



Surf Life Saving Australia Regulations

26 August 2023

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SURF LIFE SAVING AUSTRALIA LIMITED

REGULATIONS

Regulation updated	26 August 2023
Regulation adopted	26 August 2023 – SLSA Board Meeting

These Regulations are made under clause 39 of the Constitution of SLSA. They contain various directions and requirements of SLSA which are binding on SLSA and Members of SLSA, but are not of a nature, which justifies inclusion in the Constitution. These Regulations are to be interpreted in accordance with, and are subject to, the Constitution of SLSA.

These 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. These Regulations are not made for any anti-competitive purpose and in particular not for the purpose of deterring or preventing a person from participating or competing in any competition or activity conducted or organised by SLSA including membership of SLSA.

It should be recognised that SLSA believes in/and operates under strict equity guidelines. Any reference to a person as he or she in this document should be read as unisex.

1 SECTION 1 – LIFE GOVERNOR

1.1 Life Governor

An Individual Member or Members of SLSA may be appointed, or removed, by the Board to/from the position of Life Governor of SLSA. More than one (1) Life Governor may be appointed.

A Life Governor shall:

- a. At all times maintain membership of SLSA, and be subject to the SLS Regulations, as amended from time to time.
- b. If requested by the President or Board, attend and participate in meetings of SLSA or the Board, however, shall have no voting rights at such meetings.
- c. Undertake tasks or represent SLSA, as assigned by the President or Board.
- d. Receive reimbursements and/or expenses as agreed to by the President or SLSA CEO for any of the above tasks.

2 SECTION 2 – MEETINGS, MANAGEMENT, COMMITTEES AND ADVISERS

2.1 Authorisation

- a. Under clause 38 of the SLSA Constitution the Board may by instrument in writing create or establish or appoint from among its own members, or from Individual Members, or from other selected personnel as occasion may require, special committees or individual advisors and consultants to carry out such duties and functions and with such powers as the Board determines.
- b. By this Regulation the Board has delegated authority to make appointments under clause 38 of the SLSA Constitution to the EMG and the Advisory Committees. Any appointment made under this Regulation must have appropriate terms of delegation and reference, and appointments made must be appropriately qualified. Any appointment may be reviewed and overturned by the Board.
- c. To be eligible for appointment as Chair or Deputy Chair of the LAC, SAC, EAC and DAC a person must be an independent member of SLSA. A person who is:
 - i. in a senior paid employment role (i.e., CEO or GM) with any SLS entity (SLSA, State Centre, or Branch); or
 - ii. an officer (however described i.e., president, director, governor, officer) of any SLS entity (SLSA, State Centre, or Branch);is not prohibited from applying for the role however must disclose any perceived and actual conflicts of interest as part of nominating, must meet such other qualifications as may be prescribed from time to time by the Board, and be a person eligible to sign the SLSA Committee Agreement.
- d. All nominations for appointment to a committee or advisor position (including the chairpersons of the LAC, SAC, EAC and DAC) must provide a written resume of experience relevant to the position being nominated for, plus a description of their future goals and objectives. The resume is to accompany the formal nomination which must be forwarded to SLSA on the prescribed form, no later than twenty-one (21) days prior to the date of the meeting which will determine the nomination. Failure to provide a written resume will result in non-acceptance of the nomination. SLSA has the right to verify any application with the relevant State.

2.2 General Meetings

General Meetings of SLSA are authorised under clauses 30-37 of the SLSA Constitution and are conducted as an Annual General Meeting or a Special General Meeting at which all SLSA members may attend, with each State Centre being entitled to one (1) vote.

2.3 Board Meetings

Board meetings are authorised and conducted under clause 26 of the SLSA Constitution.

2.4 Executive Management Group (EMG)

The Executive Management Group (**EMG**) is established under clause 25(d) of the SLSA Constitution and will constitute such persons, as the Board deems fit from time to time. The EMG will operate at all times in accordance with these Regulations and any terms of reference set by the Board from time to time.

2.4.1 Terms of Reference

- a. The EMG shall assist with efficient and quality management and communication of the business of SLSA through monitoring, evaluating, and determining (within limits of delegated authority) all activities and programs designed to meet SLSA objectives.

- b. The EMG reports via the SLSA Chief Executive Officer (CEO).

2.4.2 Responsibilities

The EMG shall advise, and assist, the SLSA CEO, as required, with the following:

- a. Develop and manage the overall activities and growth of SLSA.
- b. Progress and monitor overall strategic planning, quality management systems and organisation performance reporting for SLSA including forecasting, operational planning and resource needs.
- c. Develop and implement, in conjunction with the appropriate staff, advisor/s and committees, plans and proposals for the continued progress of surf lifesaving including approaches to Government and the public and private sectors.
- d. Be responsible to the Board on implementing matters of policy and the SLSA CEO to report to the Board on the activities of EMG subsequent to the previous Board meeting.
- e. Develop and implement, in conjunction with appropriate advisors, committees and staff, quality administration systems and functions to maximise efficiencies and effectiveness.
- f. Encourage, co-ordinate and facilitate activities amongst advisors, members and staff including the establishment of study groups and work committees, seminars, etc, to progress SLSA objectives.
- g. Refer to committees, advisors, staff or other groups, appropriate matters requiring consideration in keeping with approved programs and SLSA policies.
- h. Co-ordinate and monitor the activities of appointed committees and advisors.
- i. Prepare, monitor and control approved budgets and expenditures.
- j. Make recommendations, or refer, to the SLSA Board any policy matters outside the delegated authority of the EMG.
- k. Attend to matters referred by the SLSA Board or other committees.

2.4.3 Composition

- a. Subject always to the SLSA Constitution the EMG shall comprise of:
 - i. SLSA CEO (who shall act as EMG chairperson) or delegate; and
 - ii. CEO (or delegate) of each State Centre.
- b. State Centres may appoint alternate representatives.
- c. The EMG has the authority to co-opt the services of other persons to provide advice and/or assistance on specific matters from time to time.
- d. Visitors and/or observers may attend meetings by prior agreement of the meeting.
- e. If the EMG chairperson is absent, the EMG shall appoint one of its members to act during such absence.

