

BRONTE

SURF LIFE SAVING CLUB • 1903

The Regulations

**BRONTE SURF LIFE SAVING CLUB INCORPORATED
(REGISTRATION NO. 056089877)**

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The Regulations of Bronte Surf Life Saving Club Inc.

Background

- A. These Regulations are made under rule 22 of the BSLC Constitution. They contain various directions and requirements of the Club which are binding on the Club and Members of the Club, but are not of a nature, which justifies inclusion in the BSLC Constitution. These Regulations are to be interpreted in accordance with and are subject to the BSLC Constitution.
- B. These Regulations are made for the dominant purpose of ensuring a safe and fair system or framework within which surf lifesaving at the Club 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 the Club.
- C. Defined terms used in these Regulations have the same meaning as they would have if used in the Constitution.
- D. Any ruling by the Committee on the interpretation of these Regulations is final and conclusive for the purposes of the matter in respect of which the ruling is made.

1. MEMBERSHIP

1.1 Membership Categories

The Members of the Club shall consist of:

1.1.1 Senior Members which comprise:

- (a) **Active Members**, who shall hold a Bronze Medallion, fulfil patrol and Club obligations and qualify in an annual proficiency test (unless that Member has obtained their Bronze Medallion in that season). Active Members shall have the right to be present, to debate and to vote at General Meetings;
- (b) **Reserve Active Members**, A Member who applies in writing to the General Manager, may, with the approval of the Board, be transferred to Reserve Active Membership if the Member has been an Active Member for a continuous period of 8 years –or such lesser period as the Board may in special circumstances approve – since the date on which the Member gained the Bronze Medallion, or such later date as the Board may approve. In computing the continuous period of 8 years referred to this Regulation:
 - (i) time spent on leave of absence granted to enable the Member to perform service as a member of the armed forces of Australia is to be counted as time spent as an Active Member, and

- (ii) time spent on leave of absence other than time referred to in paragraph Regulation 1.1.1(b)(i) is not to be counted as time spent as an Active Member, but is not to be regarded as having broken the continuity of the period

An applicant for membership who has been granted Reserve Active Membership, or the equivalent, of another Club affiliated with SLSA may, in the discretion of the Board and subject to any conditions the Board may impose, be admitted to Reserve Active Membership of this Club.

- (c) **Long Service Members**, shall be an Active Member or Reserve Active Member who applies in writing to the Manager, Administration may, in the discretion of the Board, be transferred to Long Service Membership if the Member has been an Active Member or Reserve Active Member for a continuous period of 10 years since gaining the Bronze Medallion.

In computing the continuous period of 10 years referred to Regulation 1.1.1(c):

- (i) time spent on leave of absence granted to enable the Member to perform service as a member of the armed forces of Australia is to be counted as time spent as an Active or Reserve Active Member, and
- (ii) time spent on leave of absence other than time referred to in Regulation 1.1.1(c)(i) is not to be counted as time spent as an Active or Reserve Active Member, but is not to be regarded as having broken the continuity of the period.

An applicant for membership who has been granted Long Service Membership, or the equivalent, of another Club affiliated with SLSA may, in the discretion of the Board and subject to any conditions the Board may impose, be admitted to Long Service Membership of this Club

1.1.2 **Youth Members** which comprise:

- (a) **Nipper Members** shall be a person who shall be a minimum age of five (5) years and up to a maximum age of thirteen (13) years and such person shall be required to gain the relevant Surf Education Certificate for that person's age group. Junior Activities Members are not entitled to vote at General Meetings; and
- (b) **Cadet Members** shall be a Member of the age qualification as defined in SLSA's Manuals (i.e. under 15 years old) and who has obtained the Surf Rescue Certificate or has passed the annual proficiency test. Cadet Members are not entitled to vote at General Meetings;

1.1.3 **Associate Members**, may or may not have a Bronze Medallion. Associate Members shall not have voting rights unless elected to office or position, which is provided voting rights by this Constitution and shall comprise:

- (a) **Social Members**; an applicant must not be admitted as a Social Member unless the applicant has attained the age of 35 years, or is incapacitated, or satisfies the Board that there is other good reason why the applicant should be so admitted. Social Members are not entitled to vote at General Meetings; and
- (b) **Parent Members** shall be a person who is the parent of a Nipper or Youth Member may apply for Parent Membership. Parent Members are not entitled to vote at General Meetings.

1.1.4 **Life Members** which may be granted membership by the Club to Members who have rendered distinguished, or special service and shall have the right to be present, to debate and to vote at General meetings. Life Membership is governed by Regulation 1.2.

1.1.5 **Honorary Members**, who may be appointed by the Board, without requiring any application for membership, for any period not exceeding three years at any one time, but so that the number of persons holding Honorary Membership granted under this Regulation does not exceed 40 at any one time.

