



COMMONWEALTH  
DROWNING  
PREVENTION

THE ROYAL LIFE SAVING SOCIETY  
Annual Report and Accounts  
For the year ended December 2019

Registered Charity (Charity Commission for England and Wales, Charity Number 306094)  
Accredited Commonwealth Organisation  
Incorporated by Royal Charter  
Registered with the Fundraising Regulator



COMMONWEALTH  
DROWNING  
PREVENTION

**Drowning:** The process of experiencing respiratory impairment from immersion/submersion in liquid

# Preventing Drowning

Drowning is an under-recognized global public health issue.

## KEY FACTS ABOUT DROWNING

**360,000**  
people  
die  
from  
drowning  
every  
year

**Over 90%**  
of drowning  
deaths occur  
in low- and  
middle-income  
countries



**About 60%**  
of all  
drowning  
deaths are  
among  
those aged  
**under 30 years**

**Males are twice**  
as likely  
to drown  
as females



Drowning  
is the  
**3<sup>rd</sup>**  
leading  
cause of  
death  
for children  
aged  
5-14 years

## 6 KEY DROWNING PREVENTION INTERVENTIONS

Provide safe  
places for  
pre-school  
children



Install barriers  
controlling  
access to  
water



Teach  
school-age  
children  
swimming and  
water skills



Build resilience  
and manage  
flood risks



Train  
bystanders  
in safe rescue  
and resuscitation



Set and enforce  
safe boating,  
shipping and ferry  
regulations



World Health  
Organization

[www.who.int/violence\\_injury\\_prevention/en/](http://www.who.int/violence_injury_prevention/en/)



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## Contents

	Page
<b>Message from the Commonwealth President</b>	
HRH Prince Michael of Kent GCVO	1
<b>Message from the Deputy Commonwealth President</b>	
Mr Clive Holland	2
<b>Trustees' Report</b>	
Charity Information and Overview	3-4
Governance	5
Members	6
Our Charitable Purpose, Mission, Vision, Motto, Scope and Values	7
Our Strategic Priorities 2019-2022	8
Our Achievements 2019	9-16
Our Plans for 2020	17-18
Review of Fundraising and Finances	19
Statement of Trustees' Responsibilities	20
<b>Accounts</b>	
Independent Examiner's report to the Trustees of Royal Life Saving Society	22
Accounts to the year ended 31 <sup>st</sup> December 2019	23-24



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## KENSINGTON PALACE

I understand that some important lobbying is taking place at the UN to seek a Resolution on Drowning Prevention. My congratulations to the World Health Organization and the RNLI for their hard work on this initiative which will benefit the whole drowning prevention community. It is however important that the vital work within local countries and communities continues, and I was delighted to hear that through the generous sponsorship from Laerdal Medical, the RLSS ran four very successful in-country workshops in Africa during 2019. The focus of regional workshops is vitally important to ensure the correct support is provided. I hope the development workshops that took place in Botswana, Lesotho, Mozambique and Malawi will ensure those member organisations are equipped to expand on their activities and therefore grow the organisations.

There were several notable events taking place in 2019, the World Conference on Drowning Prevention hosted by our member organisation, Lifesaving South Africa was attended by 600 participants from 64 nations and the Festival of Lifesaving in Leeds hosted by RLSS UK. I was sorry not to be able to travel to Leeds but understand the event was a great success with many athletes and volunteers traveling to the UK to participate.

In these constantly changing times, it is reassuring to see that the Society has reviewed its strategic direction and the plan now developed for 2019 through to 2022 focuses on four main areas and has some very achievable outcomes for the Society.

My sincere thanks go to all our members, supporters and volunteers for your ongoing support of the Royal Life Saving Society.

Sadly, as I write this message we are entering a global pandemic which is having a severe impact on the RLSS and our member organisations. Times will be difficult for everyone and I hope that by the time I pen my next message we will be looking at a far more positive picture for the Society. I trust you will all remain safe and well during these turbulent times.

HRH Prince Michael of Kent GCMG  
Commonwealth President





## **Message from Clive Holland, Deputy Commonwealth President**

2019 proved to be a busy year for the Society. In June we held a Strategic Planning Workshop where we gathered senior members from our branches around the Commonwealth to plan and streamline our activities for the next 4 years. I am extremely grateful to our friends at Laerdal Medical for hosting this meeting at their offices in the UK.

In October I attended the World Conference on Drowning Prevention in Durban, hosted on behalf of the International Lifesaving Federation by our member branch, Lifesaving South Africa. It was a tremendous event, bringing together experts in the drowning prevention field from across the globe.

I was honoured to be invited to join RLSS Australia to celebrate their 125<sup>th</sup> Anniversary in November and had the opportunity attend various meetings and the anniversary Conference alongside a reception at Admiralty House in Sydney hosted by the Governor General of Australia, His Excellency General the Honourable David Hurley.

November saw our member, RLSS UK host the 2019 RLSS Commonwealth Festival of Lifesaving in Leeds. We were thrilled to see so many member branches participate in the 3-day event not only as athletes but also the wonderful volunteers who officiated at this event and without whom the event would not be able to happen.

I would like to take this opportunity to thank everyone who has supported the work of the Royal Life Saving Society during 2019 but in particular the support I have received from our volunteer Executive Director, Norman Farmer and from our three major contributing National Branches, Royal Life Saving Australia, Lifesaving Society Canada and RLSS UK. I would also like to thank our Treasurer, Clive Patrickson for his constant and invaluable support and I was delighted that he has agreed to remain in his post for a further 4 years.

Looking ahead to 2020, we have some exciting times ahead as we implement our new Strategic Action Plan. The launch of the Commonwealth Drowning Data Factsheet will enable us at last to have much needed details on the drowning problem in the areas where RLSS activities take place.