2.4.4 Meetings

EMG meetings shall be held as:

- a. directed by the SLSA Board, or
- b. required by the SLSA CEO, or
- c. decided by the EMG.

2.4.5 Quorum

The quorum for any EMG meeting shall be at least five (5) members entitled to vote, consisting of the SLSA CEO (or delegate) and representatives from at least four (4) different State Centres.

2.4.6 Voting

The SLSA CEO (EMG chair) and CEO (or delegate) of each State Centre shall each be entitled to one (1) vote only on any resolution at all meetings of the EMG at which they are present in person or by alternate.

2.4.7 Minutes

- a. The SLSA CEO shall cause full and accurate minutes of EMG meetings to be recorded.
- b. The minutes shall be promptly distributed to members of the EMG, the Board, other relevant committees, advisors, and members as determined by the SLSA CEO.

2.5 Lifesaving Advisory Committee (LAC)

The Lifesaving Advisory Committee (LAC) is authorised under clause 38 of the SLSA Constitution. The purpose of the LAC is to represent the views of surf lifesaving members nationally on matters relating to Lifesaving. Its composition shall be endorsed by the Board. Terms of Reference, Responsibilities and Composition shall be as follows:

2.5.1 Terms of Reference

The LAC will:

- a. Attend to matters referred by the SLSA Board, EMG or SLSA CEO.
- b. Contribute to the development, review of, and reporting against SLS 2025 strategic plan, and SLSA Business Plan, particularly in those matters pertaining to volunteer lifesaving operations.
- c. Contribute to the review, development and maintenance of SLSA lifesaving rules, policies, standards and education materials.
- d. Provide insights and recommendations to the Chair of Lifesaving relating to any current or future strategic interventions that may impact on volunteer lifesaving operations.
- e. Identify, discuss, and develop solutions to any challenges or concerns arising from the volunteer lifesaving membership related to volunteer lifesaving operations.

2.5.2 Responsibilities

The LAC shall:

- a. Accurately represent the prevailing views of members fully and accurately to the best of its ability.
- b. Maintain a commitment to the values of the Surf Life Saving movement through all deliberations.
- c. Judge each issue on its merit with particular reference of benefits to the movement and the public.
- d. Address matters only related to the Committee's purpose and roles.

2.5.3 Term of Office

Members of the LAC shall be appointed by the Board for a three (3) year period through the nominations process set by SLSA.

The Chair and Deputy Chair of Lifesaving will be appointed by the Board for a three (3) year period and may be re-appointed for two (2) further terms of three (3) years but may only serve in office for nine (9)

consecutive years, subject to Board approved periods of absence. The performance of the Chair of Lifesaving will be managed by the SLSA CEO and reported on by the SLSA CEO to the SLSA Board. The SLSA Board may by resolution remove the Chair of Lifesaving from that position.

The SLSA Lifesaver of the Year shall be appointed to the LAC by the Chair of LAC for a period of 12 months from their award.

In the event of a resignation or change of directorship in a state, the Chair of LAC may appoint a replacement in consultation with:

- i. The CEO and President of the relevant State for state representatives; or
- ii. The SLSA CEO and President following a nomination process for independent members.

2.5.4 Composition

The LAC shall comprise:

- a. The Chair of the LAC (known as Chair of Lifesaving);
- b. A Deputy Chair of LAC;
- c. Up to seven (7) State appointed members who can be the Directors of Lifesaving or equivalent;
- d. The current SLSA Lifesaver of the Year; and
- e. The SLSA General Manager Coastal Safety or their nominee who shall act as secretariat.

The Chair of Lifesaving may appoint up to six (6) Independent members. These members will be non-voting skills-based advisors.

Note 1: *The composition of the Committee (i.e. voting and non-voting members) should reflect where possible the diversity of SLSA membership.*

Note 2: *State Centres may appoint alternate representatives other than their Director of Lifesaving.*

Note 3: *Visitors and/or observers may attend meetings by prior consent of the Chair.*

Note 4: *In the absence of the Chair of Lifesaving, the Chair shall appoint one of the members to act during such absence.*

Note 5: *The Chair and Deputy Chair are required to meet the requirements in Regulation 2.1 including, but not only, Regulation 2.1(c).*

Members appointed to the LAC will be appropriately qualified and/or have experience in one (1) or a number of the following:

- a. Lifesaving Operations
- b. Emergency Management
- c. Injury Prevention
- d. Community Development
- e. Education
- f. Public Policy
- g. Risk Management.

2.5.5 Meetings

LAC meetings shall be held:

- a. at least two times per year; or
- b. as directed by the SLSA CEO or President.

2.5.6 Quorum

The quorum for any LAC meeting shall be at least five (5) members entitled to vote, consisting of representatives from at least four (4) different States.

2.5.7 Provision of Recommendations

All listed members excluding the chairperson and SLSA staff, shall be entitled to contribute to any recommendation at all meetings of the LAC at which they are present in person, or by proxy. The chairperson shall have the right to determine the final recommendation, where a consensus cannot be reached.

2.5.8 Authorities and Limitations

The LAC:

- a. Can make recommendations to the SLSA President and SLSA CEO on matters related to volunteer lifesaving operations.
- b. Has no authority to directly expend or authorise the expenditure of SLSA funds unless authorised to do so by SLSA CEO.
- c. And its members must refer all SLSA matters for public comment to the SLSA CEO.
- d. Must ensure its deliberations and recommendations are and remain confidential.

2.5.9 Minutes

The SLSA General Manager Coastal Safety will ensure that full and accurate minutes of all meetings are recorded and distributed.