The Board may in special circumstances appoint Honorary Members, in addition to any Honorary Members appointed under Regulation 1.1.5, for any period not exceeding one month.

1.1.6 **Probationary Members** shall be the designation of any person for the time period between making applying for membership and the gaining of an award and/or the granting of a formal category of membership of the Club. Probationary Members are not entitled to vote at General Meetings.

1.2 Life Membership

Members of BSLC may be recommended for appointment to Life Membership. To be considered for Life Membership of BSLC:

1.2.1 any Board member or Member entitled to vote at General Meetings, when seconded by another Board member or Member also entitled to vote at General Meetings, may nominate a Member for the Board to consider for Life Membership in accordance with Regulation 1.2.2;

1.2.2 the Board may consider and recommend to a General Meeting a Member be appointed as a Life Member, including without limitation anyone nominated by a Member in accordance with Regulation 1.2.1, who the Board determines has rendered distinguished service to the Club, including without limitation:

- (a) a sustained and conspicuous contribution at a level at a level which brings distinction to the Club over an extended period of time; or
- (b) an individual contribution attributable solely to the nominee Member that is considered by the Board to be unique;

1.2.3 in determining whether to recommend a Member to a General Meeting, the Board will consider, among other factors, what distinguishes that Members contribution or service from other Members of the Club;

1.2.4 the Board may appoint a committee comprising of Life Members and other Members of the Club to give consideration to the nominated Life Members;

1.2.5 the Club may by special resolution passed at a General Meeting confer Life Membership on the individual nominated by the Board;

1.2.6 the Member approved by the Club must accept or reject the Life Membership in writing; and

1.2.7 if the Member accepts the Life Membership, the Life Membership will become effective when the Board enters the Member details upon the register.

1.3 Inter-club transfers

Applications for membership to the Club by a Member from another surf life saving club must comply with the procedures as determined by the Board from time-to-time.

1.4 Voting Rights

Membership voting rights shall be limited to Life Members and Senior Members or as provided for within these Regulations.

2. DIRECTORS

2.1 Directors (including President)

2.1.1 Elected Directors, including the President, are elected under rule 17 of the BSLC Constitution. The Elected Directors shall fulfil the requirements (as applicable) set out in Regulations 2.1.2, 2.2, 2.3, 2.5 and 2.5 respectively.

2.1.2 In addition to the requirements under rule 17.1.2 of the BSLC Constitution, candidates for Director of BSLC must have been a Member of the Club for a minimum of three years, unless otherwise as determined by the Board.

2.2 The President

The President shall:

2.2.1 be the nominal head of the Club and will act as chairperson of any Board meeting or General Meeting at which he is present;

2.2.2 as chairperson, decide the order in which the business of the meeting will be taken and ensure that discussion at the meeting is on issues that, according to the BSLC Constitution and BSLC policies, clearly belong to the Board or General Meeting to decide;

2.2.3 be a Director of BSLC and shall comply with the BSLC Governance Policy;

2.2.4 be a media spokesperson for BSLC;

2.2.5 be prepared to attend, as far as practicable, special events, meetings, conferences and forums that have effect for BSLC or its Members;

2.2.6 delegate authority, but always remain accountable for such delegations;

2.2.7 comply, wherever possible, with the selection criteria set out below:

- (a) previous experience in organisational work from either business or community activities;
- (b) demonstrated ability to understand a wide scope of community issues;
- (c) management or administration skills, including financial management, and a good knowledge of corporate governance and directors' duties and responsibilities;
- (d) sound professional or commercial background;
- (e) excellent presentation and communication skills; and

- (f) sound understanding of strategic planning processes and ability to implement developed procedures; and

2.2.8 be an individual Member of BSLC.

2.3 Treasurer

The Treasurer shall:

2.3.1 through the respective advisors, appropriate staff and Members, supervise and monitor the financial affairs of the Club and report to the Board on a regular basis;

2.3.2 advise the Board upon reports and recommendations received from advisors, appropriate staff, Members and other forums established from time to time to consider and recommend upon financial matters affecting the Club;

2.3.3 comply, wherever possible, with the selection criteria set out below:

- (a) management or administration skills, including financial management, and a good knowledge of corporate governance and directors' duties and responsibilities;
- (b) sound professional or commercial background;
- (c) sound presentation and communication skills; and
- (d) sound understanding of strategic planning processes and ability to implement developed procedures;

2.3.4 be a Director of BSLC and comply with the BSLC Governance Policy; and

2.3.5 be an individual Member of BSLC.

