decisions

- a) The powers of the Board include governing surf lifesaving in Western Australia in accordance with its mission and objects involving the rights of decision making and may be Constitutional provision direct and/or refer, at its discretion, matters to the Chief Executive Officer or Committees for recommendation or decision.
- b) The Constitution of an affiliated body shall contain directions as to the authority of any decision making body or individual.
- c) If a referral to a body does not come within the documented authority of such body then the Terms of Reference shall include a direction to either:
 - i. Recommend a solution to the referring body.
 - ii. Refer the matter elsewhere.
 - iii. Put the matter on hold.
- d) Any decision taken at any meeting shall be clearly documented in the minutes or report of such meeting with a clear indication that the matter was either:

i. Carried	Final process and activate.
ii. Endorsed	Final process of an active subject.
iii. Resolved	Pursue a course of action.
iv. Recommended	Consider further action.
v. Noted	Formal acknowledgment.

1.3.2 Implementation

- a) Communication of decisions and their subsequent implementation shall be effected by printed copy dispatched by mail or electronic media utilising the following titles and standards of information:
- i. Minutes:
Issued to inform on proceedings at General, Board or Committee meetings with a clear documentation of decisions reached.
 - ii. Bulletins:
Issued to implement, extend and/or alter a policy, rule or regulation.
 - iii. Circulars:
Issued to inform, update and/or stimulate policy matters, regulations, appointments or coming events.
 - iv. Reports:
Issued to summarise and disclose information which has resulted from specific committees or individual investigations.
 - v. News Release:
Issued to relate matters of internal or external importance.
 - vi. Memoranda:
Issued to discuss or clarify individual issues.

SECTION 2: PORTFOLIOS AND COMMITTEE CHAIRMEN

Regulation 2.1 Deputy President

2.1.1 Appointment, Role and Authority

- a) This position is constituted by Part V, Para 22.2 of the SLSWA Constitution.
- b) The Board shall appoint, at any time, one of its members to act as Deputy President.
- c) The Deputy President shall in the absence of the President preside at all meetings of SLSWA and other functions, and while so presiding shall have all powers appertaining to the President.

Regulation 2.2 Chairman - Lifesaving Committee

2.2.1 Appointment

- a) This position is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) The Board shall appoint the Chairman in May in each odd year.
- c) The Chairman may be re-appointed.
- d) Expressions of interest shall be called.
- e) The Board may at any time revoke the appointment.

2.2.2 Role and Authority

- a) His role is to chair the Lifesaving Committee and Lifesaving Club and Member Advisory Forum.
- b) The position does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- c) The position reports to the Chief Executive Officer.

2.2.3 Responsibilities

- a) Convene a Lifesaving Committee and Lifesaving Club and Member Advisory Forum at least twice per year or as required.
- b) Chair the Lifesaving Committee and Lifesaving Club and Member Advisory Forum.
- c) Advise the Board and Chief Executive Officer upon reports and recommendations received from the Lifesaving Committee, officers, members and other forums.
- d) Be SLSWA's representative on the SLSA Board of Lifesaving.
- e) Provide feedback to the committee on national matters.
- f) Input into the strategic direction of SLSWA.

Regulation 2.3 Chairman - Sports Committee

2.3.1 Appointment

- a) This position is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) The Board shall appoint the Chairman in May in each odd year.
- c) The Chairman may be re-appointed.
- d) Expressions of interest shall be called.
- e) The Board may at any time revoke the appointment.

- 2.3.2 Role and Authority
- a) His role is to chair the Sports Committee and Sport Club and Member Advisory Forum.
 - b) The position does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
 - c) The position reports to the Chief Executive Officer.
 - d) Provide feedback to the committee on national matters.
- 2.3.3 Responsibilities
- a) Convene a Sports Committee and Sport Club and Member Advisory Forum at least twice per year or as required.
 - b) Chair the Sport Development Committee and Sport Club and Member Advisory Forum
 - c) Advise the Board and Chief Executive Officer upon reports and recommendations received from the Sport Development Committee, officers, members and other forums.
 - d) Be SLSWA's representative on the SLSA Surf Sports Advisory Forum.
 - e) Provide feedback to the committee on national matters.
 - f) Input into the strategic direction of SLSWA.

Regulation 2.4

Chairman - Development Committee

- 2.4.1 Appointment
- a) This position is constituted by Part VI, Para 28 of the SLSWA Constitution.
 - a) The Board shall appoint the Chairman in May in each odd year.
 - a) The Chairman may be re-appointed.
 - a) Expressions of interest shall be called.
 - a) The Board may at any time revoke the appointment.
- 2.4.2 Role and Authority
- a) His role is to chair the Development Committee and Youth Club and Member Advisory Forum.
 - b) The position does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
 - c) The position reports to the Chief Executive Officer.
- 2.4.3 Responsibilities
- a) Convene a Development Committee and Youth Club and Member Advisory Forum at least twice per year or as required.
 - b) Chair the Development Committee and Youth Club and Member Advisory Forum
 - c) Advise the Board and Chief Executive Officer upon reports and recommendations received from the Development Committee, officers, members and other forums.
 - d) Be SLSWA's representative on the SLSA Youth Development Committee.
 - e) Provide feedback to the committee on national matters.
 - f) Input into the strategic direction of SLSWA.