2.6 Sport Advisory Committee (SAC)

The Sport Advisory Committee (SAC) is authorised under clause 38 of the SLSA Constitution. The purpose of the SAC is to represent the views of surf lifesaving members nationally on matters relating to Lifesaving Sport. Its composition shall be endorsed by the Board. The SAC's Terms of Reference, Responsibilities and Composition shall be as follows:

2.6.1 Terms of Reference

The SAC will:

- a. Attend to matters referred by the SLSA Board, EMG or SLSA CEO.
- b. Contribute to the development, review of, and reporting against the SLS 2025 strategic plan and the SLSA Business Plan, particularly in those matters pertaining to lifesaving sport;
- c. Contribute to the review, development and maintenance of SLSA technical sport rules, sport programs, national events, policies which fall under the remit of sport;
- d. Provide insights and recommendations to the Chair of Sport relating to any current or future strategic interventions that may impact on lifesaving sport;
- e. Identify, discuss and develop solutions to any challenges or concerns arising from the volunteer membership related to lifesaving sport;

2.6.2 Responsibilities

The SAC shall advise the SLSA CEO (or nominee) to:

- a. Accurately represent the prevailing views of their members fully and accurately to the best of their ability.
- b. Maintain a commitment to the values of the Surf Life Saving movement through all deliberations.

- c. Judge each issue on its merit with particular reference of benefits to the movement and the public.
- d. Address matters only related to the Committee's purpose and roles.

2.6.3 Term of Office

Members of the SAC shall be appointed by the Board for a three (3) year period through the nominations process set by SLSA.

The Chair and Deputy Chair of Sport will be appointed by the Board for a three (3) year period and may be re-appointed for two (2) further terms of three (3) years but may only serve in office for nine (9) consecutive years, subject to Board approved periods of absence. The performance of the Chair of Sport will be managed by the SLSA CEO and reported on by the SLSA CEO to the SLSA Board. The SLSA Board may by resolution remove the Chair of Sport from that position.

The SLSA Surf Sports Athlete of the Year shall be appointed to the SAC by the Chair of SAC for a period of 12 months from their award.

In the event of a resignation, the Chair of Sport may appoint a replacement in consultation with:

- i. the CEO and President following a nomination process for independent members; or
- ii. the SLSA CEO and President following a nomination process for independent members.

2.6.4 Composition

The SAC shall comprise:

- a. The Chair of the SAC (known as the Chair of Sport);
- b. A Deputy Chair of SAC;
- c. Up to seven (7) State appointed members who can be the Directors of Sport or equivalent;
- d. The current SLSA Surf Sports Athlete of the Year; and
- e. The SLSA Sport Manager or their nominee who shall act as a secretariat.

The Chair of Sport may appoint up to six (6) Independent members. These members will be non-voting skills-based advisors.

Note 1: The composition of the Committee (i.e. voting and non-voting members) should reflect where possible the diversity of SLSA membership.

Note 2: State Centres may appoint alternate representatives other than their Director of Sport.

Note 3: Visitors and/or observers may attend meetings by prior consent of the Chair.

Note 4: In the absence of the Chair of Sport, the Chair shall appoint one of the members to act during such absence.

Note 5: The Chair and Deputy Chair are required to meet the requirements in Regulation 2.1 including, but not only, Regulation 2.1(c).

Members appointed to the SAC will be appropriately qualified and/or have experience in one (1) or a number of the following:

- a. Sport Integrity
- b. Safety & Risk Management
- c. Selecting
- d. Surf Boat
- e. Technical and Rules
- f. Officials

- g. Coaching
- h. Events.

2.6.5 Meetings

SAC meetings shall be held:

- a. at least two (2) times per year; or
- b. as directed by the SLSA CEO or President.

2.6.6 Quorum

The quorum for any SAC meeting shall be at least five (5) members entitled to vote, consisting of representatives from at least four (4) different States.

2.6.7 Provisions of Recommendations

All listed members excluding the chairperson and SLSA staff, shall be entitled to contribute to any recommendation at all meetings of the SAC at which they are present in person, or by proxy. The chairperson shall have the right to determine the final recommendation, where a consensus cannot be reached.

2.6.8 Authorities and Limitations

The SAC:

- a. Can make recommendations to the SLSA President and the SLSA CEO on matters related to Lifesaving Sport.
- b. Has no authority to directly expend or authorise the expenditure of SLSA funds unless authorised to do so by SLSA CEO.
- c. And its members must refer all SLSA matters for public comment to the SLSA CEO.
- d. Must ensure its deliberations and recommendations are and remain confidential.

2.6.9 Minutes

The SLSA Sport Manager will ensure that full and accurate minutes of all meetings are recorded and distributed.

2.7 Education Advisory Committee (EAC)

The Education Advisory Committee (EAC) is authorised under clause 38 of the SLSA Constitution. The purpose of the EAC is to represent the views of surf lifesaving members nationally on matters relating to education. Its composition shall be endorsed by the Board. The EAC's Terms of Reference, Responsibilities and Composition shall be as follows:

2.7.1 Terms of Reference

The EAC will:

- a. Attend to matters referred by the SLSA Board, EMG or SLSA CEO.
- b. Contribute to the development, review of, and reporting against the SLS 2025 strategic plan and the SLSA Business Plan, particularly in those matters pertaining to education and development.
- c. Contribute to the review, development and maintenance of programs, policies and standards which fall under the remit of education.
- d. Provide insights and recommendations to the Chair of Education relating to any current or future strategic interventions that may impact on the membership.

- e. Identify, discuss, and develop solutions to any challenges or concerns arising from the volunteer membership related to education and development.

2.7.2 Responsibilities

The EAC shall advise the SLSA CEO (or nominee) to:

- a. Accurately represent the prevailing views of their members fully and accurately to the best of their ability.
- b. Maintain a commitment to the values of the Surf Life Saving movement through all deliberations.
- c. Judge each issue on its merit with particular reference of benefits to the movement and the public.
- d. Address matters only related to the EDAC Terms of Reference.

2.7.3 Term of Office

Members of the EAC shall be appointed by the Board for a three (3) year period through the nominations process set by SLSA.