2.4 Director of Lifesaving

The Director of Lifesaving shall:

2.4.1 through the respective advisors, appropriate staff and Members, supervise and monitor lifesaving services, awards, instruction assessment, equipment, drowning prevention and associated activities;

2.4.2 advise the Board upon reports and recommendations received from advisors, appropriate staff, Members and other forums established from time to time, to consider and recommend upon Lifesaving matters;

2.4.3 supervise the convening, reporting and performance of advisors and supporting subcommittees;

2.4.4 work closely with the Director of Education;

2.4.5 act as chairperson of any committee formed under his/her supervision;

2.4.6 be aware of the progress of all programs and activities affecting Lifesaving, whilst respecting and observing the formal authority and communication links between the national advisors, appropriate staff and other relevant persons;

- 2.4.7 be prepared to undertake programs or give advice when so requested by the Board or the President, and as far as possible, observe such time frames and criteria as may be defined;
- 2.4.8 be prepared to attend as reasonably required national meetings, conferences and forums that are convened and have effect upon Lifesaving;
- 2.4.9 be a Director of BSLC and comply with the BSLC Governance Policy;
- 2.4.10 hold a Bronze Medallion;
- 2.4.11 also be referred to from time-to-time as the Club Captain; and
- 2.4.12 be an individual Member of BSLC.

2.5 Director of Education

The Director of Education shall:

- 2.5.1 through the respective advisors, appropriate staff and Members, supervise and monitor Development programs and activities;
- 2.5.2 advise the Board upon reports and recommendations received from advisors, appropriate staff, Members and other forums established from time to time to consider and recommend upon education and training matters;
- 2.5.3 supervise the convening, reporting and performance of advisors and any supporting sub-committees;
- 2.5.4 work closely with the Director of Lifesaving;
- 2.5.5 be aware of the progress of all programs and activities affecting education, whilst respecting and observing the formal authority and communication links between the national advisors, appropriate staff and other relevant persons;
- 2.5.6 be prepared to undertake programs or give advice when so requested by the Board or the President and, as far as possible, observe such time frames and criteria as defined;
- 2.5.7 be prepared to attend as reasonably required other meetings, conferences forums which are convened and have effect upon education;
- 2.5.8 be a Director of BSLC and comply with the BSLC Governance Policy;
- 2.5.9 hold a Bronze Medallion; and
- 2.5.10 be an individual Member of BSLC.

2.6 Director of Marketing

The Director of Marketing shall:

- 2.6.1 be responsible for the generation of sponsorship and marketing activities for the Club;
- 2.6.2 advise the Board upon reports and recommendations received from advisors, appropriate staff, Members and other forums established from time to time to consider and recommend upon sponsorship and marketing matters;

- 2.6.3 be prepared to undertake programs or give advice when so requested by the Board or the President and, as far as possible, observe such time frames and criteria as defined;
- 2.6.4 be a Director of BSLC and comply with the BSLC Governance Policy; and
- 2.6.5 be an individual Member of BSLC.

2.7 Director of Surf Sports

The Director of Surf Sports shall:

- 2.7.1 through the respective advisors, appropriate staff and Members, supervise and monitor lifesaving competitions, equipment, and activities and keep the Board informed of developments from time to time as required;
- 2.7.2 be aware of the progress of all programs and activities affecting lifesaving sport and sport competitions, whilst respecting and observing the formal authority and communication links between all relevant persons;
- 2.7.3 be prepared to undertake programs or give advice when so requested by the Board or the President and, as far as possible, observe such time frames and criteria as defined;
- 2.7.4 be responsible for management of competition equipment;
- 2.7.5 comply with the duty statement for Board Members of BSLC;
- 2.7.6 be a Director of BSLC and comply with the BSLC Governance Policy; and
- 2.7.7 be an individual Member of BSLC.

2.8 Director of Juniors

The Director of Juniors shall:

- 2.8.1 in consultation with advisors and appropriate staff, develop review and supervise all junior activities at the Club and keep the Board informed of developments from time to time as required;
- 2.8.2 supervise the convening, reporting and performance of advisors and supporting subcommittees;
- 2.8.3 be aware of the progress of all programs and activities affecting juniors, whilst respecting and observing the formal authority and communication links between the national advisors, appropriate staff and other relevant persons;
- 2.8.4 comply with the duty statement for Board Members of BSLC;
- 2.8.5 be a Director of BSLC and comply with the BSLC Governance Policy; and
- 2.8.6 be an individual Member of BSLC.

2.9 Director of Nippers

The Director of Nippers shall:

- 2.9.1 in consultation with advisors and appropriate staff, develop review and supervise all nipper activities and keep the Board informed of developments from time to time as required for submission to the Board;
- 2.9.2 supervise the convening, reporting and performance of advisors and supporting subcommittees;
- 2.9.3 be aware of the progress of all programs and activities affecting nippers, whilst respecting and observing the formal authority and communication links between the national advisors, appropriate staff and other relevant persons;
- 2.9.4 be prepared to undertake programs or give advice when so requested by the Board or the President and, as far as possible, observe such time frames and criteria as defined;
- 2.9.5 comply with the duty statement for Board members of BSLC;
- 2.9.6 be a Director of BSLC and comply with the BSLC Governance Policy;
- 2.9.7 hold a Bronze Medallion; and
- 2.9.8 be an individual Member of BSLC.

2.10 Vice President

In the event the Board elects a Director as the Vice President, then the Vice President shall;

- 2.10.1 take the place of the President when requested by the President to act as his delegate, act as a Chair person at Board meetings or General Meetings, act as his delegate or media spokesman;
- 2.10.2 be a Director of BSLC and shall comply with the BSLC Governance Policy;
- 2.10.3 be prepared to attend as far as practical special events, meetings, conferences and forums that he has been requested to by the President; and
- 2.10.4 be an individual Member of BSLC.

2.11 Remuneration of Directors

- 2.11.1 No Director of BSLC shall receive remuneration for work carried out as a Director of BSLC.
- 2.11.2 Directors of BSLC are entitled to receive reimbursements and/or expenses for work carried out as a Director.

3. MEETINGS AND MANAGEMENT

3.1 General Meetings

General Meetings of BSLC are authorised under rules 11 to 15 of the BSLC Constitution and are conducted as an Annual General Meeting or a Special General Meeting at which all BSLC Members may attend.

3.2 Board Meetings

Board meetings are authorised and conducted under rules 19 to 22 of the BSLC Constitution.

3.3 Delegation of Authority

- 3.3.1 The Board may under rule 22 of the BSLC Constitution, create, establish or appoint from amongst its own Members, or otherwise, special committees, sub-committees, individual officers and consultants to carry out such duties and functions, and with such powers, as the Board determines.
- 3.3.2 The authority of committees and other advisors who may be delegated duties and functions from time to time will be determined by the Board with any specific terms of reference for that committee or advisor.
- 3.3.3 All appointed committees cannot bind the Club and shall report directly to a nominated Member(s) as determined by the Board.

4. COMMITTEES AND ADVISORS

4.1 Authorisation

- 4.1.1 By this Regulation the Board has delegated authority to make appointments under rule 20 of the BSLC Constitution committees to assist in the management of the Club including without limitation the following committees:
 - (a) Finance & Audit Committee; and
 - (b) Appeals Committee.
- 4.1.2 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.

4.2 Board Committees

The following committees are appointed and authorised under rule 22 of the BSLC Constitution. These 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.

4.2.1 Finance & Audit Committee

The Finance & Audit Committee (**FAC**) shall:

- (a) comprise the President, the Treasurer and the General Manager, with the President being appointed chairperson and a representative of the Club's accountants or a Member selected by the Board, each of whom have been selected for their expertise in finance, governance or risk management but may or may not have a surf lifesaving background. All committee members shall be confirmed by the Board;
- (b) be assisted and advised by the external auditors;
- (c) the Treasurer shall act as secretary to the FAC;
- (d) have the primary function to assist the Board in its oversight of:

- (i) the reliability and integrity of accounting policies and financial reporting and disclosure practices; and
 - (ii) the provision of advice to the Board on matters of financial strategy, financial statements, financial systems integrity and business risks to enable the Board to fulfil its fiduciary and stewardship obligations;
- (e) the establishment and maintenance of processes to ensure there is:
- (i) compliance with all applicable laws, Regulations and BSLC policies; and
 - (ii) an adequate system of internal control, management of business risks and safeguard of assets; and
- (f) meet as required, or directed by the Board.

4.2.2 **Grievance Committee**

The Grievance Committee shall:

- (a) comprise three members, amongst whom they will elect a Chairperson
- (b) have the primary responsibilities of:
 - (i) hearing any complaints directed to it by the Board of Management or Club General Manager
 - (ii) making a final determination and report in writing to the Board;
- (c) meet as required or as directed by the Board;
- (d) at any meetings of the Grievance Committee three members of that committee shall be a quorum;
- (e) a decision of the Grievance Committee shall be taken by a simple majority of the members of the committee voting; and
- (f) an honorary Legal Officer may attend a meeting of the Appeals Committee if requested by the Chairperson.

4.3 **Salaried officers**

4.3.1 The Board may employ a salaried officer or salaried officers to assist in the management of the Club's affairs.

4.3.2 Without limiting Regulation 4.1.1, the Board may employ a General Manager.

4.3.3 The Board may from time to time determine the functions, terms and conditions of employment, and remuneration, of any salaried officer employed under this Regulation, and may direct:

- (a) that that salaried officer be responsible to a specified operating unit or units or to a specified officer or officers of the Club, and
- (b) that the responsibility to the Board of an operating unit referred to in Regulation 2 be exercised through the General Manger.