**Clive Holland**  
**Deputy Commonwealth President**

## Charity Information and Overview

**Registered Name:** The Royal Life Saving Society

**Working Names:** RLSS, RLSS Commonwealth, Commonwealth Lifesaving, Commonwealth Drowning Prevention

**Registered Charity:** Charity Commission England and Wales, Charity Number 306094.

### Accredited Commonwealth Organisation

### Registered with the Fundraising Regulator

**Registered Address:** Red Hill House, 227 London Road, Worcester, WR5 2JG, United Kingdom

### Patron

HM Queen Elizabeth II

### Commonwealth President

HRH Prince Michael of Kent GCVO

### Deputy Commonwealth President

Clive Holland

### Treasurer

Clive Patrickson PhD

### Portfolio Directors

Norman Farmer ESM – Executive Director  
Anne-Maree Gardiner – Director of Lifesaving Sport Development  
Aminur Rahman PhD – Director for Drowning Prevention  
Shayne Baker OAM DProf – Director of Organisational Development  
Doug Ferguson – Director of Lifeguard Programmes

### Operations Manager

Emma Harrison

### Operations Assistant

Jo Hepburn

### Society Bankers

Lloyds Bank, PO Box 1000, BX1 1LT

### Independent Financial Examiner

Richard Oddy FCA

## RLSS Board of Trustees (formerly Commonwealth Management Committee)

<b>Chair:</b>	Clive Holland
<b>Treasurer:</b>	Clive Patrickson PhD
<b>Honorary Legal Advisor:</b>	Alastair Collett
<b>Asia Pacific:</b>	Pene Snashall (Australia) Sanath Wijayaratne (Sri Lanka) Lim Chien Ch'eng (Malaysia)
<b>Europe and Africa:</b>	Dylan Tommy (South Africa) Janet Wilson (UK) Job Kania (Kenya)
<b>America and Caribbean:</b>	Robert Clark (Canada) John MacFarlane (Jamaica) John Bruce (St Lucia)
<b>Appointed Trustee</b>	Dr Stephen Beerman (Canada) (from 11/9/19)
<b>Youth Trustee</b>	Courtney Domoney (Canada)

Trustees are appointed or elected in accordance with our Regulations to be representative of the range of our Network

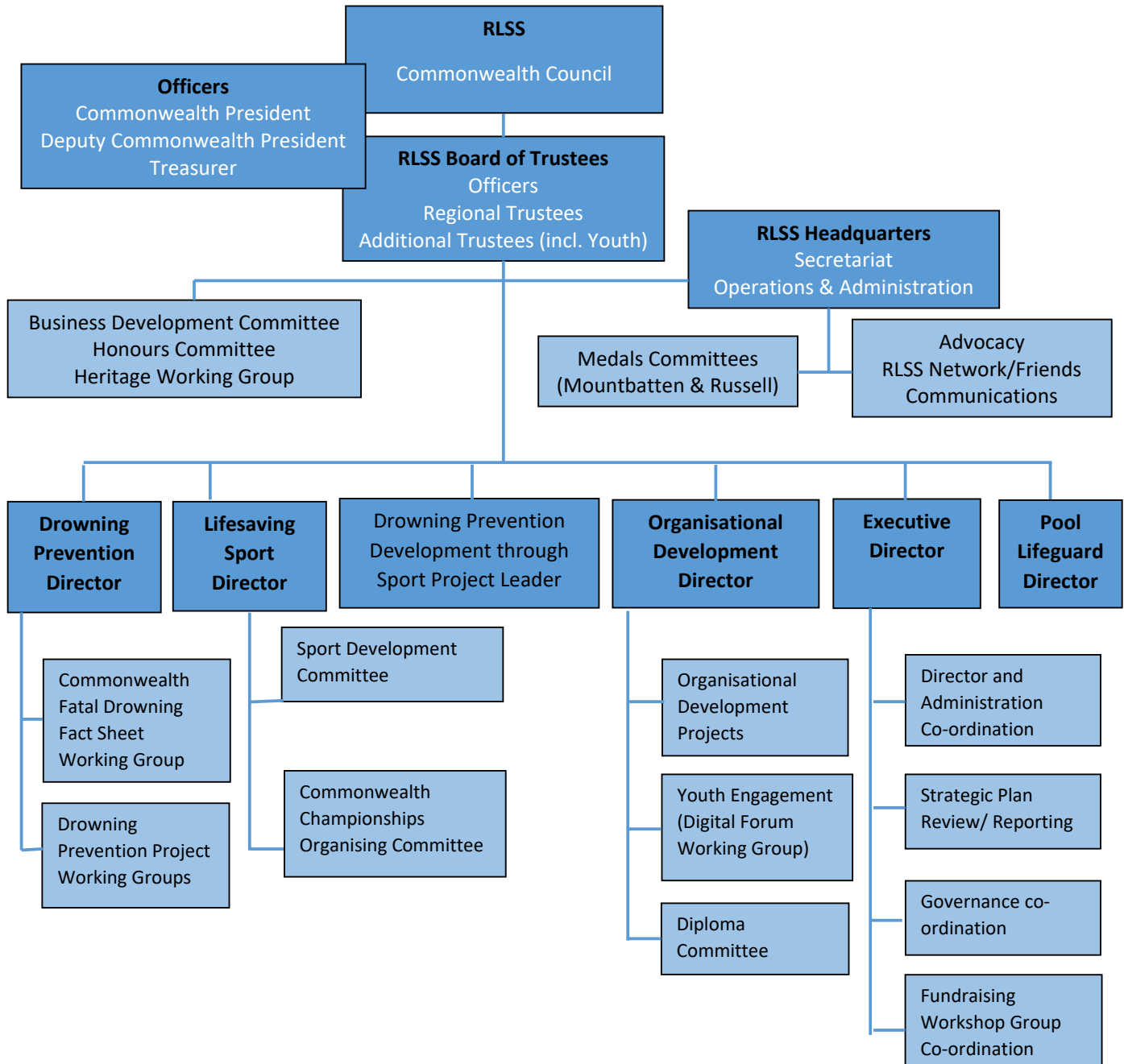
All Trustees have participated in an induction programme to acquaint them with the responsibilities of trustees and update them on current aspects of our work