The Chair and Deputy Chair of Education will be appointed by the Board for a three (3) year period and may be re-appointed for two (2) further terms of three (3) years but may only serve in office for nine (9) consecutive years, subject to Board approved periods of absence. The performance of the Chair of Education will be managed by the SLSA CEO and reported on by the SLSA CEO to the SLSA Board. The SLSA Board may by resolution remove the Chair of Education from that position.

The SLSA Trainer of the Year and the SLSA Assessor of the Year shall be appointed to the EAC by the Chair of EAC for a period of 12 months from their award.

In the event of a resignation, the Chair of Education may appoint a replacement in consultation with:

- i. the CEO and President of the relevant State for jurisdictional representatives; or
- ii. the SLSA CEO and SLSA President following a nomination process for independent members.

2.7.4 Composition

The EAC shall comprise:

- a. The Chair of the EAC (known as the Chair of Education);
- b. Deputy Chair of EAC
- c. Up to seven (7) State appointed members who can be the Directors of Education or equivalent;
- d. The current SLSA Trainer of the Year;
- e. The current SLSA Assessor of the Year; and
- f. The SLSA Learning & Development Manager or their nominee who shall act as secretariat.

The Chair of Education may appoint up to six (6) Independent members. These members will be non-voting skills-based advisors.

Note 1: The composition of the Committee (i.e. voting and non-voting members) should reflect where possible the diversity of SLSA membership.

Note 2: State Centres may appoint alternate representatives other than their Director of Education.

Note 3: Visitors and/or observers may attend meetings by prior consent of the Chair.

Note 4: In the absence of the Chair of Education, the Chair shall appoint one of the members to act during such absence.

Note 5: The Chair and Deputy Chair are required to meet the requirements in Regulation 2.1 including, but not only, Regulation 2.1(c).

Members appointed to the EAC will be appropriately qualified and/or have experience in one (1) or a number of the following:

- a. Vocational Education and Training Quality Framework
- b. Resource Development
- c. Youth and people development
- d. Pathways and engagement.

2.7.5 Meetings

EAC meetings shall be held:

- e. at least two (2) times per year; or
- f. as directed by the SLSA CEO or President.

2.7.6 Quorum

The quorum for any EAC meeting shall be at least five (5) members entitled to vote, consisting of representatives from at least four (4) different States.

2.7.7 Provision of Recommendations

All listed members excluding the chairperson and SLSA staff, shall be entitled to contribute to any recommendation at all meetings of the EAC at which they are present in person, or by proxy. The chairperson shall have the right to determine the final recommendation, where a consensus cannot be reached.

2.7.8 Authorities and Limitations

The EAC:

- a. Can make recommendations to the SLSA President and SLSA CEO on matters related to member education.
- b. Has no authority to directly expend or authorise the expenditure of SLSA funds unless authorised to do so by SLSA CEO.
- c. And its members must refer all SLSA matters for public comment to the SLSA CEO.
- d. Must ensure its deliberations and recommendations are and remain confidential.

2.7.9 Minutes

The SLSA Learning & Development Manager will ensure that full and accurate minutes of all meetings are recorded and distributed.

2.8 Development Advisory Committee (DAC)

The Development Advisory Committee (DAC) is authorised under clause 38 of the SLSA Constitution. The purpose of the DAC is to represent the views of surf lifesaving members nationally on matters relating to development. Its composition shall be endorsed by the Board. The DAC's Terms of Reference, Responsibilities and Composition shall be as follows:

2.8.1 Terms of Reference

The DAC will:

- a. Attend to matters referred by the SLSA Board, EMG or SLSA CEO or other committees.

- b. Contribute to the development, review of, and reporting against the SLS 2025 strategic plan and the SLSA Business Plan, particularly in those matters pertaining to education and development.
- c. Contribute to the review, development and maintenance of programs, policies and standards which fall under the remit of development.
- d. Provide insights and recommendations to the Chair of Development relating to any current or future strategic interventions that may impact on the membership.
- e. Identify, discuss, and develop solutions to any challenges or concerns arising from the volunteer membership related to development.

2.8.2 Responsibilities

The DAC shall advise the SLSA CEO (or nominee) to:

- a. Accurately represent the prevailing views of their members fully and accurately to the best of their ability.
- b. Maintain a commitment to the values of the Surf Life Saving movement through all deliberations.
- c. Judge each issue on its merit with particular reference of benefits to the movement and the public.
- d. Address matters only related to the DAC Terms of Reference.

2.8.3 Term of Office

Members of the DAC shall be appointed by the Board for a three (3) year period through the nominations process set by SLSA.

The Chair and Deputy Chair of Development will be appointed by the Board for a three (3) year period and may be re-appointed for two (2) further terms of three (3) years but may only serve in office for nine (9) consecutive years, subject to Board approved periods of absence. The performance of the Chair of Development will be managed by the SLSA CEO and reported on by the SLSA CEO to the SLSA Board. The SLSA Board may by resolution remove the Chair of Development from that position.

The SLSA Volunteer of the Year shall be appointed to the DAC by the Chair of the DAC for a period of 12 months from their award.

In the event of a resignation, the Chair of Development may appoint a replacement in consultation with:

- iii. the CEO and President of the relevant State for jurisdictional representatives; or
- iv. the SLSA CEO and President following a nomination process for independent members.

2.8.4 Composition

The DAC shall comprise:

- a. The Chair of the DAC (known as the Chair of Development);
- b. Deputy Chair of DAC;
- c. Up to seven (7) state appointed members who can be the Director of Development or equivalent; and
- d. The current SLSA Volunteer of the Year;
- e. The current SLSA Youth Lifesaver of the Year; and
- f. The SLSA Learning & Development Manager or their nominee who shall act as secretariat.

The Chair of Development may appoint up to six (6) Independent members. These members will be non-voting skills-based advisors.