5. OFFICERS AND THEIR FUNCTIONS

5.1 Boat Captain

- 5.1.1 Subject to the direction of the President of the Club, the Boat Captain shall at all times be in charge of the Club surf boat or surf boats, and shall be responsible for all gear appertaining thereto and for keeping the boats and gear in good order and condition.
- 5.1.2 The Boat Captain shall select a sweep for each of the Club's boat crews, and in conjunction with each sweep so selected shall select each of the boat crews to represent the Club at Carnivals other than Championship Carnivals.
- 5.1.3 The Boat Captain shall supervise the training of the Club's boat crews, and those crews shall be under his direction and command.
- 5.1.4 The Boat Captain is permitted to form a boat's committee of up to five Members of the Club to assist in the management of the boat crew.

5.2 Boat Vice Captain

- 5.2.1 The Boat Vice Captain shall assist the Boat Captain in the exercise of his functions as requested by the Boat Captain.
- 5.2.2 In the absence of the Boat Captain the Boat Vice Captain shall exercise the functions of the Boat Captain.

5.3 IRB Captain

- 5.3.1 Subject to the direction of the Club Captain or President of the Club, the IRB Captain shall at all times be in charge of the Club Inflatable Rescue Boat or Boats, and shall be responsible for all gear appertaining thereto and for keeping the Boat or Boats and gear in good order and condition.
- 5.3.2 The IRB Captain shall ensure that a fully operational Inflatable Rescue Boat, with crew, is available at Bronte at all times during patrol hours.
- 5.3.3 The IRB Captain shall, if so requested by or on behalf of the Captain or President of the Club, arrange for the laying of buoys for water events and examinations and for an Inflatable Rescue Boat to stand by those buoys during those events and assessments.
- 5.3.4 The IRB Captain shall supervise the training of the Club's IRB crews, and those crews shall be under his direction and command to ensure they maintain and improve their current skill levels.
- 5.3.5 The IRB Captain shall have the right to call upon any Member of the Club to assist in handling the Club's Inflatable Rescue Boat or Boats in all reasonable circumstances.

5.4 IRB Vice Captain

- 5.4.1 The IRB Vice Captain shall assist the IRB Captain in the exercise of his functions as requested by the IRB Captain.
- 5.4.2 In the absence of the IRB Captain the IRB Vice Captain shall exercise the functions of the IRB Captain.

5.5 Club Vice Captain

- 5.5.1 The Club Vice Captain shall assist the Club Captain in the exercise of his functions as requested by the Club Captain.
- 5.5.2 In the absence of the Club Captain the Vice Captain shall take on all responsibilities and act in the place of the Club Captain.

5.6 Board Captain

The Board Captain shall, under the supervision of the Captain of the Club:

- 5.6.1 be responsible for the care and maintenance of rescue boards belonging to the Club, including training patrol Members on the requirements for care and maintenance of boards;
- 5.6.2 supervise the care and security of boards on Club premises and report any unauthorised use of boards to the Life Saving subcommittee;
- 5.6.3 have control over the boards belonging to the Club at Bronte beach; and
- 5.6.4 issue from time to time the current rescue board policy for the Club.

5.7 Gear Steward

Subject to the direction of the Captain, the Gear Steward shall:

- 5.7.1 keep custody of, and keep in good order and condition, all the life saving, gear of the Club, with the exception of boats, surf boards and skis and gear;
- 5.7.2 from time to time report to the Life Saving committee on the condition of gear; and
- 5.7.3 present for the annual gear inspection conducted on behalf of the SLSA all such gear of the Club (including boats, surf boards and skis and gear appertaining thereto) as shall be required for that inspection, and attend that inspection.

5.8 Water Safety Supervisor

The Water Safety Supervisor shall under the under the supervision of the Club Captain and/or the Director of Nippers:

- 5.8.1 be responsible for the provision of water safety servicers for such club activities as required; and
- 5.8.2 liaise directly with all water safety personnel as necessary.

5.9 Patron and Vice Patrons

- 5.9.1 The Board may from time to time invite a suitable person to accept appointment as Patron of the Club for a term not exceeding 3 years at any one time.
- 5.9.2 The Board may from time to time invite suitable persons to accept appointment as Vice Patrons of the Club, each for a term not exceeding 3 years at any one time.

5.10 Other Officers of the Club

In accordance with rule 20.1(a) of the BLSC Constitution, the Board may appoint individual Members to carry out such duties and functions, and with such powers, as the Board determines from time to time including, without limitation, the fulfil the following roles:

- 5.10.1 Honorary Legal Officer;
- 5.10.2 Senior Competition Team Manager;
- 5.10.3 Masters Manager;
- 5.10.4 Senior Team Entry Manager;
- 5.10.5 Senior Team Logistics;
- 5.10.6 R&R Manager;
- 5.10.7 Surf Board Riding Manager;
- 5.10.8 OH&S Co-ordinator;
- 5.10.9 Membership & Awards Co-ordinator;
- 5.10.10 Executive Advisory Group;
- 5.10.11 Environmental Surf Co-ordinator;
- 5.10.12 Schools Co-ordinator; and
- 5.10.13 Honorary Medical / First Aid Equipment Officer.