Regulation 2.5

Chairman - Education Committee

- 2.5.1 Appointment
- a) This position is constituted by Part VI, Para 28 of the SLSWA Constitution.
 - b) The Board shall appoint the Chairman in May in each odd year.
 - c) The Chairman may be re-appointed.
 - d) Expressions of interest shall be called.
 - e) The Board may at any time revoke the appointment.

2.5.2 Role and Authority

- a) His role is to chair the Education Committee and Education Club and Member Advisory Forum.
- b) The position does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- c) The position reports to the Chief Executive Officer.

2.5.3 Responsibilities

- a) Convene an Education Committee and Education Club and Member Advisory Forum at least twice per year or as required.
- b) Chair the Education Committee and Education Club and Member Advisory Forum
- c) Advise the Board and Chief Executive Officer upon reports and recommendations received from the Education Committee, officers, members and other forums.
- d) Provide feedback to the committee on national matters.
- e) Input into the strategic direction of SLSWA.

SECTION 3: OFFICERS

Regulation 3.1 Appointment and Duties of Officers

The Chief Executive Officer may, in consultation with the Board, employ staff and appoint honorary officers as deemed necessary or appropriate from time to time.

Each position shall have a clearly defined job description.

Expressions of interest may be called from interested persons in being appointed, as and when required.

Where appropriate positions will subject to SLSWA member screening policies.

Such appointments shall be for such period and on such conditions as the Board has authorised under Part V of the SLSWA Constitution specifically Para 27.4 and Part VI of the SLSWA Constitution specifically Para 28.

SECTION 4: STANDING COMMITTEES

Authorisation of Committees

Standing and/or Special Purpose Committees are appointed from time to time and are authorized under Part VI of the SLSWA Constitution and specifically Para 28. Special Purpose Committees carry out duties and functions determined by the Board, and when necessary may co-opt the services of other personnel to assist in their functions.

Expressions of interest may be called from members interested in being appointed to committees, panels or taskforces, as and when required.

Regulation 4.1 Appointments and Remuneration Committee (3)

4.1.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to advise the Board on staff remuneration conditions, appointments and performance of the Chief Executive Officer and senior executives
- c) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- d) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- e) The committee reports to the Board.

4.1.2 Composition

- a) The committee shall comprise the State President as Chairman, Deputy President and one other Board Member.
- b) The committee, when in session, shall have a minimum of three committee members.
- c) Any Board Member may attend meetings as a visitor.
- d) The Board shall appoint committee members as and when required.

4.1.3 Responsibilities

- a) Convene at least once per year or as required by the Chairman, or as decided by committee members.
- b) Recommend the appointment of the Chief Executive Officer to the Board.
- c) Review and report to the Board on the proposed remuneration strategy and package for the Chief Executive Officer and senior executives.
- d) Ensure adequate human resource levels within the organisation.
- e) Report committee meetings, including any determinations and recommendations, to the Board.

Regulation 4.2 Audit Committee (3)

4.2.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to establish and assess adequate systems of internal control, management of business risks and safeguard of assets.
- c) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- d) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- e) The committee reports to the Board.

- 4.2.2 Composition
- a) The committee shall comprise three Board Members.
 - b) The committee, when in session, shall have a minimum panel of three committee members.
 - c) Any Board Member may attend meetings as a visitor.
 - d) The Board shall appoint committee members, and its Chairman as and when required.

- 4.2.3 Responsibilities
- a) Convene at least once per year or as required by the Chairman, or as decided by committee members.
 - b) Oversee the reliability and integrity of accounting policies, financial reporting and disclosure practices.
 - c) Provide advice to the Board on the matter of financial statements, financial systems integrity and business risks.
 - d) Monitor compliance with applicable laws, regulations and organisational policy.
 - e) Report committee meetings, including any determinations and recommendations, to the Board.

Regulation 4.3

Australian Honours and Awards Committee (3)

- 4.3.1 Role and Authorities
- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
 - b) Its role is to make recommendations for Australian Honours, SLSA and SLSWA Life Membership, induction into various Halls of Fame, and other related awards.
 - c) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
 - d) The committee does not have the authority or power to make decisions binding on SLSWA, except where specifically stated or commit SLSWA to expenditure.
 - e) The committee is responsible to the Chief Executive Officer.

- 4.3.2 Composition
- a) The committee shall comprise a chairman and a minimum of three appointed persons who shall have the experience necessary to assess recommendations for Australian Honours and the various surf life saving Awards
 - b) The committee, when in session, shall have a minimum of three committee members.
 - c) The Board shall appoint the Chairman and committee members in May of each odd year based upon the criteria stated in (a), expertise and merit with due consideration to geographic and technical knowledge.

- 4.3.3 Responsibilities
- a) Convene as required by the Chairman, or as decided by committee members.
 - b) Using criteria outlined in these regulations and SLSWA Guidelines for Australian Honours and other Awards, regularly review the achievements of members who have rendered outstanding service to surf life saving and make recommendations on behalf of individual members for Australian Honours, SLSA and SLSWA Life Membership, induction into various Halls of Fame, and other related awards.
 - c) With the exception of nominations for Australian Honours which shall be approved by the Chairman of the Australian Honours and Awards Committee, all recommendations shall be forwarded to the SLSWA Board for endorsement.

- d) Report committee meetings, including any determinations and recommendations, to the Chief Executive Officer.

Regulation 4.4

Judiciary Committee (3)

4.4.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to deal with disciplinary matters referred to it by the Board or Chief Executive Officer.
- c) Proceedings commenced shall be in accordance with those defined in the SLSA and SLSWA Rules and Regulations.
- d) The committee may be required to act within specific Terms of Reference, and on such terms, and for such purpose as required.
- e) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- f) The committee is responsible to the Chief Executive Officer but shall report its findings to the Board.

4.4.2 Composition

- a) The committee shall comprise a Chairman and two appointed persons.
- b) The committee, when in session, shall have a minimum of three committee members.
- c) The Board shall appoint the Chairman and committee members as and when required based upon expertise and merit with due consideration to geographic and technical knowledge.

4.4.3 Responsibilities

- a) Convene as required by the Board or Chief Executive Officer.
- b) Act within specific Terms of Reference outlined by the Board or Chief Executive Officer.
- c) Act in accordance with those defined in the SLSA and SLSWA Rules and these Regulations.
- d) Report committee meetings, including any determinations and recommendations, to the Board, via the CEO.
- e) For the purpose of appeal the Board or Chief Executive Officer may convene an Appeals Committee.

Regulation 4.5

Lifesaving Committee (7)

4.5.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to advise the Chief Executive Officer on standards, policy and procedures relating to water safety, patrols, training and assessment.
- c) The committee Chairman shall represent SLSWA on the SLSA Board of Lifesaving.
- d) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- e) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- f) The committee is responsible to the Chief Executive Officer.

4.5.2 Composition

- a) The committee shall comprise a Chairman, the Chief Executive Officer (or his nominee), and a minimum of five additional appointed persons representing a cross section of lifesaving and education training officers, assessors, patrols and junior activities.
- b) The committee, when in session, shall have a minimum of four committee members.

- c) The Board shall appoint the Chairman and committee members in May of each odd year based upon expertise and merit with due consideration to geographic and technical knowledge.

4.5.3 Responsibilities

- a) Convene as required by the Chairman, or as decided by committee members.
- b) Engage club and member consultation through specific special interest panels, forums and other means.
- c) Develop, monitor and review assessor standards and assessment procedures, patrol obligations, efficiency, compliance and standards, water safety policies and equipment specifications.
- d) Undertake research and development activities as required.
- e) Provide feedback to the committee Chairman matters to be raised at the SLSA Board of Lifesaving.
- f) Consider nominations for appropriate recognition awards as forwarded from the Chief Executive Officer.
- g) Assist deliver the strategic directions of SLSWA.
- h) Receive administrative support from the Chief Executive Officer.
- i) Report committee meetings, including any determinations and recommendations, to the Chief Executive Officer.

Regulation 4.6

Sports Committee (7)

4.6.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to advise the Chief Executive Officer on plans and activities to develop sport for members and the community to encourage a pathway of introduction, development, performance and excellence.
- c) The committee Chairman shall represent SLSWA on the SLSA Surf Sport Advisory Forum.
- d) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- e) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- f) The committee is responsible to the Chief Executive Officer.

4.6.2 Composition

- a) The committee shall comprise a Chairman, the Chief Executive Officer (or his nominee), and a minimum of five additional appointed persons representing a cross section of surf lifesaving sport such as junior activities, competition officials, masters, open athletes and coaches.
- b) The committee, when in session, shall have a minimum of four committee members.
- c) The Board shall appoint the Chairman and committee members in May of each odd year based upon expertise and merit with due consideration to geographic and technical knowledge.

4.6.3 Responsibilities

- a) Convene as required by the Chairman, or as decided by committee members.
- b) Engage club and member consultation through specific special interest panels, forums and other means.
- c) Review to improve pathway development policies, special event/carnival design, programming, sanctioning and scheduling, coaching accreditation and development, and competition official accreditation, appointment, mentoring and development.
- d) Undertake research and development activities as required.
- e) Provide feedback to the committee Chairman matters to be raised at the SLSA Surf Sports Forum.

- f) Consider nominations for appropriate recognition awards as forwarded from the Chief Executive Officer.
- g) Assist deliver the strategic directions of SLSWA.
- h) Receive administrative support from the Chief Executive Officer.
- i) Report committee meetings, including any determinations and recommendations, to the Chief Executive Officer for consideration.

Regulation 4.7

Development Committee (7)

4.7.1 Roles and Authorities

- a) The committee is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to advise the Chief Executive Officer on member leadership and development plans and activities.
- c) The committee Chairman shall represent SLSWA on the SLSA Youth Development Committee.
- d) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- e) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- f) The committee is responsible to the Chief Executive Officer.