Note 1: *The composition of the Committee (i.e. voting and non-voting members) should reflect where possible the diversity of SLSA membership.*

Note 2: *State Centres may appoint alternate representatives other than their Director of Development.*

Note 3: *Visitors and/or observers may attend meetings by prior consent of the Chair.*

Note 4: *In the absence of the Chair of Development, the Chair shall appoint one of the members to act during such absence.*

Note 5: *The Chair and Deputy Chair are required to meet the requirements in Regulation 2.1 including, but not only, Regulation 2.1(c).*

Members appointed to the DAC will be appropriately qualified and/or have experience in one (1) or a number of the following:

- a. Leadership
- b. Juniors and Youth
- c. Diversity and Inclusion
- d. Reward and recognition
- e. Pathways and Engagement
- f. Member Welfare.

2.8.5 Meetings

DAC meetings shall be held:

- a. at least two (2) times per year; or
- b. as directed by the SLSA CEO or President.

2.8.6 Quorum

The quorum for any DAC meeting shall be at least five (5) members entitled to vote, consisting of representatives from at least four (4) different States.

2.8.7 Provision of Recommendations

All listed members excluding the chairperson and SLSA staff, shall be entitled to contribute to any recommendation at all meetings of the DAC at which they are present in person, or by proxy. The chairperson shall have the right to determine the final recommendation, where a consensus cannot be reached.

2.8.8 Authorities and Limitations

The DAC:

- a. Can make recommendations to the SLSA President and SLSA CEO on matters related to member development.
- b. Has no authority to directly expend or authorise the expenditure of SLSA funds unless authorised to do so by SLSA CEO.
- c. And its members must refer all SLSA matters for public comment to the SLSA CEO.
- d. Must ensure its deliberations and recommendations are and remain confidential.

2.8.9 Minutes

The SLSA Learning & Development Manager will ensure that full and accurate minutes of all meetings are recorded and distributed.

3 SECTION 3 - RULES AND PROCEDURE

3.1 Authority of Rules and Procedures

The formulation of Regulations relative to the rules and procedures of SLSA are authorised under clause 39 of the SLSA Constitution.

3.2 Carnivals and Competitions

Subject always to the SLSA Constitution, the following rules apply in relation to SLSA carnivals and competitions:

- a. Rules for the conduct, control and management of carnivals and competitions may be made, altered and repealed by the SAC through the SLSA CEO or the CEO's delegate.
- b. Rules for the adjudication of protests and disputes relating to carnivals and competitions may be made, altered and repealed by the SAC through the SLSA CEO or the CEO's delegate.
- c. Rules provided for in clauses 3.2(a) and (b) above are documented in the current edition of the SLSA Competition Manual and Bulletins issued from time to time.
- d. When rules are made, altered or repealed each State Centre, Branch, and Affiliated Club shall be informed.

3.3 Competitive Rights, Obligations and Qualifications

Members, including competitors, acknowledge and agree that competing in lifesaving events, contests, carnivals and competitions attracts certain rights and obligations and requires certain qualifications. In relation to rights, obligations and qualifications the following shall apply:

- a. Inherent in membership of SLSA, but subject always to gaining the appropriate qualification as prescribed by SLSA and complying with the competition rules issued by SLSA, is the right to enter and participate in events, contests, carnivals and competitions conducted by SLSA.
- b. Members are obliged to ensure they obtain and maintain the appropriate qualifications, including but not limited to awards, age limits, patrols, proficiency tests, equipment and limiting disabilities, to enable them to enter and participate in events, contests, carnivals and competitions conducted by SLSA.
- c. Members acknowledge and agree that if they participate in, and/or use any SLSA equipment in, any event, contest, carnival and competition, which has not been licensed, sanctioned or otherwise authorised by SLSA they may attract disciplinary action under the Regulations which may result in forfeiture of their competitive rights set out in Regulation 4.3(a) above.

3.4 Trophies, Prizes and Eligibility

In relation to trophies, prizes whether cash or kind and the eligibility of Individual Member/s representing a section of SLSA to compete for or accept such trophies or prizes the following shall apply:

- a. SLSA reserves to itself the authority to determine from time to time, conditions relative to the acceptability of trophies or prizes, reimbursement of accommodation, travel and other expenses, and eligibility to compete for trophies or prizes.
- b. SLSA is the authority to approve competitions involving "cash prizes" and therefore any Affiliated Club or other section of SLSA, wishing to allocate any "cash prizes" for competition events shall seek the approval of their respective Branch, State Centre or in the case of events involving international or interstate competitors, SLSA. "Cash prizes" shall not be awarded by entities for any event at a SLSA championship carnival. (i.e. Branch, State and Australian Championships).

- c. Notwithstanding the foregoing, sponsors should be strongly encouraged to provide items of lifesaving gear and/or equipment as prizes rather than cash, but where cash prizes are presented, they shall be portrayed as coming direct from the sponsor (s). Cash prizes shall be distributed utilizing club banking account.

4 SECTION 4 - MEMBERSHIP DIRECTIVES

Clause 3(a) of the SLSA Constitution defines a "Member" as *"a member for the time being under clause 13."*

Clause 13(a) of the SLSA Constitution provides:

- "(a) The Members of SLSA shall consist of:*
- (i) the State Centres, which subject to this Constitution, shall be represented by their Appointed Directors who shall have the right to be present, debate and vote at General Meetings;*
 - (ii) Affiliated Clubs, which shall be represented by an individual nominated from time to time in writing by the club to the relevant State Centre. The nominee shall have the right to be present and to debate on behalf of the Affiliated Club at General Meetings, but shall have no voting rights;*
 - (iii) Life Members, who shall have the right to be present and to debate at General Meetings, but shall have no voting rights;*
 - (iv) all Individual Members of Affiliated Clubs, who shall have the right to be present at General Meetings, but shall have no voting or debating rights; and*
 - (v) such new categories of Members as may be created under **clause 13(b)** of the SLSA constitution."*

Clause 16 of the SLSA Constitution sets out the effects of membership.

