

JUNE TWENTY EIGHTEEN

BOARD OF DIRECTORS

PRESIDENT:
MR LES MOLE

DEPUTY PRESIDENT:
MR JOHN MCCLELLAND

SECRETARY:
MRS CAROLYN ASHER

TREASURER:
MR STEPHEN KAY

DIRECTOR:
MR COLIN HARRIS

DIRECTOR:
MR SEAN KELLY

DIRECTOR:
DR SHAYNE BAKER OAM



President's Report

With the winter months now providing us with the opportunity to catch our breath, I am so pleased to report on the positive vibe permeating through the Society.

With Paul Barry's determined and disciplined leadership, our Organisation has stepped up a gear, and the vigour and enterprise of his new team, are certainly kicking some major goals. The employee of the month award has been an outstanding success and we all very much appreciate the effort and commitment of all of our staff.

We have been working extensively with the State Government, and we hope to report on new initiatives over the coming months.

I have been personally involved in four (4) of the regional trainer workshops, and again the feedback from our army of trainers has been nothing but complimentary. Sure, there will always be areas for improvement, but all members can be assured that we are committed to constant change and improvement.

The sub-committees ie, building committee, honours committee, sports committee, finance committee, library and history committee – are all working extremely hard, to provide the best possible outcomes for our members.

Whilst we have many challenges ahead, I feel confident that the expertise on our current Board of Directors can continue to maintain focus and constructively see us through the years ahead.

I sincerely thank all of our members for their ongoing words of support, encouragement and the hard work that you do, at the coal face in the community.

Yours in Life Saving.
Les Mole

Executive Directors Report

I trust members have seen significant positive change in the society over the last six months and I would like to let you know how we are tracking. As you may recall, when I commenced in the role of Executive Director, I advised of a number of things that I would focus on. Most of these have had significant progress and I outline below a summary of this progress:

Revisit who we are	Core values have been created (Teamwork, Respect, Integrity and Safety) and have been communicated to stakeholders via newsletter and at meetings. Staff meetings, members meetings and communications are aligned to these values, and staff performance is measured and managed to these values. Our brand and image has been refreshed and is gradually being aligned to display a clean fresh representation of our values.
Improve member communication	Monthly newsletters have been issued in a revised format. I have received positive feedback about the newsletters and they include more information such as industry, policy, procedures and training matters. Our website has been revamped and we have also instructed our software suppliers to commence work on updating our training website. Regular updates are posted on social media and I have been proactive in managing inappropriate behaviour on social media and in other forums.

Improve member and community trust	I am available to all members and have had many members come in to meet with me to discuss many issues. An online concern form is available and all complaints are recorded in a compliance and complaints register which is reported to the board and our auditors. Finance committee meetings have been held, which has resulted in an update of many of our accounting policies and internal procedures. An updated procedure has been adopted to manage conflict of interest in purchasing which is subject to review of our auditors. I regularly let members know if they have a concern, they can ring me on my mobile number which is 0408 185 727.
Review our capability	We now have regular courses at the Plantation and Burpengary. We have completed the re-write of CPR, First Aid, and Bronze Medallion workbooks and are working on Pool Lifeguard workbooks. New procedures and services are continually being developed and implemented to help members and trainers. This year membership renewal is a one-page form making membership renewal much easier. This aspect (continual review) will continue to be a feature of ongoing improvement.
Improve our governance	An online feedback option is now available and has been used. New policies and procedures have been developed and are on our website for all members to view. A constitution review meeting was held in November 2017, and it was decided that as the Society was re-structuring, to wait for the restructure to complete before re-writing the constitution so that a revised constitution aligns with our structure.
Strengthen our organisation	To strengthen skills all full-time employees that have been engaged hold professional or university qualifications and we have also engaged an independent accounting firm to manage our internal accounts processes. Employment processes have been transparent with all positions advertised and employment based on merit. Likewise, volunteer positions have been advertised and open to all members with appointment on merit. We have been active in brand protection and have also been proactive in the Swim & Survive space.
Prepare for growth	The key growth area that has been highlighted has been direct training delivery. Whilst we have made significant progress in this area, there is still work to do to build and grow this segment. We are also to do more work on building a channel for online sales (shop).
Increase stakeholder engagement	I have been very active in engaging with stakeholders, in particular the Queensland Government on swimming and water safety. We have held eight (8) formal trainers workshops this year, with another round of workshops in the coming months. I have held many meetings with members and member engagement will continue to be a focus as we continue to grow.

Build a service culture	Staff have been trained and are being managed on service and teamwork principles which are part of our values. An employee of the month program has been implemented to help reward positive behaviour of employees and feedback suggests positive change is occurring.
Prepare for our future	A new strategic plan has been developed and also short-term plans developed. A mid length plan is in progress and financial budget for 2018/19 year almost finalised.



We are already a stronger organisation and every week I receive positive feedback from our network. This is exemplified by the amount of referral activity Royal Life Saving is receiving from all sectors of the community. There is still more work to do to make Royal Life Saving the forefront of everyone's mind when they think water safety and we are working on some new activities and project for next financial year.

We are presently challenged with other groups who do not have a history of life saving wanting to deliver life saving education. This is nothing new, groups have been trying to do this over many years and the barriers have been quality of trainers and acceptance of that group as an industry expert. Royal Life Saving has a long history of being the peak water safety body, not just in Australia but worldwide. Most of our trainers have been delivering training for many years and have considerable experience. I encourage trainers to be proud of the quality of our training and focus on what we do well. If we continue to deliver quality training competitors will not be an issue for us.

In closing it looks like this coming financial year will be an exciting time for Royal Life Saving as we continue to make improvements to ourselves and what we do.

Regards
Paul Barry

Executive Director

Training & Education Update

1. Code of Practice for First Aid in the Work place

Safe Work Australia has release a new Code of Practice for First Aid in the workplace dated May 2018. The Code of Practice has guidelines around determining first aid requirements, first aid equipment, facilities & training and it impacts most workplaces and aquatic facilities which are workplaces.

A copy of the code can be obtained from Safe Work Australia or by contacting Royal Life Saving. Trainers can download a copy of the code from the trainer's page. The code is provided free of charge.

Many paragraphs in the code have been re-written so if the code impacts you we recommend you download a copy of the code and gain an understanding. We have noticed some changes such as those indicated below:

- a) Stronger language in the 'Additional Training for First Aiders' section (changed from 'may also do additional first aid training' to 'should also'.
- b) The checklist seems to indicate first aid training should be a specific to 'your' workplace

c) A new summary of recommended requirements in the updated code (this is the guideline around the number of workers for a first aid officer, first aid room, etc).

Link: <https://www.rlssq.com.au/Downloads/Code-of-practice-First-Aid.pdf>

2. Defibrillator Pads (HS1 Child Pads)

If you have a Laerdal HS1 Defibrillator (the one with the pull-down lever), we have been advised by Laerdal that child pads are not presently available and are likely to be unavailable until August 2018. Laerdal advise in an emergency to use Adult pads if you do not have child pads available. Availability does not seem to be an issue for those with FRx or FR3 defibrillators.

When using pads on a child less than 25kg, it is recommended to place one pad on the centre of the chest and the other in the centre of back.

3. First Aid Trainers Workshops

Thanks to all of those that attended the First Aid Trainers workshops, it was great to meet you and discuss the issues you are facing. This series of workshops have now been completed and in all eight workshops were held, with a number of smaller meetings with individual groups of trainers to update them. The strategy was to run short workshops (around four hours) and hold those workshops on a mix of times and locations. Workshops were held on weekdays, weekends and evenings, at our head office (Metro Southside), Burpengary (Metro North Side), the Gold Coast, the Sunshine Coast, Toowoomba, Cairns and Townsville. Most of the trainer's workshops were conducted in conjunction with a swim and survive workshop, which allowed us to conduct workshops with smaller numbers.

If any group of trainers would like a workshop in your region, please contact us and ask. We are more than happy to run workshops and only need a few trainers to get together to make a workshop viable.

4. Bronze Medallion & Pool Lifeguard

Updated Bronze Medallion workbooks (version 18.1) have been completed and are in field testing prior to a release to all trainers which is expected in the next few weeks. These workbooks are reformatted to a pre-course activities workbook (which is kept by the participant), and post course assessment workbook in a similar manner to the new First Aid workbooks. We have now started updating the Pool Lifeguard workbooks and as soon as these are complete, we will announce a number of workshops for Bronze Trainers and Pool Lifeguard Trainers. The intention is that these workshops will be run at a number of locations and on varying days (a mixture of weekdays and weekends).