6. RULES AND PROCEDURES

6.1 Authority of Rules and Procedures

The formulation of Regulations relative to the rules and procedures of BSLC are authorised under rule 22 of the BSLC Constitution.

6.2 Membership fees

The membership fees payable by each category of Members shall be determined annually by the Board.

6.3 Patrols

6.3.1 Rosters

Members shall be allotted to patrols, and patrols shall be rostered, by the Club Captain and Vice-Captain.

6.3.2 Patrol Captains

- (a) The Club Captain shall appoint to each patrol a Patrol Captain, who shall hold a current Advanced Resuscitation Certificate issued by the SLSA

unless he is dispensed by the Captain from the obligation to hold such a Certificate.

- (b) The Patrol Captain shall appoint to each patrol a Patrol Vice Captain who shall in the absence of the Patrol Captain exercise the functions of the Patrol Captain.
- (c) Each patrol shall, subject to any requirement of the Club Captain, be under the direction of its Patrol Captain, who shall be responsible to the Club Captain, or his nominee, for the efficient carrying out of the duties of the patrol.
- (d) At the conclusion of the period of duty of a patrol the Patrol Captain shall complete a written report of the patrol.

6.3.3 Patrol Members

- (a) A member of a patrol shall carry out such life saving duties and other duties as may from time to time be allotted to him by the Patrol Captain.
- (b) A member of a patrol shall at all times during his period of duty ensure that he is fit to carry out his patrol duties in a satisfactory manner.
- (c) A member of a patrol shall not absent himself from the patrol during his period of duty without the permission of the Patrol Captain.
- (d) A member of a patrol shall, at all times during his period of duty, swimming included, wear a cap supplied by the Club, adequately tied, and shall wear a swimming costume and, at the direction of the Club Captain, such additional uniform as is supplied by the Club.
- (e) A Member who fails to carry out his patrol duties shall be guilty of a breach of the By-laws, and shall be so reported by the Patrol Captain or Vice Patrol Captain to the Life Saving committee.

6.3.4 Absence from patrols

- (a) A Member, whether or not he is competing at a Carnival, who is unable to attend a patrol for which he is rostered, and for which leave of absence has not been granted to him by the Life Saving committee, shall fill his place by arrangement with another Active Member of the same classification and shall notify the Patrol Captain, the Club Captain or the Vice Captain of the substitution.
- (b) If a Member arranges for a substitute for a patrol under Regulation 6.3.4(a) and the substitute does not carry out the patrol, the Member shall be deemed to have failed to carry out the patrol.
- (c) A Member who is required to attend an award instruction class during the period of a patrol for which he is rostered shall, on notifying the Patrol Captain, be excused from the patrol for the period of the class.
- (d) A Member who is unable to carry out a patrol for which he is rostered, and for which no substitute has been provided or leave of absence first granted by the Life Saving committee, shall notify the Patrol Captain of his inability before the commencement of the period of duty of the patrol.
- (e) A Member who fails to carry out a patrol for which he is rostered, and for which no substitute has been provided or leave of absence first granted by

the Life Saving committee, shall be deemed as a no show and required to make up the patrol at the direction of the Club Captain or Club Vice Captain, who may direct that the patrol shall be made up by the Member carrying out patrol duties for up to twice the number of rostered hours missed.

- (f) A Member who fails to make up a patrol at the direction of the Club Captain or the Vice Captain shall be guilty of a breach of the By-laws, and shall be so reported by the Vice Club Captain to the Life Saving committee.
- (g) A Member who, without providing a substitute or first obtaining leave of absence from the Life Saving committee, has failed to carry out 3 patrols (i.e. 3 'no shows') for which he has been rostered or which he has been directed to attend by way of making up missed patrols, and has not made up any of those patrols to the satisfaction of the Club Captain or Club Vice Captain, shall, subject to the discretion of the Life Saving committee and Board, cease to be a Member of the Club.

6.4 Patrol Hours

The Board may from time to time grant;

6.4.1 double hours to Active Members for specific duties such as the Bondi-to-Bronte Ocean swim, specific patrols and other duties; and

6.4.2 Active Members the right to elect to do their hours as water safety personnel in substitution for patrol hours.

6.5 Radio

It shall be the duty of each patrol to man and operate the Club radio in accordance with the directions of the Sydney Branch of the SLSA.

6.6 Boats, Boards and Skis

6.6.1 Boats

- (a) In this Regulation, "boat" includes Inflatable Rescue Boat.
- (b) The boats and boat gear shall whenever practicable be housed in the boat shed or sheds and kept under lock and key.
- (c) A Member authorised to use a boat shall be responsible for the safe return of the boat and its gear.
- (d) The Boat Captain or IRB Captain shall report in writing to the Life Saving subcommittee any loss or damage to the boats or boat gear.
- (e) No person other than Active Members of the Club shall be allowed the use of any Club boat.
- (f) Any Member authorised to use a boat shall have the right to call on any other Member to assist in handling the boat in all reasonable circumstances.
- (g) No more than the boat's crew shall be allowed in any boat unless rescue work or other special circumstances require otherwise.
- (h) A fully equipped boat must be available at Bronte beach at all times during patrol hours.

