

## Life Saving Victoria Review Committee

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The Life Saving Victoria Review Committee was established in late 2008 to provide advice to the LSV Board on grievance and judiciary matters and to assist in the management and resolution of grievances within the Lifesaving movement in Victoria.

The Committee is made up of at least six LSV members – all volunteers – who are appointed by the Board, plus the Chief Executive Officer of LSV. The current members of the Committee are listed at the bottom of this document.

### **Role of the Review Committee**

The main duty of the Committee is to respond to grievance or judiciary matters.

- Grievances are generally disputes between members or Clubs/Associates within LSV and that relate to Lifesaving matters where they cannot be resolved directly between the parties
- Judiciary matters are investigatory or disciplinary proceedings against an LSV member, for example, for breach of any rules, prejudicial conduct, etc.

In addition, the Committee has an advisory role to the LSV Board regarding certain By Laws and has responsibility for developing and implementing training in dispute resolution for Clubs and Associate members.

### **How does the Committee work?**

The Committee's primary objective is to promote the concept of dispute resolution by mediation, with arbitration (or sitting as a judicial body and making a determination) a last resort. It does this in two main ways:

1. Offering training, guidance etc. to Clubs to better enable them to manage disputes internally;
2. Mediating matters where resolution at local level has not been possible (and then only if the Club or member can demonstrate that best efforts have been made at local level).

Review Committee members make themselves available to Club's to mentor or guide them through dispute resolution where this is necessary. The Committee's paramount guiding principle is to ensure that all parties are granted natural justice, including the right to be heard, to have the details of the complaint against them known and to be dealt with fairly and impartially.

### **What matters will the Committee handle?**

The Committee will only handle disputes that relate to matters within the Lifesaving movement or the conduct of members as members of the movement. Additionally it will not consider matters that are better managed elsewhere. Generally speaking, this means the following are not accepted:

- Complaints by the public
- Disputes with or between members that do not relate to their conduct in a lifesaving context (e.g. a dispute about a debt that has nothing to do with their club membership)
- LSV Employee matters
- Where one of LSV's Councils has jurisdiction (e.g. a competition matter)
- Where the matter is or could be better handled elsewhere.

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### Referring a matter to the Committee

The process for referring matters to the Committee is:

1. FIRST, try to resolve the matter at Club level. Check if there is a Grievance Officer or procedure within the Club and use that process first
2. If after best efforts the matter cannot be resolved, contact the LSV Grievance Officer.
3. Generally written particulars with copies of relevant supporting material will be required
4. The Chair of the Committee will either:
  - a. Refer the matter to the CEO of LSV to address ;or
  - b. Convene a panel
5. If the Committee accepts the matter as being within its jurisdiction it may deal with it in various ways including:
  - a. Providing advice to the Complainant on how to approach the matter
  - b. Mediating the matter
  - c. If all else fails and it is appropriate, making a determination

It will be rare that the Committee makes a determination
6. If a formal determination is required, there are various additional formalities and a judicial type hearing may be required.

### Members of the Committee

Members of the Committee, their Club affiliation and relevant qualifications are:

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|--------------------------------|---------------------|--|
| • Tom Mollenkopf (Chairperson) | Point Leo SLSC      | B.Juris, LL.B, MBA.<br>Chief Executive                             |
| • Graeme Eddiehausen           | Black Rock LSC      | Certificate in Mediation,<br>company management                    |
| • Matt Finnis                  |                     | Solicitor  |
| • Allan Holmes                 | Apollo Bay SLSC     | Dispute resolution and Staff<br>Management, Judiciary<br>Committee |
| • Catherine McCraith           | Mentone LSC         | Solicitor, LSV Member<br>Protection Officer                        |
| • Richard Symon                | Point Lonsdale SLSC | Chief Executive, regulation,<br>inquiries and mediation.           |
| • David Ulbrick                | Jan Juc SLSC        | Solicitor, Dispute resolution and<br>mediation                     |

### Contact and Further Information

LSV Grievance Officer:

Paul Kildea  
200 The Boulevard  
Port Melbourne VIC 3207  
P 03 9676 6916  
E [paul.kildea@lifesavingvictoria.com.au](mailto:paul.kildea@lifesavingvictoria.com.au)

Further information can also be found in LSV By law 5.1