5. Pool Lifeguard Re-accreditation (Includes CPR)

For those who may not have seen on Facebook, our new Pool Lifeguard Re-accreditation (which is different to the Pool Lifeguard Upgrade) includes a CPR statement of attainment. This change was a result of feedback from trainers and course participants, that the industry wanted a CPR qualification in addition to the higher Oxygen qualification.

The Pool Lifeguard Upgrade packs are still available however will be withdrawn soon as this course was designed to upgrade candidates from the prior units of competence to the new units. A summary of the current Pool Lifeguard courses is outlined below:

Full Pool Lifeguard Course	Workbooks being re-formatted with some additional content.	For new candidates and those with expired qualifications. Will receive a Statement of Attainment on successful completion.
Pool Lifeguard Upgrade	To be withdrawn in the near future	For candidates with older Units of Competency to upgrade to the current units. Receives Statement of Attainment on successful completion.
Pool Lifeguard Re-accreditation	Recently issued, includes CPR	For candidates with a Pool Lifeguard certificate wishing to be re-accredited. Receives Statement of Attainment for CPR.

We look forward to continue to work with you to ensure Royal Life Saving remains the leader in aquatic education and water safety.

Sarah Boettcher
Training Officer

Reef Warriors Program at Airlie Beach

Airlie Beach Aquatic Reef Club, which is affiliated with Royal Life Saving is conducting a Reef Warriors program from 9 to 13 July 2018.

The Reef Warrior program runs over the school holidays for children who can swim and are aged eight-years-old and above. The participants train for four days learning water safety, CPR and survival skills as well as how to snorkel, reef conservation and the ins-and-outs of the reef ecosystem.

As part of their training, Reef Warriors must also assist environmental organisation, Eco Barge, to clean up the beach. At the end of the program, the children receive a Water Smart Royal Life Saving Certificate endorsed by the Royal Life Saving Queensland.

Head Coach, Annika Grunwald said the experience is quite an adventure. "The reef is our future and we want to keep it our future and this is our future generation". The club partners and works with another of our life savings clubs, Whitsunday Coast Life Saving Club, however is a separate club with separate management.

Anyone interested in the program can contact Annika on telephone 0404 677 400.

Nomination for Board of Directors

In accordance with our constitution, this year the positions of President, Honorary Treasurer and one ordinary board member are due for re-election. Any two financial members of the Society shall be at liberty to nominate any person to serve in any vacant position on the Board of Directors. Board members are required to be members of the Society.

The nomination shall be in writing and signed by the nominee, and the proposer and seconder and be lodged by 30 June 2018. The nomination may be hand delivered to our office at the Plantation (1204 New Cleveland Rd, Gumdale Qld 4154) during business hours, or posted to the address shown below, however nominations must be received by us on or before 12pm on 30 June 2018.

The Secretary
Royal Life Saving Society Queensland Inc
PO Box 1093, CAPALABA QLD 4154

Nomination forms are available on our website home page. All nominations must be accompanied by a citation of no more than 200 words (one page with no pictures).

To be eligible, all nominees must comply with requirements for an officeholder as issued by Queensland Government Office of Fair Trading (OFT) and the Australian Charity and Not-for-profit Commission (ACNC) in addition to any requirements of our rules and by-laws.

In the event that there are two or more nominations for a role a postal ballot shall proceed of all financial members as at 30 June 2018. Please note that if you have an unpaid debt to the Society you may not be considered a financial member. When ballot papers are circulated, the citation of each nominee will be included, with each citation edited to be in a similar format and font.

The counting of ballot papers will be conducted by an external law firm and the outcome of the ballot will be announced at the Annual General Meeting which will be before 30 September 2018.

Information for person considering nominating for a role on the Board of Directors

Board members hold a strategic and guidance role for the Society. All board members are expected to attend most board meetings in person. The Society does not generally reimburse board members for the costs of travel or accommodation for attending board or other meetings. Board members will also be expected to be involved in an unpaid capacity on various committees and groups to help the Society continually improve. All new board members will also need to attend an induction session and agree to things such as our codes of conduct and confidentiality prior to attending the first board meeting.

Link: <https://www.rlssq.com.au/Downloads/Nomination-BoD-2018.pdf>



Royal Life Saving Society Queensland Inc
1204 New Cleveland Road, Gumdale Qld 4157
PO Box 1093, Capalaba DC Qld 4157

Phone 07 3823 2823
email admin@rlssq.com.au
www.rlssq.com.au