6.6.2 **Boards and skis**

- (a) The boards and skis belonging to the Club shall whenever practicable be housed in the board and ski shed and kept under lock and key.
- (b) Any Member authorised to use a Club board or ski shall be responsible for its safe return.
- (c) The Surf Board and Ski Captain shall report in writing to the Life Saving subcommittee any loss or damage to a Club board or ski.
- (d) No person other than Active Members of the Club shall be allowed the use of any Club board or ski.
- (e) Club boards and skis shall be used only for the purposes for which they are designed.

6.7 **House**

6.7.1 **Hours**

The Club House shall be open to Members for the purposes of the Club for hours of operation advised from time to time, and shall not be open outside those hours without the approval of the committee or General Manager.

6.7.2 **Lockers**

- (a) Any lockers belonging to the Club shall be available to be hired by Members on payment of an annual hiring fee fixed from time to time by the committee.
- (b) Lockers will be allocated for hire by Members by the General Manager.
- (c) A Member who hires a locker shall be responsible for keeping it in good order and repair, and if he fails to so keep it he shall be liable to the Club for the costs of any repairs to the locker necessarily carried out by or on behalf of the Club.

6.7.3 **Wet costumes**

A Member shall not wear a wet costume in the function room of the Club House.

6.7.4 **Cleanliness**

- (a) Each Member shall take all reasonable action to preserve the cleanliness of the Club.
- (b) A Member entering the top floor of the Club House shall ensure wearing footwear.
- (c) A male Member shall not use the ladies' toilet or showers, whether or not any lady is on the Club premises.
- (d) A Member using the kitchen or barbecue area shall see that it is left clean after use.

6.7.5 **Children**

- (a) A child under the age of 13 years, other than a Member, shall not be permitted to enter the Club House unless accompanied by a Member.
- (b) A Member who accompanies a child so as to have the child permitted to enter the Club House shall adequately supervise the child at all times while the child remains in the Club House.
- (c) A child under the age of 13 years, whether or not a Member, shall not be permitted to enter the Club gymnasium.
- (d) A person between the age of 13 and 16 years, whether or not a Member, shall not use the gymnasium except under the supervision of a Senior Active Member or person approved by the President or the General Manager.

6.7.6 Animals

No animals shall be permitted in the Club House.

6.7.7 Liquor and prohibited drugs

- (a) A Member shall not come on to Club premises under the influence of intoxicating liquor.
- (b) No prohibited drug shall be brought on to the Club premises.
- (c) A Member shall not come on to the Club premises under the influence of a prohibited drug.

6.7.8 Visitors

A Member who brings a visitor on to the Club premises shall be responsible to ensure that the visitor, while he remains on the Club premises, conforms to these House By-laws as though they were a Member.

6.7.9 Conduct

A Member shall not in the Club House engage in bad language, other unseemly conduct or other conduct likely to interfere with the comfort of other Members.

6.7.10 Roof

A Member shall not be permitted on the roof of the auditorium of the Club House unless for life saving purposes or with the approval of a Board member or General Manager.

6.7.11 Access Pass

- (a) A Member shall be entitled to be supplied with an access pass to the Club House.
- (b) A Member who has been supplied with an access pass to the Club House shall not be entitled to be supplied with another such pass except on payment of a fee fixed from time to time by the committee.

7. COMPETITIONS

7.1 Carnivals and Competitions

Subject always to the BSLC Constitution in relation to carnivals and competitions the following shall apply:

- 7.1.1 rules for the conduct, control and management of carnivals and competitions may be made, altered and repealed by the Director of Surf Sports, the Junior Director or the Director of Nippers (as the case may be)unless otherwise determined by the Board;
- 7.1.2 rules for the adjudication of protests and disputes relating to carnivals and competitions may be made, altered and repealed by the Directors set out in Regulation 7.1.1 unless otherwise determined by the Board;
- 7.1.3 rules provided for in Regulations 7.1.1 and 7.1.2 are documented in the current edition of the BSLC Competition Manual and Bulletins issued from time to time; and
- 7.1.4 when rules are made, altered or repealed each State Centre, Branch, and Affiliated Club shall be informed, if required.

7.2 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:

- 7.2.1 inherent in membership of BSLC, but subject always to gaining the appropriate qualification as prescribed by BSLC and complying with the competition rules issued by BSLC, is the right to enter and participate in events, contests, carnivals and competitions conducted by BSLC;
- 7.2.2 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 competitors conducted by BSLC; and
- 7.2.3 Members acknowledge and agree that if they participate in, and/or use any BSLC equipment in, any event, contest, carnival and competition, which has not been licensed, sanctioned or otherwise authorised by BSLC they may attract disciplinary action under the Regulations which may result in forfeiture of their competitive rights set out in Regulation 7.2.1 above.

