

Rotary District 9640

Information Manual

Proposed Rotary involvement in the Commonwealth Games

To be held at the Gold Coast April 4th--- 15th--- 2018

Current Principals involved in organizing team

District Governor, Darrell Brown

Rtn Margaret Grummitt

PDG Brian Heaton

HISTORY of ROTARY'S INVOLVEMENTs

The Commonwealth games were held in Melbourne in 2006. Melbourne Rotary clubs were approached to provide services to the successful cleaning contractor for the Athletes Village and other areas, this company being Clean Events Pty Ltd. The offer was for Rotary to organise teams of volunteers to carry out certain cleaning duties within the village.

According to all reports, the final outcome was a great success to all concerned. The event involved 4 Rotary Districts over a period of 37 days.

Whist the actual event is held is over 10 days there are considerable Pre and Post event duties.

At the end of the games Clean Events handed the then District Governor a cheque in the amount of \$750,000.00 (after GST).

Melbourne Rotarian, PDG John Wigley phoned us here in District 9640 and suggested that we get involved in the same way, so that clubs could make some serious money.

These conversations have been going on for around 2 years, and in particular, waiting to see who the successful cleaning contractor would be.

That contractor is a company called **Incognitus** formally **Clean Events**. The Management and Principals are the same people who owned the company Clean Events.

This District took the initiative to have meetings with the Management of Incognitus, plus the two Rotarians involved in the 2006 Games, namely PDG John Wigley and Rtn. Bill Dagg. A meeting took place at Legends hotel on Thursday 5th October. All 9640 clubs were invited to send along a representative. We had a total of 31 Rotarians, plus the Management team from Incognitus, in attendance. It was a good presentation and I feel it created a good deal of interest and enthusiasm.

I guess the bottom line is that we, as in Rotary, would be required to organise and manage a period of 37 days of cleaning activities within the Athletes Village. This would require us to form around 40 teams of volunteers, made up of one team leader (a Rotarian) and 4 or 5 volunteer workers, these being Rotarians and/or others. Each of these volunteers is paid an hourly rate (yet to be agreed upon) but somewhere in the vicinity of \$25.00 per hour. These volunteers can be selected from any source **via** a Rotary Club – for instance, Church groups, cricket clubs, football clubs, Service clubs etc. Volunteers must be over the age of 18 years. They will be subject to a police check, photo Identification required, be interviewed by the security committee, be provided with a lanyard and identification badge which must be worn at all times and when travelling on public transport (in

order to travel free) but most importantly, whilst within the games precinct. Without the badge there would be no entry under any circumstances. Thorough bag checks will be carried out by security at all entry points. We believe free parking will be available in some areas - other general parking areas will be provided with link buses every 10 minutes. The free travel extends to Brisbane suburbs for any other Rotary district volunteers. Volunteers must be at their designated entry point at the nominated time.

Rotary would become the contracting party and it must be made clear and understood by all clubs and all volunteers, that there are no individual payments. All monies earned **MUST** be allocated and given to the charity as nominated by each participating team. There will be no interim payments by the main contractor, **Incognito**. There will be a one off payment after the games (at this time). This is something your committee is looking into and negotiating, along with hourly rates and times. The final cheque will be presented to the Rotary district then dispersed to the participating Rotary clubs, who will then make payment to their volunteer groups' nominated charities. All records and times will be logged and documented for each and every volunteer and credited to their club account.

Rosters will be prepared and allocated by the committee at such times as we know the number and names of the volunteers. Please appreciate this is a massive task to be provided by the committee. I will distribute the names of all the 9640 Rotary Organising Committee members as soon as they are confirmed. Once Rotary has made a firm commitment to the Contractor, we will be allocated a number of buildings for which we will be responsible for the cleaning as described and agreed upon. At this time it would appear at this time the cleaning of an apartment will be as follows –

Sweep and/or vacuum floors and stairs...make beds...(hospital style)... clean bathrooms (yes, there are toilets) Note: there are no kitchens. Towels may need to be replaced. Windows may need cleaning (inside only).

This is a Contract, and it must be made clear to all volunteers and team leaders, that rooms must be cleaned to a standard as set down in such contract. Note: Whilst the time frames are designated for each day (usually 7.30 am to 3.00 pm), if a team is efficient and completes their work in a shorter period, they can go home after signing off.

Volunteers must always work in pairs (as a minimum). Never enter a room alone. Team leaders will be asked to carry a camera.

Drug/alcohol/security dogs will randomly be checking people on the village premises.

Team leaders will be responsible for ensuring their allocated team members are reporting for their daily duties - all names and contact details will be provided. The games committee will iron out the finer points. There will be an initial **TRAINING DAY** for all Team leaders and committee - not sure at this point whether this will apply to the volunteer. We also need to establish if we get paid for the training day

The Rotary commitment is to solicit around 240 volunteers for each day and this is a huge task. In consultation with District Governor Darrell, Rtn. Margaret Grummitt and PDG Brian Heaton it has been agreed that District 9640 will receive a service and management fee of 2.5% of the total funds raised. This, of course, will be ratified by the finally named committee i.e the Accountant, Treasurer, Computer Logistics team and Auditor.

There will be no wages paid to any person at any time. This will be an understanding between all concerned parties – District 9640 Rotary Commonwealth Games committee, Incognito, and the Union.

All monies raised must go to charities as nominated by the Rotary clubs.

Meetings and consultation with a number of official parties are yet to be held, hopefully within the coming 2 weeks. Anticipated players –

Commonwealth Games Chairman, Peter Beattie, relevant Union, Commonwealth Games committee, security bodies.

We will keep you up-to-date as further information comes to hand. In the meantime, if you have any comments/ questions, please email me at val.22@bigpond.com - keep them simple and succinct and I will do my best to get you a quick response.

To all Rotary clubs: We need your answers and numbers ASAP Please discuss this event with your members and inform me of your decision RSVP by 21st Oct 2017 (No later)

PDG Brian Heaton