

ASLSC Governance Principles – Annual Review 2018 - 19

Anglesea Surf Life Saving Club (ASLSC) Board originally endorsed these governance principles in October 2016.

Principle	Description	Status in season 2018-19
1. Roles and Responsibilities	There should be clarity regarding individual director responsibilities, organisational expectations of directors and the role of the board. This is supported by clear and current bylaws.	<p>Compliant</p> <p>Roles reviewed and amended during this period include:</p> <ul style="list-style-type: none"> • VP Life Saving • Marketing Director • Rescue Services Director • Member Development Director • Surf Sports Director
2. Board and Management Committee Composition	ASLSC's organisation leadership (Board and Committee members) needs to consist of people with a mix of the right skills and experience. Consideration will be given to how the addition of an individual builds the collective capability and effective functioning of the Board and Committees.	<p>Compliant</p> <p>Tom Cullen Role - President Period in Role – 3 years Period in Life Saving – 19 years Professional Qualifications - Bachelor of Recreation Management, Cert IV Training & Assessment, Cert IV Project Management Period in Profession – 16 years Period of Board Experience – 6 years Form of Board Experience – Director, Chair, Secretary, Board Committee Member and Chair</p> <p>Chris Foley Role - Vice President Operations Period in Role – 3 years Period in Life Saving – 37 years Professional Qualifications - Masters of Business Administration, Masters of Business (Marketing), Bachelor of Business (HRM), University of Cambridge Sustainability Practitioner Programme Period in Profession – 26 years Period of Board Experience – 17 years Form of Board Experience - Director, Board Committee Member and Chair</p> <p>Barry White Role - Vice President Lifesaving Period in Role – less than 1 year Period in Life Saving – 54 years Professional Qualifications – Bachelor of Economics, Diploma of Textile Engineering, Chartered Technologist Period in Profession – 52 years Period of Board Experience – 29 years Form of Board Experience – Chair, CEO, Secretary, Director, Board Committees, Business Councils</p> <p>Hugh Moodie Role - Club Captain Period in Role – 2 years Period in Life Saving – 17 years Professional Qualifications – Bachelor of Commerce, Cert IV Training & Assessment Period in Profession - 2 years Period of Board Experience – 2 years Form of Board Experience - Director</p>

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		<p>Mike Martin AM Role - Secretary Period in Role – 4 years Period in Life Saving – 39 years Professional Qualifications – Chem Engineer Period in Profession – 40 years Period of Board Experience – 31 years Form of Board Experience – Adviser, Director, Chair, Board Committee Member and Chair</p> <p>Richard Carr Role -Director Finance Period in Role - 7 years Period in Life Saving – 43 years Professional Qualifications - Bachelor of Commerce (B.Com), Chartered Accountant (CA), Chartered Tax Advisor (CTA), Graduate Australian Institute of Company Directors (GAICD), Diploma of Financial Planning (Dip FP) Period in Profession – 43 years Period of Board Experience – 33 years Form of Board Experience - Adviser, Director, Chair, Board Committee Member and Chair</p> <p>Kate Walker Role – Director Competition Period in Role – 2 years Period in Life Saving – 10 years Professional Qualifications - B Science M Public Health Period in Profession – 2 years Period of Board Experience – 5 years Form of Board Experience – Director, Committee Member</p> <p>Matt Taylor Role – Director Member Development Period in Role – 1 year Period in Life Saving –36 years Professional Qualifications - B App Sci, B.Ed, M.Ed Period in Profession – 18 years Period of Board Experience – 3 years Form of Board Experience – Director (Hillbrook Anglican School)</p> <p>Sam Hume Director - Youth Development Period in Role – less than a year Period in Life Saving – 37 years Professional Qualifications – B Med, B Surgery (Melb) Hons. FRACP Period in Profession – 10 years Period of Board Experience – 1 years Form of Board Experience - Director</p> <p>Tim Bone Role - Director Facilities Period in Role – less than 1 year Period in Life Saving – 6 years Period in Profession – 18 years Period of Board Experience – 18 years Form of Board Experience – Director, Chair</p>

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		<p>Kate Patterson Role - Director Marketing Period in Role – 2 year Period in Life Saving – 2 year Professional Qualifications – B Arts, Grad Dip Period in Profession – 21 years Period of Board Experience – 21 years Form of Board Experience – Exec Officer, adviser</p> <p>Derek Stott Role - Director Administration Period in Role – 2 year Period in Life Saving – 10 years Professional Qualifications – B Eng (Chem), Dip Corp Mgt Period in Profession – 41 years Period of Board Experience – 16 years Form of Board Experience – CEO, Director, Board Committees</p>
3. Purpose and Strategy	The board is responsible for setting the vision, purpose and strategies of the organisation, helping the organisation understand these and adapting the direction or plans as appropriate. This is documented in ASLSC’s Strategic Plan and reviewed and updated regularly.	Compliant <ul style="list-style-type: none"> Completed a strategic and operational review of club activities against ASLSC’s Strategic Plan in March 2019 involving senior leaders from across all sections of the club.
4. Risk - Recognition and Management	By putting in place an appropriate system of risk oversight and internal controls, the board can help increase the likelihood that ASLSC will deliver on its purpose.	Compliant <p>Annual risk review and workshop involving Board and club leaders.</p> <p>Each board meeting starts with a discussion and documentation of recent risk events/issues.</p>
5. Organisational Performance	Anglesea SLSC will develop and use appropriate performance categories and indicators to assess progress at delivering on its purpose.	Compliant <p>Initiated our second annual member survey to monitor member satisfaction and issues.</p> <p>Financial review</p>
6. Board Effectiveness	ASLSC’s board effectiveness will be enhanced through: careful forward planning of board-related activities; board meetings being run in an efficient manner; regular assessments of board performance; having a board succession plan; and the effective use of sub-committees, where appropriate.	Compliant <ul style="list-style-type: none"> Completed a strategic and operational review of club activities against ASLSC’s Strategic Plan in March 2019 involving senior leaders from across all sections of the club. Initiated and completed an annual member survey which was completed by 100+ members of all ages.
7. Integrity and Accountability	It is important that the board have in place a system whereby: there is a flow of information to the board that aids decision-making; there is transparency and accountability to external stakeholders; and the integrity of financial statements and other key information is safeguarded.	Compliant <ul style="list-style-type: none"> Full independent Audit initiated and completed in June 2019. This exceeds ASLSC’s accounting and reporting requirements as a registered not-for-profit organisation. Review of Expenditure Policy

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8. Organisation Building	The board has a role to play in enhancing the capacity, capabilities and culture of ASLSC and its members.	Compliant <ul style="list-style-type: none"> • Annual member survey to solicit feedback • Engaged external consultants to review the clubs five year business plan, capabilities and opportunities.
9. Culture and Ethics	The board sets the tone for ethical and responsible decision-making throughout the organisation.	Compliant <ul style="list-style-type: none"> • Initiated and completed the clubs first annual member survey which was completed by 100+ members of all ages. • Governance and Finance Committees in place and available to board for counsel, review and guidance. • Governance framework in place to support the redevelopment of our clubhouse.
10. Engagement	The Board helps ASLSC to engage effectively with stakeholders.	Compliant <ul style="list-style-type: none"> • Quarterly production and distribution of the Green & White Broadsheet via letter box to all Anglesea residences (December), mailed to all members and circulated to local businesses and agencies. • Secured \$1 million grant from the Federal Government to support ASLSC's clubhouse redevelopment. • Regular communication with Great Ocean Road Coastal Committee on beach environment issues.

Chris Foley

Vice President – Operations

July 2019