4.1 Authority of Membership Directives

- a. Membership directives are authorised under clauses 16, 23 and 39 of the SLSA Constitution.
- b. Membership directives include but are not limited to the Constitution, Regulations, Manuals, Policies, Bulletins and relevant Forms. SLSA may create and publish such Membership directives as it considers necessary and desirable for the promotion of its Objects and/or in the interests of SLSA and/or surf lifesaving. All Manuals, Bulletins, Policies and relevant Forms shall be deemed to be captured part of these Regulations.
- c. Under clause 16 of the SLSA Constitution, Members acknowledge and agree that the SLSA Constitution constitutes a contract between each of them and SLSA and that they are bound by the SLSA Constitution and these Regulations.
- d. When a person becomes a member of an Affiliated Club, they become an Individual Member of that Club, the relevant Branch (if applicable), the relevant State Centre and of SLSA. They agree to be bound by the constitution of each of these surf lifesaving entities.
- e. If there is any conflict or inconsistency between the constitutions of an Affiliated Club, a Branch, a State Centre or of SLSA, the Membership directives of the higher surf lifesaving entity will prevail to the extent of the conflict or inconsistency. For the avoidance of doubt, the Constitution of SLSA prevails over the constitutions of a State Centre and/or a Branch and/or an Affiliated Club. The constitution of a State Centre prevails over the constitution of a Branch and/or Affiliated Club.
- f. Every person, body or group of persons shall, by and upon:
 - organising an SLSA competition or taking part therein; and/or

- entering an SLSA competition; and/or
- accepting any official position (whether in sport, lifesaving, education and development, governance or administration) in SLSA; and/or
- lodging any complaint to any SLS entity or lodging an appeal to the SLS Appeals Tribunal under these Regulations; and/or
- applying for membership, affiliation or association with SLSA or any SLS entity; and/or
- being a member of any club affiliated or associated with SLSA;

be deemed to have, and recognise that they have:

- v. made themselves acquainted with the SLSA Constitution, the Regulations and any other SLSA Membership directives;
- vi. submitted themselves without reserve to the consequences resulting from SLSA Membership directives;
- vii. acknowledged that the SLSA Membership directives are:
 - made in good faith and in the best interests of surf lifesaving in Australia;
 - not made for any anti-competitive purpose and in particular not for the purpose of deterring or preventing a person from participating or competing in any competition or activity conducted or organised by SLSA including membership of SLSA;
 - necessary and reasonable for the purpose of protecting and promoting surf lifesaving in Australia;
 - necessary and reasonable for the purpose of establishing water and safety regulations and standards and guidelines; and
 - made in the public interest; and
- viii. acknowledged that membership of any surf lifesaving is a privilege not a right. Neither membership in any SLS entity nor any Membership directive gives rise to any:
 - proprietary right in, to or over any SLS entity or its property or assets; and
 - automatic right of renewal of membership of any SLS entity; and
 - right to natural justice, unless expressly provided for in the relevant SLS rules and subject to any relevant law.
- g. Every person, body or group of persons subject to these SLSA membership directives acknowledges and agrees that this clause may be pleaded as an absolute bar to proceedings, suit or action against SLSA, and agrees that they will not become a party to any suit, at law or equity, against SLSA, its officials or any other person subject to the SLSA Constitution and these Regulations, until all remedies allowed by the SLSA Constitution and these Regulations have been exhausted, save with the written consent of SLSA.

4.2 SLSA Life Membership

Individual Members of SLSA may be recommended for appointment to Life Membership. Under clause 13(a)(iii) of the SLSA Constitution Life Members have the right to be present and to debate at General Meetings, but do not have voting rights. To be considered for Life Membership of SLSA, Members must have rendered distinguished voluntary service to SLSA over a period of at least twenty (20) years with the following conditions being applied:

- a. For service to be considered as distinguished it must be both a sustained and conspicuous contribution.
- b. Candidates shall be nominated in writing on the prescribed form (if any) by the President or by two (2) Individual Members of SLSA.

- c. Nominations after being confirmed by the Club and/or Branch must be forwarded to the relevant State Centre.
- d. Clubs shall confirm the details provided. The relevant Club shall then submit the nomination to SLSA for consideration and if appropriate recommendation.
- e. Any Individual Member appointed to Life Membership of SLSA shall be recorded in the minutes of the relevant Board meeting. Formal acknowledgement of recipients of Life Membership of SLSA shall be forwarded by the President.
- f. SLSA Directors are to be the only persons present for discussion and resolution of Life Membership nominees.
- g. SLSA Life Membership may be terminated by resolution of the SLSA Board.

4.3 Affiliated Club Colours and Badges

- a. Each new Affiliated Club must apply to the relevant State Centre to register its proposed colours and badge and competition cap design, which shall be subject to the endorsement of the State Centre and approval of SLSA.
- b. Existing Affiliated Clubs' colours and badges shall not be altered without endorsement of the State Centre and approval of SLSA.
- c. SLSA shall appoint a Cap Registrar who shall be responsible for the administration of this regulation and who shall maintain a competition Cap Register.
- d. By registering an Affiliated Club with SLSA, the club agrees that SLSA has the rights to use the club's competition cap design for promotional and marketing purposes. SLSA may showcase the club cap design on its official website, social media channels, and other marketing materials without requiring further permission from the club. This includes but is not limited to using the club cap design in advertisements, brochures, and merchandise to promote SLS activities.

4.4 Membership Categories

4.4.1 Membership Categories

The philosophy of SLSA is to establish and recruit persons to become Members for participation in surf lifesaving activities and in particular but not only the maintenance and operation of surf lifesaving patrols. Subject always to these SLSA Membership directives each State Centre and Affiliated Club is authorised to establish such categories of members as it requires and considers necessary in the context of the Club and the requirements of the relevant State Centre. Clubs should provide membership in the following general categories of membership:

- a. Junior membership;¹
- b. Active membership;²
- c. Community membership (non-patrolling and non-voting);
- d. Associate membership;³ or
- e. Honorary and Service membership(s) including Life Membership⁴.