*RLSS Board of Trustees 2018-2020*

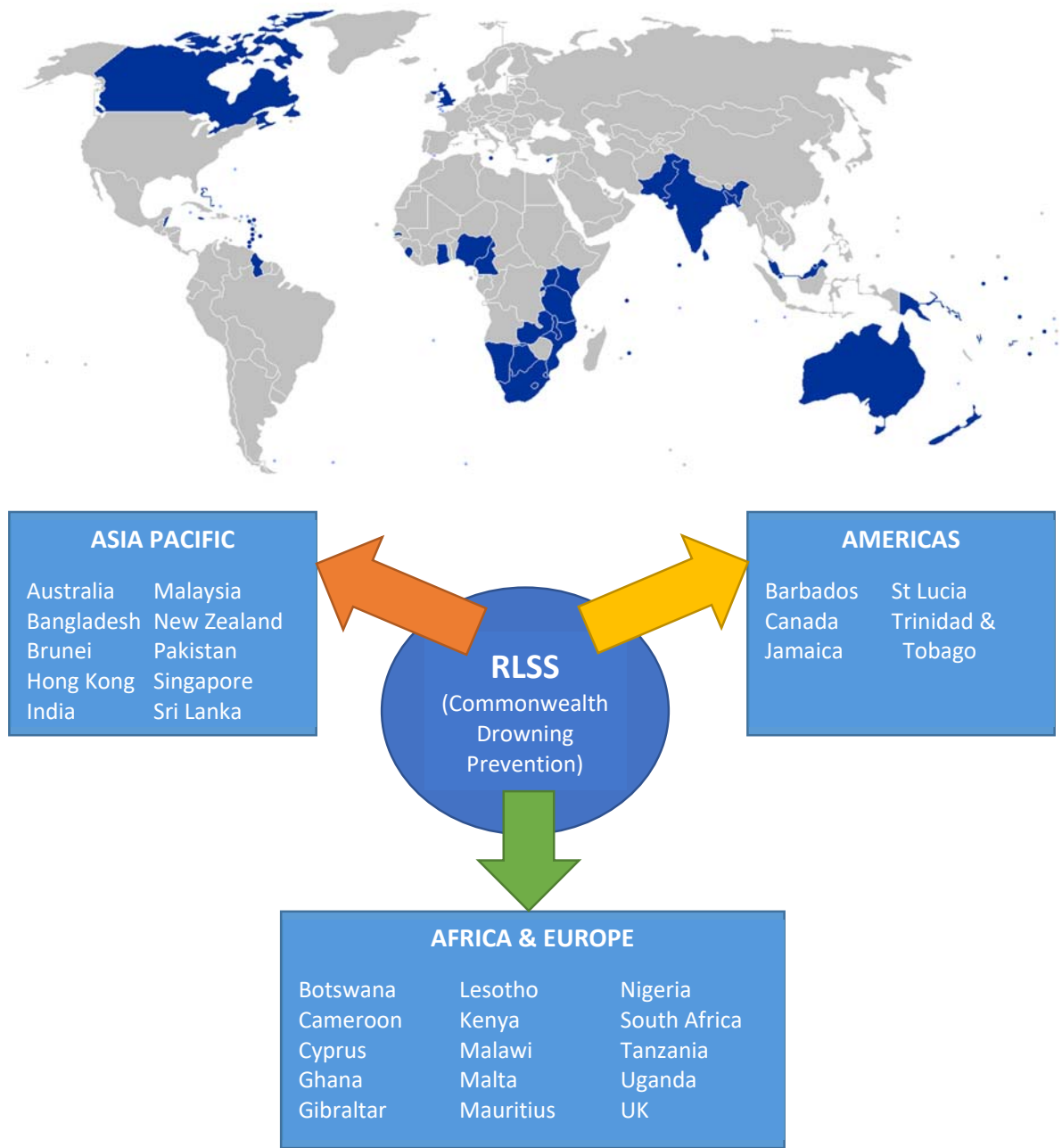
*Back row, left to right: Lim Chien Ch'eng; Sanath Wijayaratne; Dylan Tommy; Clive Holland; John MacFarlane; Robert Clark  
Front row, left to right: Janet Wilson; Pene Snashall; HRH Prince Michael of Kent GCVO; Courtney Domoney; Job Kania*

## Governance





Members



## Our Charitable Purpose

The Royal Life Saving Society provides public benefit as a charity through reducing drownings and the impact of drownings in the community across the Commonwealth.

Our Trustees have complied with their duty in accordance with the Charities Act 2011 to follow the Charity Commission's guidance on the operation of this public benefit.

## Our Mission

Commonwealth Drowning Prevention

## Our Vision

No person in the Commonwealth should drown

## Our Motto

**Whomsoever you see in distress, recognise in them a fellow human being**

*Quemcunque Miserum Videris Hominem Scias*

## Our Scope

**“Drowning Prevention”**

All activities that contribute to the saving of life in, on and near the water

**“Commonwealth”**

All nations that are recognised at any given time by the Commonwealth Secretariat including overseas territories, protectorates and dependencies that are recognised at any given time by the Commonwealth Games Federation.

## Our Values

Consistent with the principles outlined in its Royal Charter, Mission, Vision and Motto, and the Charter of the Commonwealth, the RLSS shall undertake its activities in accordance with the following Values:

### *Family*

We are a Family with common heritage and values that works to achieve our mission through a common drowning prevention bond.

### *Working Together*

The Society is ‘Our’ organisation, and our strength comes from sharing and working together.

### *Mutual Respect*

We will embark on our tasks with honesty and mutual respect for the skills, knowledge and experience that we all bring.

### *Learning*

We will foster a commitment to curiosity and continual learning to help us in achieving our tasks.

### *Inclusion*

We will include and embrace organisations and personnel throughout the Commonwealth in achieving our mission.

