

BCU Lifeguards

Draft Minutes 9th May 2009

Annual Consultative meeting.

Location South Cerney Outdoor Education Centre.

Time 18:30h

Voting members present

Andrew Walters (AW), Martin Suzan(MS), John Wheeler (JW), Des Merrigan (DM),

Unit Reps

Paul Evans (PE) [Wye Bother], Steve Hobbs (SH) [GAFIRS], Jim Wood (JW) [Herts Canoe Lifeguards]

Regional Reps

Nigel Whitehead (NW) [Welsh Rep], Malcom Ferris-Lay (MFL) [Eastern Region Rep]

Luke Calderon, James Stannard, Jack Sturgeon, Abby Stannard, Phil Quinn (PQ), Ralph Hall, Jacob, Hussain, Gavin Hollis, Jackie Hollis, Simon Elliot, Stuart Martyn, Matt Howe, Mike Rose, Andrew King, Katie Locke, Kayleigh Watson, Chris Warner, Kevin Calderon, Stuart files, Robin Warren, Bradley Pace, Elliott Woodman.

1) Chairman's welcome.

AW welcomed the attendees to the meeting

AW directed the members to the Minutes and other associated paperwork and requested they look through it for the meeting.

2) Apologies for Absence

Lawton Hicks

John Carter

Phil Driver

Alan Hale

Andy Squire (AS)

3) Minutes of last ACM (proposed out of sequence)

A couple of matters were raised in the minutes of the previous ACM.

Unit reps Paul **Evans**.

Publicity Officer: **Lawton Hicks**

Individual Member 2: **John Carter**

Regional Rep: **Mike Rose**

On provision of these changes MS proposed the minutes as a true and accurate account, Seconded by AW.

4) Matters arising

No matters arising were reported.

5) Chairman's Report

Firstly, I'd like to thank Martin and Des for organising Champs this year. But equally I'd like to thank the participants, judges, casualties and helpers for making it what it is.

Our thanks also goes out to the staff of the venue for their assistance and co-operation.

Your committee has been working behind the scenes on a number of issues this year, with several projects nearing completion. The aquatic first aid level 2 award is near to being accepted by the BCU Coaching Department as a prerequisite for the higher level coaching awards, an achievement in itself for us. The Moving Water Module for Lifeguards is up and running. We're also trying to get this award accepted by the Coaching Department as an equivalent to the Whitewater Safety and Rescue course. Both the AFA L2 and the Moving Water Award will become important awards for us as the revenue from the CST award dries up.

The new AFA system of registration has been widely commended by several people and I would say is a resounding success. The Lifeguard awards database is also a feather in our cap, but we all need to feed more information to John, our NTO, to make it work for us more effectively. Please take the time to fill in the questionnaires floating around.

We've had the Pool Endorsement Award revamped in record time, thanks to John for his work on that one. It's now a far more relevant award, having involved leisure centre managers in the process of re-writing the award.

We still have the never-ending issue of attracting new people on to the committee. I've always found being on committees very rewarding so please, if anyone fancies it then tell us and get involved.

The newer units are getting more involved with lifeguard life, undertaking training and assessments so that they can provide qualified safety cover at various events.

It was a sad day when the last Iron Man contest at Sherbourne took place last August. With the event now being run in Manchester area means it'll be more difficult to attend and the organisation of the event will no longer be done by Andy Squirrell. Herts is still organising the London Triathlon cover, so there are still world class events requiring our assistance.

I take great comfort from seeing more new youngsters attend this year and hope they've been bitten by the Lifeguarding bug. It's something that can give young people a great sense of identity, belonging, purpose and satisfaction.

By way of something to look forward to, there'll be two Olympic standard whitewater courses at either end of the M4 corridor. The Cardiff Bay site is well under way, with regular updates from the site being posted on a dedicated website. It should be ready next spring. There will also be a course in the Broxbourne area, though I don't think construction has started yet.

So, all in all, there's always things to look forward to. Thanks again for coming and enjoy the rest of the weekend.

6) Vice-Chairman's Report

I have been working on the database information that is added to it will be crucial for the development of lifeguards as a group., it will flag people who are going out of date with their awards, it will allow us to identify potential training opportunities for the units this will mean we can better target the course we put on.

We have a new position in lifeguards; Harriette Farrell is now working on the Lifeguard administration taking a lot of pressure off some of the previously overloaded committee positions.

We are still struggling to get new people on board with lifeguards. This has resulted in certain areas coming to a standstill. We are hoping to streamline processes with the introduction of an Exec Committee. This will provide input to the main committee meaning a decision would be made in weeks or days rather than months. Hopefully next year it will be changed in the ACM rules.