4.7.2 Composition

- a) The committee shall comprise a Chairman, the Chief Executive Officer (or his nominee), and a minimum of five additional appointed persons.
- b) The committee, when in session, shall have a minimum of four committee members.
- c) The Board shall appoint the Chairman and committee members in May of each odd year based upon expertise and merit with due consideration to geographic and technical knowledge.

4.7.3 Responsibilities

- a) Convene as required by the Chairman, or as decided by committee members.
- b) Engage club and member consultation through specific special interest panels, forums and other means.
- c) Review education programs, leadership and development policies and activities.
- d) Undertake research and development activities as required.
- e) Provide feedback to the committee Chairman matters to be raised at the SLSA Board of Development and SLSA Youth Development Committee.
- f) Considers nominations for appropriate recognition awards as forwarded from the Chief Executive Officer.
- g) Assist deliver the strategic directions of SLSWA.
- h) Receive administrative support from the Chief Executive Officer.
- i) Report committee meetings, including any determinations and recommendations, to the Chief Executive Officer.

Regulation 4.8 Club President's Forum

4.8.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Board and Chief Executive Officer of club viewpoints on various national and state issues.
- c) This forum does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.

4.8.2 Composition

- a) The forum shall comprise the State President as Chairman, Chief Executive Officer, Chairmen of the Lifesaving, Sport and Development committees, and the Club President from each club.

4.8.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of national and state decisions at the member level.
- c) Discuss issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to clubs, the Board and Chief Executive Officer.
- e) Receive administrative support from the Chief Executive Officer.

Regulation 4.9 Sport Club and Member Advisory Forum

4.9.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Sports Committee on club viewpoints on various operational issues relating to sport.
- c) This forum does not have the authority or power to make binding decisions on SLSWA or commit SLSWA to expenditure.

4.9.2 Composition

- a) The forum shall comprise the Chairman – Sports Committee, Chief Executive Officer (or his nominee), and a sport representative from each club.
- b) Individual members may also attend forums.

4.9.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of operational decisions at the member level in the area of sport.
- c) Discuss sport issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to clubs and the Sports Committee.
- e) Receive administrative support from the Chief Executive Officer.

Regulation 4.10

Development and Member Advisory Forum

4.10.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Development Committee on club viewpoints on various operational issues relating to member development.
- c) This forum does not have the authority or power to make binding decisions on SLSWA or commit SLSWA to expenditure.

4.10.2 Composition

- a) The forum shall comprise the Chairman –Development Committee, Chief Executive Officer (or his nominee), and a development representative from each club.
- b) Individual members may also attend forums.

4.10.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of development activities and operational decisions at the member level.
- c) Discuss member development issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to the clubs and the Development Committee.
- e) Receive administrative support from the Chief Executive Officer.

Regulation 4.11

Administration and Member Advisory Forum

4.11.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Chief Executive Officer on club viewpoints on various operational issues relating to club administration and finance, sponsorships, fundraising and facilities.
- c) This forum does not have the authority or power to make binding decisions on SLSWA or commit SLSWA to expenditure.

4.11.2 Composition

- a) The forum shall comprise the Chairman as Chief Executive Officer (or his nominee), and an administration representative from each club.
- b) Individual members may also attend meetings.

4.11.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of operational decisions at the member level in the areas of administration and marketing.
- c) Discuss administration and marketing issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to the clubs and the Chief Executive Officer.
- e) Receive administrative support from the Chief Executive Officer.

Regulation 4.12

Lifesaving and Member Advisory Forum

4.12.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Lifesaving Committee on club viewpoints on various operational issues relating to lifesaving.
- c) This forum does not have the authority or power to make binding decisions on SLSWA or commit SLSWA to expenditure.

4.12.2 Composition

- a) The forum shall comprise the Chairman – Lifesaving Committee, Chief Executive Officer (or his nominee), and a lifesaving representative from each club.
- b) Individual members may also attend meetings.

4.12.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of affiliated clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of operational decisions at the member level in the areas of lifesaving.
- c) Discuss lifesaving issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to the clubs and the Lifesaving Committee.
- e) Receive administrative support from the Chief Executive Officer.

Regulation 4.13

Education Committee

4.13.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to advise the Chief Executive Officer on member education plans and activities.
- c) The committee Chairman shall represent SLSWA on the SLSA Lifesaving Committee and shall make representation on issues pertaining to educational issues.
- d) The committee shall have the authority to co-opt the services of other persons to provide advice and assistance on specific matters from time to time.
- e) The committee does not have the authority or power to make decisions binding on SLSWA or commit SLSWA to expenditure.
- f) The committee is responsible to the Chief Executive Officer.

4.13.2 Composition

- a) The forum shall comprise the Chairman, the Chief Executive Officer (or his nominee), and a minimum of five additional appointed persons.
- b) The committee, when in session, shall have a minimum of four committee members.
- c) The Board shall appoint the Chairman and committee members in May of each odd year based on expertise and merit with due consideration to geographic and technical knowledge.