## RLSS Positioning Statement

RLSS will facilitate drowning prevention, lifesaving and lifesaving sport activity under the brand of The Royal Life Saving Society (RLSS). The RLSS will also foster and facilitate exchanges and sharing between RLSS Members and Companion Organisations.

## Strategic Priorities 2019-22

### Active Membership

#### *Member Relations*

We will coordinate information and data on the activities of all member organisations

We will facilitate the building of capacity in those member organisations seeking assistance

We will facilitate engagement with youth from all RLSS member organisations



**A PROUD MEMBER OF THE  
ROYAL LIFE SAVING SOCIETY**

#### *Drowning Prevention Development through Sport*

We will implement a lifesaving “sport for all” programme which facilitates broad participation for all Commonwealth nations. This will be a pathway towards Commonwealth Lifesaving Championships participation.

### Pool Lifeguarding

We will implement a Commonwealth wide qualification reciprocity program for pool lifeguards in enrolled Commonwealth countries. This program will provide a membership program of benefits for lifeguards that comes as standard with pool lifeguard qualifications



### Advocacy, Partnerships and Collaboration

#### *Drowning Prevention Advocacy*

With a clear consistent message, we will position drowning prevention to a range of decision makers throughout the Commonwealth, including the Commonwealth Secretariat, governments and international organisations.

#### *Drowning Data, Information and Evidence*

We will understand drowning burden in the Commonwealth as the foundation for our advocacy and capacity building actions.

### Commonwealth Lifesaving Championships

We will organize Commonwealth Lifesaving Championships biennially that enables inclusiveness and engagement.



## Our Achievements 2019

### Commonwealth Drowning Data

Although global drowning data has existed for some years, there is none specifically for Commonwealth countries. A working group led by Dr Aminur Rahman from Bangladesh was set up to review drowning data from Commonwealth countries. This information is important to underpin and support RLSS interventions. The review will be completed early in 2020 and a launch event will be held to highlight this important body of work. Our thanks go to RLSS Australia for their support in the design of the report.

### Governance

The provisions of our Supplemental Charter and Bye-laws have now been fully integrated into our processes and we have developed comprehensive Regulations which sit below the Bye-laws and cover the day to day management of the Society. We have found the flexibility the new structure gives us, most beneficial. A key development under the Regulations has been our ability to recognise lifesaving organisations in Overseas Territories and Protectorates rather than being confined to just Commonwealth Countries.

The Board of Trustees is populated by individuals representing a wide spread of our members and includes a Youth Trustee. During 2019, we recruited Dr Steve Beerman from Canada as an Appointed Trustee and he will bring greater experience to the Board especially in the area of advocacy. We were delighted that our Treasure, Dr Clive Patrickson was reappointed for a further term.

We have continued to develop our internal policies, simplified our accounting processes, had our assets valued, updated our insurances and generally improved our risk management processes.

### Strategic Planning Workshop

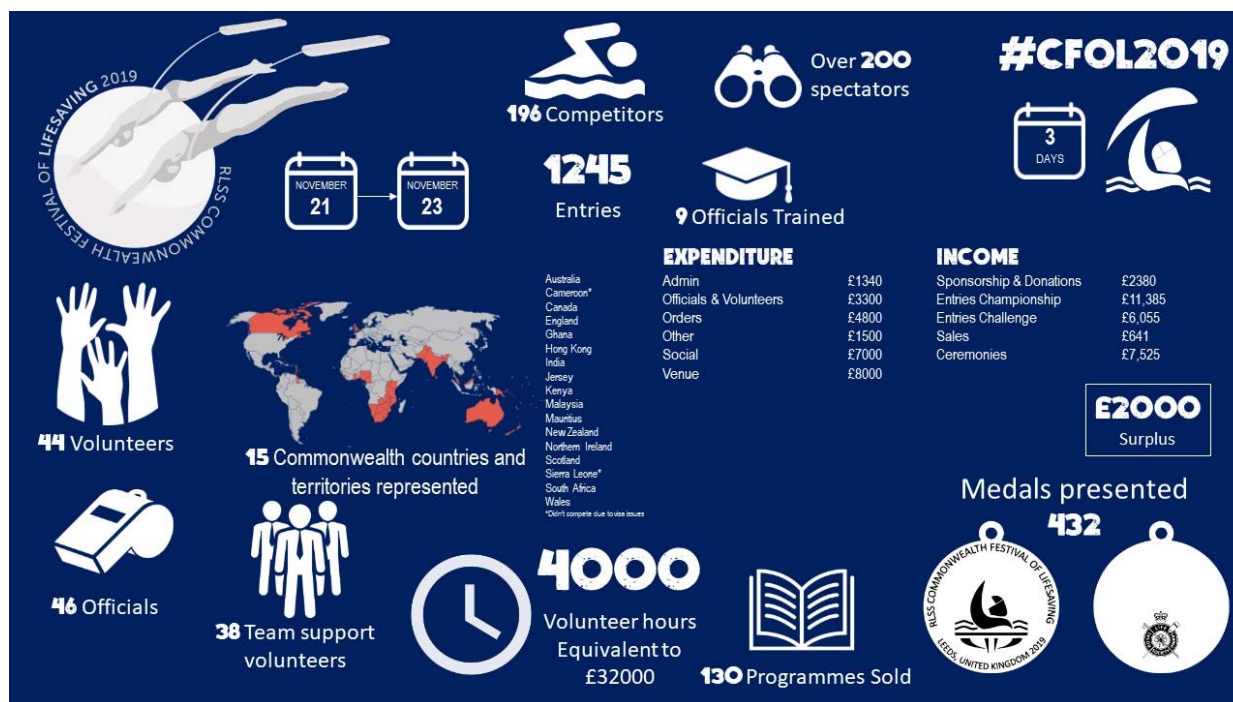
The Society held a Strategic Planning Workshop at the offices of Laerdal Medical in Orpington between 22<sup>nd</sup> and 24<sup>th</sup> June. The participants for this Workshop came from our member branches, Portfolio Directors and Business Development Committee members, all acting in an advisory capacity. We reviewed our activities over the past five years noting what had gone well, what challenges or tensions we experienced. This brought all delegates up to the same level of understanding of our structure and activities. Then, through a variety of exercises, group work and plenary sessions we settled on a limited number of key objectives which were refined into the draft plan which was reviewed by the delegates of the planning session. This draft plan was then reviewed by our Board of Trustees and circulated to our Member Organisations for further comment prior to our Board's final approval at their November meeting.