7.3 Trophies, Prizes and Eligibility

In relation to trophies, prizes whether cash or kind and the eligibility of Individual Member/s representing a section of BSLC to compete for or accept such trophies or prizes, BSLC 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.

8. DISCIPLINE

8.1 Disciplinary matters

Disciplinary matters are authorised under rules 7 and 10.2 of the BLSC Constitution.

8.1.1 Breach

Where a Member has allegedly:

- (a) breached, failed, refused or neglected to comply with a provision of this Constitution, the Regulations, or any resolution or determination of the Club;
- (b) acted in a manner prejudicial to the Objects and interests of the Club and/or surf lifesaving; or
- (c) brought the Club, any Surf Life Saving Club or surf lifesaving into disrepute,

the Board may commence or cause to be commenced investigatory and/or disciplinary proceedings (**proceedings**) against that Member, and that Member will be subject to and submits unreservedly to the jurisdiction, procedures, penalties and appeal mechanisms set out in these Regulations.

8.1.2 Procedure

Proceedings commenced under these Regulations shall be conducted as follows:

(a) Request to Appear

Upon receipt of a referral from the Board or a notice of appeal from a Member the subject of disciplinary proceedings following a decision by the Board, the Appeals Committee shall request the party or parties concerned in the referral to appear before them. Such request shall be in writing either delivered personally or in appropriate cases by post or facsimile to the appropriate address (mail or electronic) or facsimile number of the party or parties concerned. A notice given by post shall be deemed to have been given on the second day following that on which it shall be posted. A notice given by facsimile shall be deemed to be given upon receipt of a confirmation report confirming the facsimile was received at the facsimile number to which it was sent. A notice given by email shall be deemed to be given unless an email is received in reply stating email not successfully transmitted.

(b) Notice

Proceedings shall take place as soon as practicable. All parties concerned shall be given at least seven (7) days' notice of the proceedings by the Appeals Committee. The notice shall:

- (i) be in writing;
- (ii) state that the party or parties concerned are required to appear and in what capacity;
- (iii) state the nature of the proceedings and the matters or alleged offence(s), the subject of investigation or determination, the possible penalty or penalties and the date, place and time of the hearing;

(iv) be delivered in accordance with Regulation 8.1.2(a) above.

(c) **Appearance**

Persons appearing before the Appeals Committee shall be entitled to call witnesses, but must state their case in person unless the Appeals Committee has permitted representation through an advocate. They and their witnesses shall be given a full opportunity to be heard. In their absence, or in the absence of their witnesses, a decision may be made by default. Before making a decision in default of appearance, the Appeals Committee must satisfy itself that the party concerned was aware of the time, date and place of hearing and had been requested to appear in accordance with Regulations 8.1.2(a) and 8.1.2(b) above.

8.1.3 Penalties

- (a) Penalties which may be imposed by the Board or the Appeals Committee include:
- (i) a reprimand;
 - (ii) suspension of such activities, on such terms and for such period as the Appeals Committee thinks fit;
 - (iii) exclusion from a particular activity, event or events;
 - (iv) expulsion;
 - (v) fines, imposed in such manner and in such amount as the Appeals Committee thinks fit;
 - (vi) such combination of any of the above penalties as the Appeals Committee thinks fit.
 - (vii) additional Service, requiring the Member to undertake an activity based penalty, imposed in such manner as the Appeals Committee deems fit.
- (b) During proceedings the subject(s) of the proceedings may be suspended, on such terms and for such period as the relevant referring authority thinks fit, and shall remain under suspension unless the relevant referring authority decides otherwise.

8.1.4 Reporting

- (a) Unless the decision of a Appeals Committee is unanimous, a separate report may be made to the referring authority by the minority. The decision of the majority however, shall be deemed to be the decision of the Appeals Committee. Where voting is equal, the Appeals Committee chairperson may exercise a casting vote.
- (b) A decision of an Appeals Committee cannot be altered by the referring authority.

9. MISCELLANEOUS

9.1 Meritorious recognition

The Board may in its sole discretion from time-to-time recognise meritorious efforts by a Member or Members in respect of exceptional contribution to the Club.

9.2 Club property

No Member shall remove, or use for any purpose other than that for which it is intended:

9.2.1 any life saving, competition or Carnival gear of the Club without the approval of the President, Captain, Competition Director, Youth Director or Nipper Director; or

9.2.2 any other property of the Club without the approval of the General Manager.

9.3 Motto

9.3.1 The Club can adopt a motto.

9.3.2 The current Club motto is 'Bronte First'. The motto can be altered by the Board from time to time.