| NOMINEES DETAILS | | | | | |
| --- | --- | --- | --- | --- | --- |
| **First name:** |  | **Surname:** |  | | |
| **Phone No.:** |  | **Email:** |  | | |
| **Gender:** |  | **Organisation:** |  | | |
| **Position / title:** |  | **Dietary Needs:** |  | | |
| ADDRESS | | | | | |
| **Address line 1:** |  | **Address line 2:** |  | | |
| **Suburb:** |  | **State:** |  | **P/Code:** |  |
| POSTAL ADDRESS | | | | | |
| **Address Line 1:** |  | **Address Line 2:** |  | | |
| **Suburb:** |  | **State:** |  | **P/Code:** |  |

| NOMINEES DECLARATION & PHOTO RELEASE | | | |
| --- | --- | --- | --- |
| I have read, understand and agree to abide by the Local Water Safety Round Table’s Terms of Reference.  For promotional purposes, photographs will be taken on the day. These images will remain the property of Royal Life Saving Society - Australia and/or media organisations and may be used to promote Royal Life Saving’s programs in published material, media and online. If you do not wish to be photographed, please notify the organisers prior to the event. | | | |
| **Signature:** |  | **Date:** |  |

| ORGANISATIONATIONAL ENDORSEMENT | | | |
| --- | --- | --- | --- |
| **First name:** |  | **Surname:** |  |
| **Title:** |  | **Signature:** |  |

| DECLARED CONFLICT(S) OF INTEREST |
| --- |
| **See Conflict of Interest Section-** Please list any actual or potential conflicts. |
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Please send your completed Expression of Interest form to [aquatics@rlssa.org.au](mailto:aquatics@rlssa.org.au) by EOD **Friday, 22 April 2022.**

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| **WATER SAFETY ROUND TABLE ROLE AND RESPONSIBILITIES** | |
| **Aim** | To provide a forum for cross-sectoral and local action on drowning prevention between those with a responsibility and those with and interest in the health and safety of the local community and aquatic participation. |
| **Objectives** | **Roundtable 1 Objectives:**   * Facilitate common understanding of local drowning and water safety issues, research, data, solutions * Facilitate common agreement of intention to develop a local water safety plan   **Roundtable 2 Objectives:**   * Workshop collective solutions / actions that could be collated into a local water safety drowning prevention plan   **Roundtable 3 – Review & Authorise**   * Review and feedback draft plan * Consider whether to publish and/or endorse a collective strategy   **Longer-Term Objectives**   1. Year 1 – Townsville and Surrounds – Local Water Safety Plan in place 2. Year 3 – Review and update |
| **Scope** | The scope of the Round Table forum is to:   * Present, review and monitor water safety activities, risks and opportunities within the local area; and, * To work collaboratively with stakeholders to develop and steward a local strategy for drowning prevention in the form of a Local Water Safety Plan.   The Round Table is intended to meet once-monthly for three months to develop a Local Water Safety Plan. The Plan to be reviewed in 12 months' time from publication and/or endorsement.  It is recognised that the Round Table group is a group of willing volunteers, agencies and interested parties. A Local Water Safety Plan is not a binding, legislative or regulatory function or document, merely a strategic statement of intent which can assist in guiding the activities of interested parties in relation to water safety and drowning prevention and is recognised as a positive contribution to community health and wellbeing by proactive organisations and individuals. |
| **Responsibilities of the Round Table Group** | The Round Table group is responsible for:   * Workshopping and identifying factors that contribute to drowning risk, drowning prevention, aquatic-related injuries and/or increased community resilience in relation to water safety. * Developing and stewarding a Local Water Safety Plan (LWSP or Plan) that is collaborative, evidence based, reasonable and achievable. * Working to identify, understand and provide resources and activities which contribute to the successful implementation of drowning prevention and water safety in a coordinated and collaborative way. * Nominating a validity period for the Plan and associated attachments. * Ensuring the Plan is identifiable and available to interested parties. * Monitoring, reviewing and continually improving the preventative and response measure identified in the Plan. |

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| **INDIVIDUAL GROUP MEMBER RESPONSIBILITIES** | |
| **Responsibilities of individual Round Table Group members** | The responsibilities of individual members of the Round Table Group are to:   * Attend and prepare for meetings * Stay up to date with meeting agendas, minutes and other related documents * Carry out action items according to agreed responsibilities and due dates (if applicable); * Facilitate regular and open communication of ideas, queries, concerns related to the Group with stakeholders * Declare any conflicts of interest and act throughout in the interest of the community as a whole, not the individual member or member’s organisation. |
| **Proxy to meetings** | Members of the Group shall nominate a proxy to attend a meeting if the member is unable to attend. The facilitator shall be informed of the substitution at least 3 working days prior to the scheduled nominated meeting. |
| **Conflicts of interests** | The Group members shall be forthcoming and register any and all conflicts of interest through the expression of interest form.  A conflict of interest does not exclude participation or eligibility to be a member. Rather, the intent is to be open and transparent and recognise that there are a range of interested parties in achieving positive water safety outcomes.  Examples of a conflict of interest:   * Owner of a local boating and fishing store * Landowner adjacent to the local waterway * Statutory authority with legislative responsibility for a component of water safety * Etc. |