The RLSS Commonwealth Festival of Lifesaving (CFOL2019) was held from 21<sup>st</sup> to 23<sup>rd</sup> November 2019 in Leeds. Over three days of competition, 196 athletes, 38 team support, 46 officials and 92 volunteers from 15 Nations participated in CFOL2019. The festival programme included the Lifesaving Commonwealth Championships and the Lifesaving Commonwealth Challenge. Attracting athletes and lifesaving skills specialists from across the Commonwealth.



The Commonwealth Lifesaving Championships were conducted under sanctioning from the International Life Saving Federation and the Commonwealth Games Federation.





## Commonwealth Lifesaving Championships Final Results

### National Teams – HRH Prince Michael of Kent Salver

1. England
2. Australia
3. South Africa
4. Canada
5. Hong Kong
6. Wales
7. Scotland
8. Kenya
9. Jersey



### Development Teams – John Long Trophy

1. Australia
2. England
3. South Africa
4. Hong Kong
5. Canada
6. Wales
7. Scotland
8. Mauritius



### Langland Bay Cup Winners (highest point scoring male and female athletes)

Female - Marina McCartney (England)

Male – Steven Coombes (Australia)



### Mrs William Henry Cup

Oba Waiyaki (Kenya)



## Africa Workshops

In the latter months of 2019, targeted workshops were held in Botswana, Lesotho, Mozambique and Malawi to address the burden of drowning in Africa by developing organisational capacity in RLSS Member Branches. The workshops focussed on the training of Instructors to deliver survival swimming, pool lifeguard and CPR programmes. Project leadership and management was provided by Helen Herbert and Sheldon Roux of Lifesaving South Africa, ably supported by RLSS Headquarters and Director, Dr Shayne Baker OAM. This project was made possible through the generous support from Laerdal Medical.



CPR training in Botswana under the leadership of Sheldon Roux, Lifesaving South Africa.  
Photo: S Roux

Workshop outcomes included:

- Botswana – 9 Instructors
- Lesotho – 11 Instructors
- Mozambique – 10 Instructors
- Malawi – 13 Instructors

These instructors will reach out to their own areas, spreading training which will increase safety and reduce drowning in their communities and widen the impact of the Society

## Other notable achievements

The roll out of the Laerdal CPR project has been completed with all 24 kits having been distributed along with the RLSS Resuscitation Manual. The kits were distributed to countries in Africa (12), the Caribbean (5) and Asia-Pacific (7). These kits are being used by lifesaving organisations in their countries to train lifesavers and community volunteers in the essential CPR skills to save lives

We have signed a two-year agreement with Speedo International to secure funding for one major project and a contribution towards the Small Grants Programme per year. The Small Grants Programme has continued to assist with our members drowning prevention projects and programmes and in 2019 grants were awarded to:

- a Survival Swimming Programme in South Kerala in India for 70 children aged between 7 and 18 years.



- a Community Lifesaving Volunteers Training Project in Kribi in Cameroon to train volunteers in drowning prevention activities in order for them to educate and train local communities.



In March the Board of Trustees adopted a Position Statement titled The Royal Life Saving Society and the Connection of the UN Sustainable Development Goals with the Global Drowning Prevention Effort. This Position Statement outlines the strong alignment of RLSS priorities with the relevant SDGs and the WHO Global Report on Drowning recommendations in continuing RLSS drowning prevention efforts through allied partners. RLSS priorities and actions are intentionally limited due to restricted resources and to improve impact.



The RLSS Bronze Medallion Teachers/Instructors guide was completed and launch in early 2019. This is available to all RLSS member organisations who do not have their own resources.

Our Heritage Working Group developed a focus on the preservation of our archive with the intention of making it more readily available. An application was made to the National Archives for a Scoping Grant and we were successful with our application. A consultant has been identified and the project will commence in early 2020.



### RLSS Diploma

The RLSS Diploma recognises significant contributions to our life saving knowledge. It is one of the Society's oldest and most prestigious international awards. The RLSS Diploma is awarded to individuals and teams, who have added to our knowledge in ways that can save lives and prevent drowning.

In 2019 we were pleased to award the RLSS Diploma to Job Kania from Kenya for his contribution to our knowledge in the areas of drowning, near drowning, lifesaving and lifeguarding, through impactful study about the implementation and compliance of public aquatic requirements in Kenya.

### RLSS Honours

The following Higher Society Honours were awarded in 2019.

#### **Commonwealth Life Member**

Penny Lecour – Canada  
Ron Aubrey – Canada  
Jennifer Miller - Canada

#### **Commonwealth Life Governor**

David Dumont - Canada

#### **Commonwealth Vice President**

Dylan Tommy – South Africa

## RLSS Awards and Medals

The Mountbatten Medal is awarded annually for the most gallant rescue or attempted rescue undertaken in the previous calendar year. In 2018 the recipient was Matthew Maroun from South Africa.