7) Secretaries Report

There was no one within this position therefore no report.

8) Treasures Report

AW read Andrew Squirrell's report to the meeting.

"I hope you are all having fun, I apologise for not being with you but my diving trip to Lanzarote was booked before the Championships date was set.

This is the treasurer's report and will comment on financial affairs only. The affairs of the committee will be discussed this weekend I have no doubt. All I will say at this point is that for a committee to work its members must communicate and either carry out their tasks or ask for help in carrying out a task.

At present our account is healthy and standing up well despite the heavy spending over the last 2 years. During the 07 /08 financial year there was investment in the data base and projectors. Hopefully both these resources are being used to their full potential.

VAT – we've now been forced to compile a VAT return on our current account. We can no longer accept claims that do not have the correct receipts, this is especially important for travel claims. Also any body that is charging for National equipment, courses, events etc need to check to see if VAT is applicable and charge it where it is.

Sherborne was once again self-funding so it's with regret that it look like we'll lose this event from our calendar. The event has moved up to Manchester so the costs for us going have more than doubled. I'd like to thank Nigel and Steve Holmes at this point. They both stepped in with only 24 hours notice last year and enabled us to supply rescue ribs at the event as well as our normal team, without them the event may not have gone ahead.

Whilst on events payments are a thorny issue. I've delved once again into the insurance policy and can confirm that people and clubs acting under the BCU Lifeguards umbrella are insured at events where the club or individual receive payment for attending. The skill base of the team must be covered by a BCU award or be qualified by another recognised body – i.e. Hampshire ambulance staff using O2 at a BCU lifeguard cover. However should a personal payment be made please be aware that by accepting that payment you are then working for the payer. This brings your actions and equipment under a whole raft of both tax and Health and Safety at Work legislation rather than best practice guidelines. You must declare this payment to the taxman, the same way the payer declares the payment.

As a committee we are not allowed to make personal payments due to the required employment legislation. As a club please make sure that should you make personal payments above excepted expenses that you follow the correct legislation or you could find your self in legal hot waters. Expenses levels are set each year by Customs and Revenue and are available on their web site.

The awards administrator is working well, as is the data base that supports the work, so long as there are no large costs hiding some place then we should make an operating profit this year.

Andy Squirrell
BCU Lifeguards Treasurer.”

The Accounts commented on as having more detail than previous years though there was still concern at having approx 10% of the expenses as Miscellaneous. The accounts were proposed by AW and seconded by JW. Subject to seeing a full breakdown.

9) NTO's Report

Moving water, Sea Modules and the AFA 2 award have almost been signed off. Smaller events are being arranged rather than a large convention. Contact JW/MS to arrange an event in your area. Many people still want the CST award even though it is no longer a perquisite for the BCU coaching award. And JW would like all CST Instructors to be identified within BCU Lifeguards. As the information around this area are limited. A Discussion ensued regarding sign off of awards this was agreed as an issue that needed discussion. The item was to be raised as AOB.

10) Election of Officers.

Chairman NW proposed AW to stand again.

Seconded by JW

Voted in with no objections

Treasure AW proposed AS in ab to stand again.

Seconded by SH

Voted in with no objections

(Subject to the agreement of AS)

Secretary NW proposed PQ

Seconded by SH.

Voted in with no objections

Elected Member 1: MS proposed DM

Seconded by MFL

Voted in with no objections

Elected Member 2: MS proposed PE

Seconded by JW

Voted in with no objections

11) Any Other Business

Moving Water Award

Moving Water Award was stated to be ready it has been tested back in 2008 and a few minor alterations had been made. These alterations amounted to moving a couple of items to different sections. The Award had been sent out to the committee on several occasions the final version the previous Tuesday (5/5/2009).

NW called for sign off in the meeting as the award has been waiting for a long time to be completed. After much discussion, it was proposed by AW that the award will be signed off in 7 days to give the committee further time to read it and raise any major objections. The award should provisionally be signed off on the 16/5/2009.

ACTION AW: Sign off Moving water award subject to no objections by 16/5/2009.

Dates for next championships

The dates of convention and champs were swapped last year to provide a better opportunity for groups such as universities to take part in championships. This option has obviously not been taken up due to the lack of attendance. It was proposed that for next year the date of the championship. Be moved back to September.

Proposed AW

Secoded MS

No objections from the floor. Next Championships 2010 September and therefore ACM Venue to be decided.

Note: There will be a mini convention arranged by HCL in September 2009

Action MS: information to be put on the website

Meeting was closed 19:40h

Summary of Actions

ACTION AW: Sign off Moving water award subject to no objections by 16/5/2009.

Action MS: information to be put on the website