4.13.3 Responsibilities

- a) Convene as required by the Chairman, or as decided by committee members.
- b) Engage club and member consultation through specific special interest panels, forums and other means.
- c) Review education programs, policies and activities.
- d) Undertake research and development activities as required.
- e) Provide feedback to the committee Chairman, matters to be raised at the SLSA Board of Lifesaving.
- f) Consider nominations for appropriate recognition awards as forwarded from Chief Executive Officer.
- g) Assist and deliver the strategic directions to SLSWA.
- h) Receive administrative support from the Chief Executive Officer.
- i) Report committee meetings, including any determinations and recommendations, to the Chief Executive Officer for consideration.

Regulation 4.14

Education and Member Advisory Forum

4.14.1 Roles and Authorities

- a) The forum is constituted by Part VI, Para 28 of the SLSWA Constitution.
- b) Its role is to discuss and advise the Education Committee on club viewpoints on various operational issues relating to education.
- c) This forum does not have the authority or power to make binding decisions on SLSWA or commit SLSWA to expenditure.

4.14.2 Composition

- a) The forum shall comprise the Chairman – Education Committee, Chief Executive Officer (or his nominee), and an education representative from each club.
- b) Individual members may also attend meetings.

4.14.3 Responsibilities

- a) Convene at least twice per year, or whenever the Chairman thinks fit, or on the Chief Executive Officer receipting a requisition in writing of 25% of affiliated clubs. The requisition from clubs for a meeting shall state the object(s) of the meeting, shall be signed by the members making the requisition and be sent to the Chief Executive Officer. A meeting shall be convened within 21 days of receiving such request.
- b) Provide feedback on the impact of operational decisions at the member level in the areas of lifesaving and education.
- c) Discuss education issues of concern to clubs.
- d) Report meeting discussions, including any determinations and recommendations, to the clubs and the Education Committee.
- e) Receive administrative support from the Chief Executive Officer.

SECTION 5: MEMBERSHIP

Regulation 5.1

Restriction on Membership

In relation to membership restriction the following shall apply:

- a) A non-financial, suspended, excluded or expelled member of a club shall not knowingly apply to join another Affiliated Club nor shall a club knowingly admit, accept or retain in membership any past or present member of any other club who is indebted to in any way, or is currently suspended or expelled from any club.
- b) A club shall immediately provide to SLSWA the names and addresses of members who have had their membership cancelled or suspended and such information, including the period of suspension/cancellation of membership shall be set out in a register provided for that purpose.
- c) Should a member of more than one club be suspended or expelled by any club they shall not be allowed to compete in competition for any other club of which they are a member or in any other club competition or in any other SLSA/SLSWA competition, while under suspension or expulsion.
- d) Any dispute/s shall be referred to SLSWA for resolution.

Regulation 5.2

Membership Categories

The philosophy of SLSA is to establish and recruit members for participation in active surf lifesaving duties and in relation to membership categories of SLSA each Affiliated Club should provide for the types of membership and minimum qualification as determined by SLSA.

Regulation 5.3

Dual Membership

Dual or multi-club membership shall be per SLSA regulations.

Regulation 5.4

Voting Rights

Membership voting rights of Affiliated Clubs shall be limited to Active, Reserve Active, Long Service and Life Members.

Regulation 5.5

Membership Clearances

Any member, who desires to join another Affiliated Club but still retain membership of his existing Affiliated Club(s), or any person who has ceased to be a member of an Affiliated Club, shall do so in accordance with SLSA regulations.

Regulation 5.6

Competitive Rights Transfers

A member of an Affiliated Club who desires to transfer competitive rights to another Affiliated Club during the currency of a competition season may do so under the conditions as issued by SLSA from time to time.

Regulation 5.7

State Life Membership

- a) Life Membership of Surf Life Saving WA can be awarded to members who have given twelve (12) years of outstanding service; or have provided consistent service and dedication over a period of not less than fifteen (15) years.
- b) There are many contributions a member can make to the State and all of these must be recognised. A nominee must gain a majority endorsement of the Australian Honours and Awards Committee (AHAC) and respective club endorsement before being submitted to the Board for consideration and approval.
- c) The AHAC must recognise the number and types of positions held by the member over the period and take into the demands of these positions. The AHAC must recognise the involvement of a member in the areas, of lifesaving, education, competition and administration.
- d) A State/National representative competitive record should be recognised as should the assistance to support other Clubs in the area of coaching and development.
- e) A nomination submitted to the AHAC, which is unsuccessful, shall be carried forward and updated prior to review each succeeding year.
- f) To ensure continuity, the Chairman of the AHAC shall keep a current and ongoing record of all nominations submitted.

Regulation 5.8 **SLSWA Awards for Service/Support**
Awards of Service or Support may be granted to a member, non-member or company or group who have contributed outstanding service or support to SLSWA as seen fit by the Board. This may include but not limited to Awards of Excellence and Citation of Merit.

Regulation 5.9 **SLSA Awards for Service/Support**
Members of SLSWA may be eligible for SLSA awards for service, bravery, and innovation. Refer to SLSA regulations for eligibility and procedure for nomination.