¹ Could include former categories of Junior Activities membership, Cadet membership,

² Could include former categories of Active membership, Reserve Active membership, Award membership

³ Could include former categories of Associate membership, Probationary membership, General membership or Leave/Restricted membership

⁴ Could include former categories of Long Service Membership, Honorary membership, Past Active membership

The rights, benefits and obligations of each membership category will be as determined by each Club acting reasonably and in good faith in accordance with its Constitution. Clubs may determine appropriate fees for the different categories of membership noting that some membership categories (e.g. Community Members) may NOT provide any services to or for the Club whereas Active Members provide significant service through patrols. Clubs must keep a register of members and the categories of membership.

4.4.2 Life Membership

Life Membership of a Club, Branch or State may be granted by that Club, Branch or State to Members who have rendered distinguished, or special service as provided for in that Club, Branch or State's constitution and is relevant to that SLSA entity only.

Note: SLSA Life Membership is governed by **Regulation 4.2**.

4.5 Voting Rights

Membership voting rights of members of an Affiliated Club shall, subject to **Regulation 4.7**, be determined by the constitution of that Affiliated Club. Notwithstanding anything in an Affiliated Club constitution, a member of an Affiliated Club must be financial with their Affiliated Club and must be in good standing with their Affiliated Club to exercise any voting rights.

4.6 Dual Membership

In relation to dual or multi-Affiliated Club membership, the following shall apply:

- a. Any Individual Member of a Club may be admitted as an Individual Member of another Club or Clubs, subject to approval by the relevant State Centre.
- b. Any competing Individual Member shall not participate in any inter-Affiliated Club competition as a representative of more than one Club during any one competition season unless and until their "competitive rights" have been transferred as provided for in SLSA's Surfs Sports Manual.
- c. Any competing Individual Member who is an Individual Member of more than one Club shall be entitled to compete in intra-Club events of all such Clubs.

4.7 Restriction on Membership

In relation to membership restriction the following shall apply:

- a. Subject to the SLSA Constitution non-financial, suspended, excluded or expelled Member shall hold no membership rights. For avoidance of doubt, if a member is suspended from Club activities or expelled from membership or their membership contract is actively terminated or otherwise cancelled, they are suspended or expelled from all Affiliated Clubs throughout Australia. If a member has been unsuccessful in renewing their membership of a Club, they may apply to join another Club subject always to all relevant SLSA Membership directives.
- b. Any non-financial, suspended, excluded or expelled Individual Member of a Club shall not knowingly apply to join another 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.
- c. A Club shall immediately provide the relevant State Centre the names and addresses of Individual 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.
- d. Should an Individual Member of more than one Affiliated Club be suspended or expelled by any Club they shall not be allowed to compete in competition for any other Affiliated Club of which they are an Individual Member or in any other Affiliated Club competition or in any other SLSA competition, while under suspension or expulsion.

- e. Any dispute/s as to the application and interpretation of this Regulation shall be referred to the relevant State Centre and considered by that State Centre in its absolute discretion.

4.8 Patrol Obligations

Members, Clubs, Branches, State Centres and SLSA recognise the obligation of all:

- a. appropriately qualified and proficient Members to perform patrol duties and/or other duties within surf lifesaving; and
- b. Clubs to ensure that patrols are properly performed and/or delivered in accordance with relevant patrol agreements and/or policies.

SLSA and/or State Centres may develop and implement policies from time to time regarding the performance and/or delivery of patrols including the possible exemption from patrol for some Members. Where Clubs refuse, fail or neglect to comply with patrol obligations SLSA and/or State Centres may take or commence disciplinary or other action against that Club. State Centres in New South Wales and Queensland may also direct Branches to commence disciplinary or other action against Clubs in these circumstances.

4.9 Serious Criminal Offences Policy

Members should be aware of SLSA Policy 6.16 - [SLS Criminal Convictions Policy](#). This Regulation 4.9 summarises key aspects of, and reaffirms, that Policy. This Regulation is to be interpreted in accordance with that Policy. Note “Serious Criminal Offence” is defined in the SLS Criminal Offences Policy.

4.9.1 Application

The SLS Criminal Offences Policy adopts and applies the following principles:

- a. all Members (Individuals, Clubs, Branches and States) (SLS Entities) must cooperate fully with any police investigation and any government and/or judicial authority;
- b. all SLS Entities must cooperate fully with any investigation or action or reasonable direction of SLSA and/or a State Centre made under or in relation to this Policy;
- c. all SLS Entities shall be concerned about, and be protective of, the welfare of alleged or real “victims”;
- d. subject to the law, an SLS Entity shall deal with allegations, investigations, charges and convictions promptly, openly, and honestly;
- e. at all times SLS Entities must treat any matter or information arising from the application of the SLSA Criminal Offence Policy in confidence;
- f. at all times, all SLS Entities shall act with integrity; and
- g. all SLS Entities shall remain focused on maintaining effective surf lifesaving operations and services (patrols).

4.9.2 When a Member is the subject of a police investigation

- a. As soon as an SLS Entity or an officer of an SLS Entity becomes aware that a Member is subject to a police investigation, the SLS Entity or officer shall immediately advise the relevant State Centre’s Chief Executive Officer (State Centre CEO) who shall act in accordance with the SLS Criminal Offences Policy and shall ensure that Policy is complied with.
- b. The SLS Entity, in consultation with the State Centre CEO, shall determine what action is to be taken pending the conclusion of the police investigation. The Member under investigation may be:
 - ix. suspended (in part or full) or placed on “Restricted Activities”; and/or
 - x. required to step-aside from any position(s) within any relevant SLS Entity.

- c. The State Centre shall advise relevant authorities (e.g. SLISA and other authorities as required by law), if the alleged offence involves a minor.

