

Circular

Title:	Expressions of Interest to run a Nipper event in season 19/20
Date:	29 May 2019
Document ID:	05, 2019/20
Department:	Sport and Development
From:	David Somers, Senior Development Officer Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm) Email: dsomers@slnswa.com.au
Audience:	Surf Sport Directors, Nipper Directors/Co-ordinators, Club Administrators
Summary:	This circular is calling for an Expression of Interest from SLS clubs to run Nipper events in the upcoming 2019/20 season.
Action:	Clubs are required to fill out the Expressions of Interest form and return by 5pm Monday 17 June 2019.
Attachments:	Appendix 1 – Hosting Regional Nipper Event

In the upcoming 2019/20 season SLSWA are planning to run the following events for the Nipper competition age groups (U10 – U13). The host clubs of these events will be determined through negotiation with SLSWA's Sport and Development Department.

1. Development Carnival at Alkimos Beach on 1 December 2019 (northern metropolitan clubs)
2. SunSmart Country Carnival on 25-27 January 2020
3. SunSmart Metro Qualifier on 15-16 February 2020
4. SunSmart Country Championships on 1 March 2020
5. SunSmart Nipper Championships on 13-15 March 2020

Given the above schedule of events, there are opportunities for clubs to run interclub carnivals and special events throughout the upcoming season. Please note that these events will be the complete responsibility of the club running it however, SLSWA will provide assistance as required and identified during discussions with each club. Assistance may include promotion, setting the event up on the Event Management System (for registration purposes) and supply of additional gear.

In the metropolitan area there are three dates (preset dates) where we are keen to see events being held. These dates have been determined based off our current draft planning calendar.

1. A southern metropolitan clubs development carnival on 1 December 2019
2. A regional carnival on Sunday 15 December 2019
3. A regional carnival on Sunday 19 January 2020

A development carnival is a modified, high participation style event with shorter courses encouraging those new to SLS to try Surf Sports, ideally these are placed in late November or early December. A regional carnival is more aligned to the traditional Nipper Carnival. **Metropolitan clubs** interested in running an event on the dates listed above are asked to complete **TABLE 1 on the Expression of Interest Form**. As a guide, we have indicated the fee charged last year for that style of event.

It is the responsibility of regional clubs to facilitate nipper events in their region. **Regional clubs** interesting in running development or regional carnivals are asked to complete **TABLE 2 on the Expression of Interest Form**. Where possible we would like the dates to align with the ones outlined above (development and regional carnival dates), but this is not essential. Having said that, SLSWA will not support events being run on dates that conflict directly with one of our major events eg it would be inappropriate for a club to run an event on the weekend of the SunSmart Country Carnival. Providing SLSWA with this information allows us to promote your event and possibly attract other SLS members visiting your region to your event. The Sport and Development Department will be in contact with all regional clubs to assist in planning events in their region this season.

Finally, metropolitan and regional clubs may be interested in running a special event such as a Nipper Ironman or a team-orientated event such as a distance swim relay. Clubs that are interested in running a special event are asked to complete **TABLE 3 on the Expressions of Interest Form**. Please note events that our outside normal competition guidelines require event sanctioning through our Lifesaving Department lifesaving@slnwa.com.au

The **Expression of Interest Form** is required back at SLSWA by **5pm Monday 17 June 2019**. Once the forms are returned we may need to negotiate with clubs to ensure we have a workable model, this is particularly the case for the metropolitan preset dates.

Attached to this circular is a **Hosting Regional Nipper Event Checklist**. This has been designed to assist clubs in running a Nipper Event. Clubs may wish to review this document before committing to running an event.

Clubs are asked to direct any questions in relationship to this Circular to David Somers, Senior Development Officer.



James O'Toole
Chief Executive Officer

Expressions of Interest to run a Nipper event in season 19/20

Club: _____ Contact: _____

Phone: _____ Email: _____

TABLE 1 - PRESET METROPOLITAN DATES

Date	Event	Fee charged per participant in 18/19	Club would like to run event (please tick)
Sunday 1 December 2019	Development Carnival	\$10	
Sunday 15 December 2019	Regional Carnival Round 1	\$15	
Sunday 19 January 2020	Regional Carnival Round 2	\$15	

TABLE 2 – REGIONAL CARNIVALS

Event	Date range	Proposed date (please write in)	Club would like to run event (please tick)
Development Carnival	Late Nov/Early Dec		
Regional Carnival Round 1	December 2019		
Regional Carnival Round 2	January 2020		
Regional Carnival Round 3*	February 2020		

*The preferred dates for Regional Carnival Round 3 is Saturday 15 or Sunday 16 February 2020. This is the weekend of the Metro Qualifier. A club in the Peel Region may be interested in an event on this date, as they are not part of the Metro Qualifier.

TABLE 3 – SPECIAL EVENT

Detail the event you wish to run, including proposed date, distances, style and age groups involved

Signed: _____ Position: _____

Please complete and return to SLSWA via fax 9207 6699 or email dsomers@skswa.com.au by 5pm Monday 17 June 2019

Appendix 1 - Hosting Regional Nipper Event

The following checklist has been designed to assist clubs who are planning to host a regional event. As this is a working document please add additional items where required.

When	Task	Yes	No	N/A	Completed
	<i>PRIOR</i>				
Minimum one month prior	Confirmed date of the event				
	Booked beach with Local Authority				
	Advise SLSWA for inclusion on calendar				
	Appoint Club Co-ordinator – circulate to SLSWA & clubs				
	Appoint Carnival Referee – liaise with SLSWA if required				
	Appoint Club Event Safety Co-ordinator				
	Event on SLSWA Event Management System – discuss with SLSWA				
	Determine additional equipment required - organise				
	Determine PA requirements - book				
	Fundraising opportunities – catering and merchandise				
Min one week prior	Obtain list of competitors from each club				
	Based on list determine club’s Officials requirements - circulate				
	Based on list determine club’s Water Safety requirements - circulate				
	Catering for Officials and Water Safety				
	<i>EVENT DAY</i>				
Day of the event	Club Co-ordinator / Event Safety Co-ordinator present				
	Risk assessment undertaken by Event Safety Co-ordinator				
	Set up Crew organised – arena, tents, sound				
	Safety briefing				
	Catering on beach for Officials and Water Safety				
	Pack up Crew organised				
	Catering in club for Officials and Water Safety				
	<i>POST EVENT</i>				
Within one week	Complete any incident reports				
	Return of any equipment borrowed				
	Publish results				
	Invoice participating clubs if charged				