

## **PURCHASE OF CRAFT POLICY**

(Revised 2 March, 2015)

### **What is the purpose of this policy?**

This policy advises the circumstances under which the Queenscliff Surf Life Saving Club (herein after referred to as the Club) may provide a contribution to the purchase of surf skis and surf paddle boards used by club members in competition and training.

Note that this policy does not cover the purchase of ski paddles or board/ski covers

### **Entitlement options**

1. The Club may provide a contribution up to 50% to a Club competitor towards the purchase of a surf ski or competition paddle surf board (fibreglass or foam).
2. The Club may also provide a contribution of up to 100% towards a competitor's ski or board. In this case the club member may gain exclusive use of this craft by making a donation to the club for an amount equal to the club's contribution. The craft remains the property of the club at all times however it may be purchased by the member at any time for the written down value of the craft (written down at 50% per annum).

### **How to apply for Club contribution**

#### ***All categories except Nippers***

A written request for such contribution is to be made by the Club member to the Swim, Board and Ski Captain. The Swim, Board and Ski Captain will consider such factors as:

- the member's previous competition attendance and events competed in,
- attendance and attitude at training,
- attendance at Club functions,
- meeting of patrol responsibilities and
- how previous craft has been maintained by the member.

The Swim, Board and Ski Captain will, if supported, provide a recommendation to the Competition and Coaching Director

Where the recommendation is supported by the Director approval is to be progressed in accordance with the Club's Expenditure Delegations Policy.

#### ***Nippers (U9 to U14's)***

A written request for a Club contribution is to be made by the parent/guardian of the Nipper to the Nipper's Competition Coordinator who will consider such factors as:

- the member's previous competition attendance and events competed in;
- attitude to training;
- attendance at training; and
- how previous craft has been maintained by the member.

The Nipper's Competition Coordinator will, if the request is supported recommend to the Swim, Board and Ski Captain that it be considered by the Competition and Coaching Director.

Where the recommendation is supported by the Competition and Coaching Director the matter is to be progressed in accordance with the Club's Expenditure Delegations Policy.

### **What responsibility does a Club member have for maintaining craft?**

It is the responsibility of the Club member (or in the case of an Under 9-14, both the nipper and the parent/guardian) to ensure that the craft is maintained in a sound and safe condition.

It is the responsibility of the Club member to ensure that, where applicable, the craft has been scrutineered and contains the scrutineered sticker.

In the case of Board's this may include purchasing a protective Board Cover at the member's (or parent/guardian in the case of a Nipper) cost, in which the Board is to be stored when not in use.

When a craft is damaged, urgent arrangements are to be made with the Swim, Board and Ski Captain for its repair. Such craft is not to be used until repaired, unless otherwise approved by the Swim, Board and Ski Captain (or the Nipper's Competition Coordinator in respect of a Nipper's board).

It should be noted that where the above is not followed the club reserves the right to take the craft from the Club member and, once repaired, allocating it to another Club member or having the craft available for other members as a Club craft. Any right of use over the equipment by that member or financial reimbursement is forfeited.

### **What is the ownership status of a craft purchased with a contribution from the Club?**

The Club owns the craft.

The Club member has exclusive use of the allocated craft whilst he/she:

- Remains with the Club
- Continues to attend and participate in surf carnivals attended by the Club (taken as two local Carnivals as well as Branch and State Championships)
- Continues to train with the club group
- Meets all patrol obligations including as required to compete set by SLSA
- Maintains that craft in good condition.

A list of craft purchased with a contribution from the Club will be maintained and listed on the Club's website.

### **What is the situation where craft is to be Replaced/Upgraded?**

Where a member seeks to replace their board or ski with another board or ski, where they own 50% of it, they should approach the Swim, Board and Ski Captain.

The Swim, Board and Ski Captain will determine, in consultation with the Competition and Coaching Director, an appropriate value for the craft, and record such in the Craft Purchase Contract. This then allows up to 50% of its value to be credited to the purchase of a new board/ski by the member.

Similarly, the parent/guardian of a Nipper seeking a replacement board should approach the Nipper's Competition Co-ordinator who will discuss the matter with the Swim, Board and Ski Captain and the Coaching and Competition Director and an appropriate value for the craft will be determined and recorded in the Craft Purchase Contract, as above.

The Craft Purchase Contract is to be provided to the Treasurer and the purchase recorded in the Craft Asset Register.

When replacement craft is received and allocated to the respective member the replaced craft may be allocated to another club member or sold.

If a member transfers to another club any craft obtained by a member under the 50/50 arrangement will remain the property of Queenscliff SLSC. The member will be given first option to purchase such craft at 50% of its value (as determined by the Swim, Board and Ski Captain and the Competition and Coaching Director).

- **All categories except Nippers**

Where a member from this category replaces their craft, they will receive up to 50% of the proceeds of the sale of the former craft as a contribution towards that member's share of the purchase of another craft.

- **Nippers**

A parent/guardian replacing a nipper board will receive up to 50% of the proceeds of sale of the board previously used by the nipper competitor as a contribution towards the parent/guardian's share of the purchase of another board.

### **What happens when the Member ceases to qualify to have the equipment allocated to them?**

When a member ceases to qualify for craft previously allocated to them (eg through resigning from the club, ceasing competition or training, failing to meet patrol obligations, or failing to properly maintain the craft allocated), the member will be expected to return the craft to the club and no financial contribution will be provided to them. The craft will be stored at the Club and be available for allocation to another member or for club use.

### **Enquiries regarding this policy**

Any enquiries regarding this policy should be directed to the Swim, Board and Ski Captain in the first instance.

Queenscliff SLSC

## Purchase of Craft Application Form

Date:

Craft description:

Total Cost:

	<i>Comments of Club member / parent</i>	<i>Comments of Swim, Board and Ski Captain / Nippers Competition Coordinator</i>
Recommended QSLSC \$ contribution		
Competition attendance and events competed in		
Attendance and attitude at training		
How previous craft have been maintained		
Attendance at Club functions and patrols (not applicable for Nippers)		
Other comments in support		
Signatures of member / parent and Swim, Board and Ski Manager/ Nippers Competition Coordinator		

Approved/Not Approved

Signature:

Delegate (indicate title)

Date: