

Circular

Title:	Notice of SLSWA Club President Forum Notice of SLSWA Club Advisory Forums
Date:	13 May 2021
Document ID:	02, 2021/22
Department:	Corporate Services
From:	Vasika Bechar Ph: 08 9207 6666 (SLSWA Office Hours Monday to Friday, 8.30am to 5pm) Email: vbechar@slnwa.com.au
Audience:	Club Administrators, Club Presidents, Club Representatives to Club Advisory Forums.
Summary:	That the Club President Forum and Club Advisory Forums will be held Saturday 12 June 2021: <ul style="list-style-type: none"> ▪ Club President Forum ▪ Surf Sport Advisory Forum ▪ Lifesaving Advisory Forum ▪ Member Development Advisory Forum ▪ Member Education and Training Advisory Forum
Action:	Country club administrators from Broome, Esperance Goldfield and Port Walcott SLSC are to contact Carolyn Lee from Corporate Traveller on 08 6466 5180 or email at carolyn.lee@corporatetraveller.com.au to arrange their travel by no later than <u>Friday 28 May 2021</u> . <u>Due to COVID-19 social distance requirements, we request only one representative per club to attend each meeting</u>

Meeting Details

Meetings will take place at Surf Life Saving WA, 7 Delawney Street, Balcatta, WA 6021. The meetings will be held at the following times:

8.30 – 10.30

- Club President Forum
- Surf Sport Member Advisory Forum
- Lifesaving Member Advisory Forum

11.00 – 13.00

- Member Development Advisory Forum
- Member Education and Training Advisory Forum

Microsoft Teams

Option available for club representatives to join meeting via Microsoft Teams. If you would like to attend via Microsoft Teams, please ensure you have a device suitable to log on and email vbechar@slnwa.com.au no later than Tuesday 8 June 2021 for access information.

Travel & Accommodation

SLSWA will provide:

- Up to 4 air tickets respectively for Broome, Esperance Goldfield and Port Walcott SLSC to be organised by their respective delegates by contacting Carolyn Lee from Corporate Traveller on 08 6466 5180 or email at carolyn.lee@corporatetraveller.com.au to arrange their travel by no later than Friday 28 May 2021.
- Fuel allowances will be paid to country club delegates as following:
 - Albany, Champion Bay, Denmark, Dongara Denison, Geraldton, Margaret River and Smiths Beach fuel allowance capped at \$225 per car (Maximum of two cars).
 - City of Bunbury, Dalyellup, Busselton and Binningup fuel allowance capped at \$150 per car (Maximum of two cars).
 - Port Bouvard, Secret Harbour, Mandurah fuel allowance capped at \$70 per car (Maximum of two cars)
- An accommodation subsidy of \$125 per person for the Friday night prior to the meetings will be provided for 1 country delegate attending each meeting, ie the subsidy will be for a maximum of 4 people per club (excluding Port Bouvard, Secret Harbour and Mandurah). Where unique circumstances apply (eg a flight cannot be arranged for Saturday afternoon) we will also provide the same subsidy for the Saturday night.

We have taken on board feedback received from delegates in respect to the inflexibility of having their accommodation arranged for them in previous years; individual delegates will now be responsible for arranging their own accommodation.

To receive their subsidy clubs are to invoice SLSWA by no later than 30 July 2021 attaching copies of relevant receipts.



James O'Toole
Chief Executive Officer