*On Sunday, 21st January 2018, Umhlanga Rocks SLC junior lifesaver, Matthew Maroun, who had turned 17 just a month earlier, was relaxing at home on the Umdloti beachfront in South Africa. His dad, Anton, was scanning the stormy seas with his binoculars, as massive cyclone generated waves were pounding the coastline.*

*It was just after 13.45pm when Anton noticed a swimmer in distress, about 200 metres offshore and behind the backline. The swimmer was caught in a powerful rip current and was being swept out into the treacherous sea. He alerted Matthew to the plight of the swimmer, and Matthew immediately grabbed his Malibu board and sprinted 50metres across the beach and rushed into the 8–10-foot waves. Although lifeguards on the beach tried to whistle him to return to shore, he battled through the powerful surf, just escaping some huge waves, and eventually reached the exhausted swimmer, who was about 400 metres off the beach.*

*Realising that it would be too dangerous to attempt to negotiate his way back through the massive waves with the exhausted patient, Matthew stayed with the man until a rescue jet-ski arrived soon afterwards.*

*The victim was then loaded onto the jet-ski and taken back to shore. Matthew then returned to shore on his Malibu board, where the pro-lifeguards told him the surf was too big for them to attempt the rescue.*

*Matthew's immediate reaction and determination to get through the massive surf at this dangerous beach ensured that the swimmer was rescued before the angry sea could claim another victim.*

*Matthew showed exceptional skill and bravery in tackling the stormy sea, especially for one so young.*

A Letter of Commendation was awarded to Tyne van Achterberg from South Africa.

An HRH Prince Michael of Kent Certificate of Merit for bravery was awarded to St Rose Jacobie from St Lucia.

*On 13<sup>th</sup> July 2018, St Rose Jacobie was a customer on a pleasure cruise that set off from Rodney Bay Marina in St. Lucia. At approximately 5.30pm and about 7km from shore, he heard screams and then the boats DJ announced that a male and female had gone overboard. (It was later confirmed that the couple had been leaning against the boats plyboard railing which had given way). At hearing this, St. Rose, an RLSS Award holder, ran up to the top deck, located the position of the couple in the water and jumped off the boat's stern into the sea, which was approximately a 30-foot drop.*

*St. Rose then swam approximately 100m to the couple. When he arrived, the male was under the water, so St. Rose pulled him up, but he was unresponsive. Holding the man's face out of the water he then swam to the female casualty who was extremely distressed but managing to keep her head above water. She reached out and grabbed St. Rose around the neck but he managed to calm her down and held her in an underarm hold.*

*Approximately 10 minutes later the man had regained consciousness and the boat had been turned around and reached the casualties location. Three life rings were thrown in and two crew members entered the water to assist. After the event, both casualties were assessed as having no injuries by medical staff at Gros Islet Polyclinic. It may have been a very different outcome if it wasn't for the quick thinking and bravery of St. Rose Jacobie that day.*

The Russell Medal is awarded annually for the most outstanding resuscitation or attempted resuscitation performed in the previous calendar year by a person under 18 years of age. In 2018 the recipient was Sarah Downs from the United Kingdom.

*On 29th May 2018 at approximately 14:05pm, a children's swimming lesson was taking place at Middlemoore Pool in Exeter, UK, where Sarah Downs was on duty as a lifeguard.*

*Half the children were doing a swim test and the other half were getting into the shallow end of the pool. Sarah was watching the children getting in, when one young boy asked Sarah to get him arm bands as he could not swim without them.*

*The other lifeguard on duty was watching the pool as Sarah went to find arm bands. As she was walking back around past the shallow end, a girl said, "excuse me, this boy has been under the water for a long time". Sarah asked the girl to pull him up to the surface for her.*

*When Sarah picked him up, he was unconscious and a greyish-blue colour. Sarah blew her whistle and pulled the boy out of the pool. Sarah started CPR on the boy and the women from Splash Swim School came to help her resuscitate him. After around three rounds of compressions and rescue breaths, the boy started vomiting and crying. His pulse came back to a normal rate and he was breathing.*

*Sarah and another staff member stayed with him, comforting him until the ambulance came. Sarah went in the ambulance and stayed with the boy in the hospital until his mother arrived there.*

### [RLSS Headquarters and Administration](#)

During 2019 the RLSS continued to improve its governance and systems by reviewing and updating our Regulations, Risk Register and a range of policies that has included the following.

- RLSS005 – Membership Policy
- RLSS008 – Safeguarding for Children and Adults at Risk Policy
- RLSS014 – Risk Management Policy
- RLSS018 – Complaints Handling Policy
- RLSS019 – Financial Procedures Policy

We have also introduced a Membership Committee, the members of which are the Deputy Commonwealth President, Executive Director and Operations Manager who meet quarterly and review various membership issues.



## Collaboration

Drowning is a complex public health problem which goes without recognition or attention in many areas of greatest need. Indeed, it has been called a hidden epidemic. There are more 'at risk' populations in the world needing drowning prevention assistance than there are organisations focused on providing help. The RLSS Commonwealth drowning prevention mission needs collaboration from all national, regional and international organisations and governments to be most effective – cooperating fully for the benefit of people worldwide to reduce the global burden of drowning. Strong partnerships are key to achieving our aim of eliminating drowning in the Commonwealth and have enabled us to support our Member Branches in low resourced settings.

In 2019, key partnerships for RLSS included:

The Commonwealth - the Commonwealth is a voluntary association of 54 independent countries that are united by values enshrined in the Commonwealth Charter. Whilst the Commonwealth's roots go back to the days of the British Empire, membership of the Commonwealth today is based on free and equal voluntary co-operation. The Commonwealth Secretariat implements the decisions and plans of Commonwealth leaders.



Our 30 RLSS Member Branches who continue to work at the national and community level to reduce drowning through:

- Researching drowning and aquatic emergencies to inform practice.
- Targeted community-based Drowning Prevention projects.
- Training the community and professionals in lifesaving skills for prevention & emergency response.
- Engaging young people in lifesaving and drowning prevention.
- Using the sport of lifesaving to further develop skills and techniques for rescue.
- Monitoring and risk assessing aquatic environments to guarantee safe participation in safe aquatic environments.
- Several of our Members carry out outreach work in nearby countries which widens the impact of our organisation



The International Life Saving Federation (ILS). Both RLSS and RLSS Member Branches are represented on the ILS Board and on the ILS Commissions and Committees, strengthening opportunities for effective collaboration.