Regulation 5.10 **Member Protection**
All members shall immediately report any suspected breaches of the SLSWA Member Protection or Equity policies, or Codes of Conduct to the appropriate authority or as per SLSWA and SLSA policies.

Regulation 5.11 **Visits and Tours**
In relation to visits and tours by SLSA individual members or teams who shall include all persons who travel with or under the arrangements made by the SLSA, State Centre, Branch or Affiliated Club shall do so in accordance with SLSA regulations.

Regulation 5.12 **Non-Political and Non-Sectarian Policy**

In relation to political and sectarian activities the following shall apply:

- a) The SLSWA shall be strictly non-political and non-sectarian and no Individual Member of SLSWA shall directly or indirectly allow any subject bearing on politics or religion to be introduced or discussed at any meeting under its control or in any premises or place under its control either permanently or temporarily.
- b) No Individual Member of the SLSWA (as such a member) shall:
 - i) Publicly participate in any political gathering or meeting.
 - ii) In any publication or on televisions, film or radio or like production, or in any other manner express an opinion or belief which supports or tends to support or discredits or tend to discredit any political or religious party, activity or belief.
 - iii) At any time publicly profess or claim to represent the view or belief of the SLSWA or any part thereof or members thereof.
 - iv) Draw a comparison or compare the discipline, procedures or activities of the SLSWA or any part thereof with any political or religious activity, body or organisation.

SECTION 6: RULES AND PROCEDURES

Regulation 6.1

Country Club Definition

The definition of metropolitan and country clubs is critical when applying competition subsidies, fees and other administrative requirements. To ensure a self-perpetuating definition as the metropolitan area expands the following applies:

“A country club is defined as one whose clubrooms (or planned for clubrooms) attracts an STD call rate from the metropolitan area.”

Regulation 6.2

SLSWA Colours, Badges and Blazers

- a) The colours of SLSWA shall be black and gold.
- b) The official badge of SLSWA shall be as illustrated in the annexure to these Regulations.
- c) The SLSWA blazer shall be of black material without trimmings and shall have on the breast pocket the official badge of SLSWA. Any alterations, additions or wording on the blazer shall be prohibited unless allowed by resolution of the Board.
- d) Only Honorary Officers, Examiners and Accredited Competition Officials of SLSA, Life Members, Board Members and staff of SLSWA, and such other persons who have rendered distinguished service to SLSWA, shall be eligible to wear the badge of SLSWA on the blazer pocket.
- e) Applicants for permission to wear the SLSWA blazer and badge must be made to the Board, which, if approving, shall issue the necessary authority.

Regulation 6.3

Club Colours, Badges and Competition Cap

- a) Each new Affiliated Club shall apply to SLSWA to register its proposed colours, badge and competition cap design, which shall be subject to the endorsement of SLSWA and the approval of the Australian Council.
- b) Existing Affiliated Clubs' colours, badges and competition cap design shall not be altered without re-endorsement of SLSWA and the approval of the Australian Council.
- c) Initial registration of colours, badges and competition cap design is subject to payment of a fee, as is each additional registration. The registration fee shall be as determined from time to time by the Board.

Regulation 6.4

SLSA Manuals and Bulletins

SLSA may publish Manuals and Bulletins, and SLSWA may publish Bulletins considered desirable for the promotion of its objects. All such current Manuals and Bulletins shall be deemed to be part of these Regulations.

Regulation 6.5

Affiliation - Probationary Clubs

- a) Subject to the SLSWA Constitution and these Regulations a Probationary Club is considered a Member of SLSWA as defined in Part 1 – Interpretation and in accordance with the requirements as stated at Part III – Membership Clause 5.
 - (i) Applications for Probationary Club status may be accepted or rejected by the SLSWA Board based on merit.
 - (ii) Where the SLSWA Board endorses an application, the recommendation for endorsement shall be forwarded to the next available General Meeting for consideration and to be endorsed/not endorsed.
- b) A Probationary Club shall:
 - (i) Be required to enter into a Patrol Service Agreement within an appropriate timeframe as determined by the SLSWA Board;
 - (ii) Not have voting rights at Annual General Meetings or General Meetings but will otherwise be bound by membership requirements, and entitled to membership benefits, under the SLSWA Constitution;
 - (iii) Have their Probationary Club and affiliation status removed where they are unable to fulfill their obligations as determined

SECTION 6: RULES AND PROCEDURES

(c) If during the probationary period the club is unable to continue due to financial, economic or lack of membership, SLSWA shall coordinate the disposal of any equipment and funds owned by the club.

SECTION 7: GRIEVANCES, JUDICIAL AND DISCIPLINE

Regulation 7.1

GRIEVANCE PROCEDURES

Where a member of an Affiliated Club has a grievance arising from their respective involvement in surf lifesaving, whatever that may be, with another such member of the Association, and that member considers the grievance warrants investigation and action by SLSWA the member shall follow the following procedure.

7.1.1 Grievance Officer

- a) The member shall provide in writing a detailed account of their grievance to the Chief Executive Officer (CEO)..
- b) Upon consideration of their grievance(s), where the CEO considers the matter warrants further investigation, the CEO shall appoint and investigate an investigating officer. Where the CEO does not consider the matter warrants further investigation, the reasons for this decision shall be provided to the member concerned.
- c) All grievances shall be carried out in a confidential manner.