4.9.3 When a Member is charged with a Serious Criminal Offence

- a. As soon as an SLS Entity or an officer of an SLS Entity becomes aware that a Member has been charged with a Serious Criminal Offence the SLS Entity or officer shall immediately advise the State Centre CEO who shall act in accordance with the SLS Criminal Offences Policy and shall ensure that Policy is complied with.
- b. The SLS Entity, in consultation with the State Centre CEO, shall determine whether the charged Member is:
 - xi. suspended (in full or part) or placed on “Restricted Activities”; and/or
 - xii. required to step-aside from any official position(s) within any relevant SLS Entity.
- c. The charged Member, the SLS Entity and the State Centre CEO acknowledge that they may have little or no discretion due to legal or government policy requirements in regard to making determinations regarding suspension, “Restricted Activities” or requiring the charged Member to step aside from any position. For the avoidance of doubt the relevant SLS Entity and/or the State Centre CEO will apply whatever sanction(s) and take such actions as are dictated in the circumstances by law or government policy and that they reasonably consider to be in the best interests of all parties.
- d. The State Centre and/or SLISA shall advise relevant authorities (e.g. SLISA and other authorities as required by law) if the charges involve a minor.

4.9.4 When a member is subject to a Committal Hearing or Trial

- a. As soon as an SLS Entity or an officer of an SLS Entity becomes aware that a Member is to appear before a committal hearing or trial (other than as a witness) the SLS Entity or officer shall immediately advise the State Centre CEO who shall act in accordance with the SLS Criminal Offences Policy and shall ensure that Policy is complied with.
- b. Subject to clause 4.9.7 below if the Member is committed to trial, he/she is suspended from membership pending the outcome of the trial. The committed Member, the relevant SLS Entity and the State Centre CEO acknowledge that they may have little or no discretion due to legal or government policy requirements in regard to making determinations regarding suspension under clause 4.9.4(a). For the avoidance of doubt the relevant SLS Entity and/or the State Centre CEO will apply whatever sanction(s) and take such actions as are dictated in the circumstances by law or government policy and that they reasonably consider to be in the best interests of all parties.
- c. The SLS Entity shall advise relevant authorities (e.g. SLISA and other authorities as required by law) if the matters before the hearing involved a minor.

4.9.5 When a member is convicted of a Serious Criminal Offence

- a. As soon as an SLS Entity or an officer of an SLS Entity becomes aware that a Member has been found guilty of a Serious Criminal Offence (either on his/her own plea or following a trial and irrespective of whether a conviction is recorded or not), the relevant SLS Entity shall immediately inform the State Centre CEO who shall act in accordance with the SLISA Criminal Offences Policy and shall ensure that Policy is complied with.
- b. Subject to clause 4.9.7 below the person found guilty is automatically expelled from membership of Surf Life Saving at all levels and in all states and territories. A Life Member (at whatever level) who is found guilty also has his/her Life Membership(s) automatically revoked.

4.9.6 Membership applications from persons with past records of serious offence(s)

- a. No Club shall knowingly accept a membership application from, or for, a person who has a prior recorded conviction for, or was previously found guilty of, a Serious Criminal Offence without the prior approval of its State Centre. If a Club or any other SLS Entity accepts an application from or for a person who has a prior recorded conviction for, or was previously found guilty of, a Serious Criminal Offence without the prior written approval of its State Centre that membership is null and void and of no effect. A State Centre is not obliged to consider or accept any application for membership from a person who has a prior recorded conviction for, or was previously found guilty of, a Serious Criminal Offence.
- b. If a Club receives a membership application from or for a person who has a prior recorded conviction for, or was previously found guilty of, a Serious Criminal Offence, the application must be referred to the State Centre CEO who may, taking relevant policies into account, determine whether the application can be accepted for consideration. Should there be any doubt or special circumstances, the State Centre CEO may refer the matter to a Judiciary Committee for determination as to whether to accept the person into membership and any conditions for such acceptance. A State Centre CEO is not obliged to act under this clause.
- c. There is no appeal against the State Centre CEO's or a Judiciary Committee's decision under clause 4.9.6(b).

4.9.7 Discretion

- a. Subject to clause 4.9.7(b), the State Centre CEO may in their absolute discretion vary a sanction imposed under this Policy. A State Centre CEO in exercising their discretion under this clause may undertake further investigation and inquiry (by whatever process determined necessary by the State Centre CEO) into the matter before them. A State Centre CEO is not obliged to act under this clause.
- b. The discretion in clause 4.9.7(a) is not available to the State CEO where the Serious Criminal Offence has involved a minor.

5 SECTION 5 - STATE CENTRES AND BRANCHES

STATE CENTRES AND BRANCHES

- 5.1.1** State Centres are authorised by clauses 11 and 12 of the SLSA Constitution. A State Centre may formulate Branches to assist in administering lifesaving in that State Centre. Other than Branches and Affiliated Clubs there is and can be no other level of formal incorporated surf lifesaving entity within a State without the written approval of both SLSA and the relevant State Centre.
- 5.1.2** State Centres and Branches will establish appropriate structures to deliver SLSA's Objects within their respective jurisdictions. State Centres must ensure they appoint appropriately qualified personnel to SLSA Advisory Committees and other committees established by SLSA from time to time.
- 5.1.3** Notwithstanding anything in any State Centre Constitution, should the Board of a State Centre reasonably consider that a situation (for example, financial, administrative, governance, lifesaving) has developed within a Branch (as relevant) or Club or other recognised surf lifesaving group which gives that Board concern and/or is prejudicial or detrimental to the Club, Branch, State Centre or the image of surf lifesaving, the State Centre Board has the authority to investigate the operations of such Branch or Club or recognised group and then if necessary the authority to appoint person/s to take over management and/or control of that Branch or Club and re-establish a sound and satisfactory administration within that Branch or Club or recognised group and for such time as considered necessary.
- 5.1.4** In Queensland and New South Wales a Branch Executive has similar authority in respect to its Clubs or other recognised groups and may take independent action to its State Centre, provided the procedure in **Regulation 5.1.3** is followed. In such situation, the State Centre shall be immediately notified of any action taken by the Branch.
- 5.1.5** A State Centre Board in New South Wales or Queensland may request a Branch (in their respective State) to initiate action against a Club or other recognised group within the Branch in accordance with **Regulation 5.1.3** or to act on behalf of the State Centre and report to them in the matter. If requested by its State Centre a Branch must act in accordance with that request.