The Royal National Lifeboat Institution (RNLI). We continued to collaborate with the RNLI and facilitated a presentation and workshop prior to our Strategic Planning Sessions in June led by Dr Caroline Lukasyk, the Programme Coordinator for the Western Pacific Regional Office of World Health Organisation. This included an overview of the Regional Drowning Prevention Assessment Programme which is designed to collect data on drownings, official responses and relevant legislation in the countries in Western Pacific and South East Asia Regions. Caroline was supported by Gemma May the International Advocacy Manager and Tom Mecrow the International Programme Manager for RNLI

## Acknowledgements

The Society's achievements would not have been possible without the support of and contribution from the following persons who gave of their time and experience.

### *Portfolio Directors*

- Norman Farmer ESM – Executive Director
- Anne-Maree Gardiner – Director of Lifesaving Sport Development
- Aminur Rahman PhD – Director for Drowning Prevention
- Shayne Baker OAM DProf – Director of Organisational Development
- Doug Ferguson – Director of Lifeguard Programmes

### *Committee and Working Group Chairs*

- Clive Patrickson PhD – Business Development Committee
- Robert Clark – Heritage Working Group
- Susan Glover-Takahashi – Diploma Committee
- Christopher Love – Honours Committee

Our Committees and Working Groups are composed of members from Australia, Canada, India, Lesotho, Malaysia, Malta, South Africa, St Lucia and the UK and we are extremely grateful to all the members for their valuable contributions.

## Our Plans for 2020

We will have effective and efficient administrative systems that support the Society's operations and activities.

- Operate a Headquarters with good practice business systems and staffing within our means and supported by volunteers and others to ensure the Strategic Action Plan is implemented.
- Implement a sustainable fundraising programme.
- We will have a system of honours, used in all Member organizations, to recognize the valuable contribution by the volunteers.
- Administer and support the committees and working groups that the Board considers necessary from time to time including Heritage, Diploma and provision of awards.
- We will explore multiple ways of working together as a family, embracing large, medium and small member organisations. Review and implement a communications strategy that is linked to the advocacy strategy, which identifies new/improved channels that use real time and online technology for internal communications between RLSS member organisations.

Specific plans for 2020 are:

- Design and commence a research project to gain a better understanding and ascertain the needs of our member organisations.
- Develop and implement an integrated youth strategy that will result in youth members integrated into all strategies and all aspects of our organization

- Identify the RLSS existing lifesaving sport development programmes and associated resources and use them for a Commonwealth wide lifesaving sport development and participant pathway.
- Produce an RLSS recreational competition manual
- Map the pool lifeguard competencies of key RLSS member organisations and establish a system of reciprocal recognition of the pool lifeguard programme across the RLSS member organisations. Investigate the features and benefits of the programme that would enable all Commonwealth countries to enrol in the RLSS Commonwealth Pool Lifeguard Recognition program.
- Establish a system for the librarying of Commonwealth wide intellectual property assets and enable enrolling organizations to participate in the sharing the assets and adopting Commonwealth wide competencies.
- Establish a system for lifeguards to be facilitated in seeking short term employment opportunities throughout the Commonwealth.
- Design and launch an advocacy strategy consulting strategic partners (e.g. Commonwealth Secretariat) and endeavour to establish drowning prevention on Commonwealth Heads of Government (CHOGM) agenda
- Successfully implement a clear and concise advocacy plan and supporting evidence/documents supported by a programme to grow knowledge around how to advocate
- Collate and analyse data from the global burden of disease and global health estimates on fatal drowning in Commonwealth countries to produce a biennial fact sheet to support RLSS facilitated interventions and advocacy
- Establish and support a Sport Development leadership group inclusive of youth and athlete representatives to manage a biennial Commonwealth Lifesaving Championship.



## Structure and Governance

RLSS is a registered Charity (Charity Commission England and Wales, Charity Number 306094), an Accredited Commonwealth Organisation and a Recognised Civil Society Organisation. HM Queen Elizabeth II is Patron of RLSS and HRH Prince Michael of Kent GCVO is President of RLSS.

RLSS is incorporated by Royal Charter dated 1924 and governed by a Supplemental Charter dated May 2018, which acts as our constitution and governing document. RLSS is governed by the RLSS Trustee Board. Our RLSS volunteer network consists of our Trustees, Officers, Committees and Working Groups.

RLSS supports and is supported by 30 Member Branches across three Commonwealth regions (Europe/Africa; Asia Pacific; Americas), all working collaboratively to deliver community-led and community-based drowning prevention programmes in nations across the Commonwealth.

RLSS maintains a formal Risk Management Policy and Register which is reviewed on a regular basis by the Board of Trustees and the Officers of the Society.

RLSS is registered with the Fundraising Regulator and is committed to ensuring all RLSS fundraising is legal, honest, open, transparent and accountable.

## Financial Summary

### Income

2019 total income (£72,834) was up on the 2018 total income (£71,585) by circa £1,200.

As with previous years, much of RLSS' income is currently member payments from the three largest member branches (UK, Canada and Australia). RLSS are looking to diversify income streams, exploring a range of fundraising. The Member Branches have made commitments to continue to support the administration of the Society, allowing any raised funds to be spent on programmatic activity.

### Donors and Funders 2019

The Royal Life Saving Society wishes to thank the following individuals and organisations for their most generous donations, sponsorship and grants during 2019.

Her Majesty Queen Elizabeth II	Laerdal Medical
HRH The Duke of Edinburgh	Speedo International
The Lifesaving Society Canada	Mr James McClelland
Royal Life Saving Society Australia	
The Royal Life Saving Society UK	

### Expenditure

Most RLSS expenditure finances the valuable work of RLSS Headquarters (staff costs and running costs). RLSS Expenditure on Charitable Activities was circa £32,078 in 2019, an increase of around £3,000 from last year.

### Reserves Policy

RLSS has a Reserves Policy aimed at ensuring the financial sustainability of the Society. We will aim to achieve unrestricted reserves of two years expenditure.