7.1.2 Action by the Investigating Officer

- a) Where the SLSWA Investigating Officer has received a grievance he shall, as soon as practicable, meet with, or discuss the grievance with the aggrieved party. The SLSWA Grievances Officer may take whatever steps and conduct whatever investigations necessary to determine the grievance is legitimate.
- b) Where the Investigating Officer determines the grievance is legitimate they shall take all reasonable steps to resolve the grievance. All attempts to resolve the grievance shall be undertaken within a reasonable timeframe.
- c) Where the Investigating Officer determines the grievance is not legitimate, after discussion and confirmation with the CEO, they shall advise the aggrieved member accordingly and convey the reasons for their determination.
- d) Where the Investigating Officer is of the opinion that the nature of the grievance is of a very serious nature that should be forwarded to the Judiciary Committee for consideration the Investigating Officer will convey this to the SLSWA through the SLSWA CEO.
- e) All grievances received by the Investigating Officer, and all information surrounding the circumstances of a grievance which is discovered by the Investigating Officer on investigation shall be confidential and may be communicated only to the Chief Executive Officer or the Board.

Regulation 7.2

Judiciary Matters

Judiciary regulations are authorised under Parts III, para 11.1(b) of the SLSWA Constitution and shall be conducted in accordance as per SLSA regulations.

Regulation 7.3

Carnival Disputes

Carnival disciplinary matters will be conducted in accordance as per SLSA manuals and regulations.

SECTION 8: COMPETITIONS

Regulation 8.1

SLSWA Carnivals and Competitions

- a) Rules for the conduct, control and management of carnivals and competitions will be promulgated by Bulletins issued pursuant to these Rules & Regulations.
- b) Rules for adjudication of protests and disputes relating to carnivals and competitions are contained in SLSWA Constitution, Rules & Regulations and relevant Manuals of SLSA.
- c) Rules provided for in (a) and (b) are documented in the current edition of the SLSA Competition Manual and Bulletins issued from time to time.

Regulation 8.2

Competitive Rights, Obligations and Qualifications

In relation to trophies, prizes whether cash or kind and the eligibility of individual member/s representing a section of SLSWA to compete for or accept such trophies or prizes shall be in accordance with SLSWA regulations, policies or bulletins issued from time to time.

Regulation 8.3

International, National and Interstate Competitions and Championships

Affiliated clubs may enter individual members in appropriate competitions and events as organised from time to time, in accordance with the requirements issued by International Life Saving and SLSA.

Regulation 8.4

State Championships

Affiliated clubs may enter individual members in any or all of the various State Championships, competitions and events listed below, under the auspices of SLSWA in accordance with the requirements issued by SLSWA.

- 8.4.1 WA Surf Lifesaving Championships
 - a) R & R Events
 - b) Beach Events
 - c) Water Events
 - d) Board & Ski Events
 - e) Surf Boat Events
 - f) Champion Lifesaver
 - g) Champion Patrol
 - h) First Aid Championship
- 8.4.2 WA Masters Surf Lifesaving Championships
- 8.4.3 WA Junior Surf Lifesaving Championships
- 8.4.4 WA Country Club Surf Lifesaving Championships
- 8.4.5 WA IRB Surf Rescue Championships

Regulation 8.5

Interclub Competitions

Affiliated clubs may enter individual members in any or all of the various interclub competitions and events under the auspices of SLSWA in accordance with the requirements issued by SLSWA.

Regulation 8.6

Special Events

SLSWA or Clubs hosting or providing water safety for special events shall do so in accordance with the requirements/policies issued by SLSWA and SLSA.

SECTION 9: LIFESAVING

Regulation 9.1

Patrol Obligation/Exemption Policy

Patrol obligations and exemptions shall be in accordance with in accordance with the requirements issued by SLSA and/or SLSWA.

Regulation 9.2

Patrol Service Agreement

The primary role of each affiliated Club is to patrol the beach or beaches under its jurisdiction in accordance with the Patrol Service Agreement negotiated annually with SLSWA.

The Patrol Service Agreement shall be negotiated and agreed upon as soon as practical following the State AGM. Until such agreement is reached the standard conditions for patrols as outlined in this regulation shall apply.

The agreement shall be negotiated between relevant Club Officers and State Officer(s) as authorised by the Chief Executive Officer.

Regulation 9.3

Core Patrol Schedule

Each Patrol Service Agreement shall outline as a minimum:

- Area of Operation
- Duration of patrol season
- Hours of Operation
- Patrol Strength
- Patrol Resources
- Method of Operation

Unless otherwise agreed within the terms of the Patrol Service Agreement, the following conditions shall apply:

9.3.1 Area of Operation

Outer limits of patrol area responsibility shall be deemed by the Patrol Captain of the time.

9.3.2 Duration of patrol season

Unless otherwise agreed within the terms of the Patrol Service Agreement, Clubs will commence patrols on the first Sunday in October and conclude on the last Sunday of March, except Broome SLSC who will commence patrols on the first Sunday in May, and conclude on the last Sunday in September.

9.3.4 Hours of Operation

Patrol are to be conducted over Saturday, Sunday and public holidays within the patrol season.

Unless otherwise agreed within the terms of the Patrol Service Agreement, Clubs will be required to operate between the hours of 9.00am to 5.00pm.

9.3.5 Patrol Strength

Unless otherwise agreed within the terms of the Patrol Service Agreement, the absolute minimum patrol strength will be 2 qualified proficient SLSA Bronze Medallion holders, of whom at least 1 shall be experienced.

9.3.6 Patrol Resources

Unless otherwise agreed within the terms of the Patrol Service Agreement, the following minimum resources shall be employed and be fully operational during patrol hours.

Patrol Shelter: IRB (including relevant area signs), rescue tube, rescue board, portable first aid kit, whistle, blanket, stretcher, signal flags, oxy-viva, loud hailer.

Lookout Tower: Binoculars, signal flags, shark flag, siren.

The red and yellow patrol area flags shall indicate the primary patrol area.

9.3.7 Method of Operation

- a) Unless otherwise agreed within the terms of the Patrol Service Agreement, the primary method of patrol shall be the traditional method as described in the SLSA Training Manual.
- b) Clubs wishing to move their method of operation from traditional to surveillance patrol shall gain approval from an appropriate Officer authorised by the Chief Executive Officer before doing so.
- c) Whilst on patrol at least one member shall always be in the vicinity of the patrol shelter and another in an observation tower.

Regulation 9.4

General

The following shall apply to the operation of all patrols and are deemed to be part of all Patrol Service Agreements, unless otherwise stipulated.

- a) Beaches shall be closed in accordance with Australian Standards, if surf conditions or other matters make the water dangerous and unsafe for swimmers.
- b) Closed beaches must be patrolled to ensure the beach closure is enforced.
- c) The lookout tower or observation area is to be manned during the hours of patrol.
- d) Patrol equipment and personnel are to be in position at the scheduled starting time of the patrol and remain ready for duty throughout the duration of the patrol.
- e) For a member to be validated as 'on patrol duty', they shall be dressed in accordance with national patrol uniform policies or guidelines, and are to personally sign the appropriate patrol logbook, indicating the time of commencement and on completion of the patrol the time of cessation of duty.
- f) The Patrol Captain, at the time, should complete and sign the appropriate log sheet at the completion of his patrol duty.
- g) Whilst on patrol, members Only members deemed as "proficient" shall be allocated for patrol duty with only "proficient" members considered as minimum numbers.
- h) Patrol members shall obey all instructions of the Patrol Captain in the general work of patrols.
- i) All patrol gear and equipment is to be in serviceable condition and ready for immediate use, and where stated, meet the specifications as outlined by SLSA, and/or the laws of Western Australia and/or other recognised best practice.

Regulation 9.5

Breach of Agreement

The Beach Operations Officer or other Officers authorised by the Chief Executive Officer shall only issue breaches.

During the agreed patrol hours if a Club in any way fails to meet its stated obligations in its Patrol Service Agreement or as stated as the minimum, it shall be deemed to have committed an offence or breach.

- 9.5.1 Minor Offence/Breach
All offences related to breaches of their respective Patrol Service Agreement or as stated as the minimum other than those specified below in clause 1.4.2 shall be deemed to have committed a minor offence/breach.

Penalty

First offence: 10 points deducted from the Patrol Club of the Year Competition or its like.

Second offence: Deemed to be a major offence/breach.

- 9.5.2 Major Offence/Breach
If a club fails to man a lookout tower (observation tower or area) or has insufficient members on patrol it shall be deemed to have committed a major offence.

Penalty

First offence: Suspension from the next interclub carnival (with carry over penalty to subsequent season).
Fifty points deducted from the Patrol Club of the Year Competition or its like.

Second offence: Club reduced to Probationary Affiliation.
Exclusion from the Patrol Club of the Year Competition or its like.

- 9.5.3 Appeals
Notwithstanding any other clauses in the Rules and Regulations, any appeal against any breach of patrol regulations recorded by the Beach Operations Officer or any other authorised Officer shall be referred to the Chief Executive Officer.

Appeals against any breach recorded must be made in writing to SLSWA within 2 days of such breach. The letter must detail the grounds on which the appeal is based. A hearing by the Judiciary Committee of any appeals so submitted must be made within 14 days of the appeal being received at SLSWA.

- 9.5.4 Junior Activities Members
Any penalty issued on any club in relation to this regulation shall not have any effect on the Junior Activities members of that club.

Regulation 9.6

Proficiency

Members, where applicable, are required to pass a proficiency test or update to undertake their recognised duties, which will be issued by bulletin from time to time.

Regulation 9.7

Assessments

Accredited SLSA Assessors shall only conduct all assessments of lifesaving awards in accordance with stated bulletins issued from time to time.

Regulation 9.8

Water safety

Safety requirements for all water activities shall be met in accordance with bulletins issued from time to time.