## Statement of Trustees' Responsibilities

In relation to the following financial statements of the Royal Life Saving Society to year end 31 December 2019

In accordance with the Charities Act 2011 the Trustees have prepared the following Financial Statements which give a true and fair view of this Charity's financial activities during the year 2018 and of its financial position as at 31 December 2019. In preparing these Financial Statements best practice has been followed and suitable accounting policies have been consistently applied.

Applicable accounting standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" 2005 have been followed.

The Financial Statements have been independently examined by Richard Oddy FCA after he was given access to all relevant financial documents, general correspondence and Minutes of all Society Committee and Sub-Committee meetings.

Signed on behalf of the Society's Trustees



**Clive Holland**  
**Deputy Commonwealth President**  
June 2020



**Clive Patrickson PhD**  
**Honorary Commonwealth Treasurer**  
June 2020



# Financial Statements

For the year ended 31<sup>st</sup> December 2019



COMMONWEALTH  
DROWNING  
PREVENTION

## **Report to the trustees of The Royal Life Saving Society and to the Commonwealth Council**

### **On accounts for the year ended 31 December 2019**

<b>Respective responsibilities of trustees and examiner</b>	<p>The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.</p> <p>It is my responsibility to:</p> <ul style="list-style-type: none"><li>• examine the accounts under section 145 of the Charities Act,</li><li>• to follow the procedures laid down in the general Directions given by the Charity Commission (under section 145(5)(b) of the Charities Act, and</li><li>• to state whether particular matters have come to my attention.</li></ul>
<b>Basis of independent examiner's statement</b>	<p>My examination was carried out in accordance with general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair' view and the report is limited to those matters set out in the statement below.</p>
<b>Independent examiner's statement</b>	<p>In connection with my examination, no matter has come to my attention other than that disclosed below.</p> <ol style="list-style-type: none"><li>1. which gives me reasonable cause to believe that in, any material respect, the requirements:<ul style="list-style-type: none"><li>• to keep accounting records in accordance with section 130 of the Charities Act; and</li><li>• to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act</li></ul>have not been met; or</li><li>2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached</li></ol>
<b>Disclosure</b>	<p>The basis for the preparation of the financial statements for the year ended 31 December 2019 is on a statement of payments and receipt basis in accordance with guidance from the Charities Commission.</p>

Signed:

Richard Oddy FCA

Date: 07 May 2020

# Royal Life Saving Society

## Receipts and payments accounts

For the period from	01/01/2019	To	31/12/2019
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### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	£	£	£	£	£
<b>A1 Receipts</b>					
Membership	45,891	-	-	45,891	44,528
Sponsorship	750	-	-	750	-
Donations	3,965	-	-	3,965	3,697
Resource Income	1,254	-	-	1,254	12,362
Gift Aid	223	-	-	223	465
General Development	-	846	-	846	853
Africa Workshop	-	11,993	-	11,993	-
Medals	-	4,140	-	4,140	7,500
Emerging Leaders Workshop	-	625	-	625	1,898
Speedo Small Grants	-	2,800	-	2,800	-
Dividends/Interest	210	-	-	210	200
VAT Net	117	-	-	117	83
<i>Sub total (Income for AR)</i>	<b>52,410</b>	<b>20,404</b>	<b>-</b>	<b>72,814</b>	<b>71,585</b>
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
<i>Sub total</i>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Total receipts</i>	<b>52,410</b>	<b>20,404</b>	<b>-</b>	<b>72,814</b>	<b>71,585</b>
<b>A3 Payments</b>					
Staff & Management Costs	24,601	-	-	24,601	22,653
Commonwealth Development	11,767	-	-	11,767	18,797
Commonwealth Headquarter Costs	5,577	-	-	5,577	4,655
Lifesaving Sport Development	2,937	-	-	2,937	600
Committees	1,777	-	-	1,777	2,178
Membership Development	1,059	-	-	1,059	248
Support Services	517	-	-	517	1,012
Finance Charges	274	-	-	274	219
Legal & Professional Costs	50	-	-	50	3,784
Designated development	-	1,521	-	1,521	36
Speedo small grants	-	750	-	750	-
Asia Pacific Workshop	-	-	-	-	4,184
Caribbean Workshop	-	-	-	-	5,116
Africa Workshop	-	6,000	-	6,000	-
Emerging Leaders Workshop	-	1,045	-	1,045	-
Medals	-	6,949	-	6,949	5,999
<i>Sub total</i>	<b>48,559</b>	<b>16,265</b>	<b>-</b>	<b>64,823</b>	<b>69,481</b>
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
<i>Sub total</i>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<i>Total payments</i>	<b>48,559</b>	<b>16,265</b>	<b>-</b>	<b>64,823</b>	<b>69,481</b>
<i>Net of receipts/payments</i>	<b>3,851</b>	<b>4,139</b>	<b>-</b>	<b>7,991</b>	<b>2,104</b>
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	<b>50,929</b>	<b>9,058</b>	<b>-</b>	<b>59,987</b>	<b>57,883</b>
<i>Cash funds this year end</i>	<b>54,780</b>	<b>13,197</b>	<b>-</b>	<b>67,978</b>	<b>59,987</b>

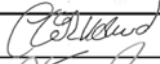

# Royal Life Saving Society

For the period from	01/01/2019	To	31/12/2019
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## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
<b>B1 Cash funds</b>	Cash at bank	54,780	13,197	-
	<i>Total cash funds</i>	54,780	13,197	-
<b>B2 Other monetary assets</b>	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
	None	-	-	-
<b>B3 Investment assets</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Quoted investments			
	Royal Life Saving Society Fund	Unrestricted	-	3,603
	Russell Medal Fund	Restricted	-	3,077
<b>B4 Assets retained for the charity's own use</b>	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	None	Unrestricted		
<b>B5 Liabilities</b>	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
	None		-	

Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval
		Clive Patrickson	10/6/2020
		W Clive Patrickson	10/6/2020

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