

President Roger Downing

**Minutes of the Coach Committee Meeting held on Wednesday 9th February 2022
via Zoom at 1015am**

Present: Chrissie Robinson (CR) Regional Chair
Paul Robbins (PR) Regional Vice Chair
Stacey Millett (SM) Regional Development Officer
Chris Alderton (CA) Team Bath AS
Jan Hutchings (JH) Poole SC on behalf of Barry Aldrick
Jo John (JJ) Exeter City SC
Rich Smith (RS) Marlborough Penguins
Greg King-Limb (GK) Mount Kelly Swimming
Lisa Atkinson (LA) City of Bristol
Mike Parker (MP) Swim England Talent

1. Welcome, Introductions and Apologies

CR welcomed all to the meeting, apologies listed below.

Apologies: Chris Vickery – Regional Administrator and Events Officer

2. Declarations of Interest

SM – Swim England Talent Report from Mike Parker, missed agenda item regarding this. Agreed to be included under the Governance section.

3. Minutes of the Previous Meeting 29.09.2020

PR – change to be made to last point in Competition section change Summer to Winter Championships.

Acceptance proposed by CA and seconded by JJ and agreed as a true record.

4. Matters Arising Not on the Agenda

The outcome from the Cornwall County Council announcement regarding Pools in Cornwall. The outcome from this was that Saltash pool was to remain open, the other pools were under review with tenders on them. Only one of the pools was mainly used by clubs. The Region are waiting to hear the final decision with regards to the other pools.

5. Governance

5.1 Teaching and Coaching Register

SM reported that this is now being dealt with by Swim England, they have now set up automated emails which will notify coaches as soon as their Safeguarding or DBS has expired.

5.2 Swim Mark, Club Affiliation and Constitutions

Stronger Affiliation will now be known as 'Club Affiliation' as of 1st February 2022.

Biggest problem area with both SwimMark and Club Affiliation is the workforce report and this is usually due to out of date Safeguarding certificates and DBS checks.

The Swim England Model Club Constitution has now been released, All clubs will be expected to update their constitution within their own review timescales which the Region suggests should be every year but it is a mandatory requirement every three years. SM will be contacting all clubs with the new model and ask them to ensure they update this in due course.

5.3 Talent Update – Mike Parker

See attached appendix 1.

Questions were raised in relation to the report:

JJ – the Marseille meet is still on the calendar but believed this was cancelled and replaced with the Edinburgh Meet.

MP – confirmed that is correct they will not be travelling to the Marseille meet due to Swim England COVID guidance.

CA – was there any update on when the National Face to Face Camp would be happening?

MP – the National camp will be in May 2022 at the Commonwealth Games Pool in Birmingham, this will be used as a test run for the venue to assess the flow of people using the facility and prepare the venue.

The national cohort will be invited to this and this will include all 6 zones at the one venue.

MP noted that the National Event camp will be held at the Birmingham University Pool over 2 weekends – Form & IM 19th – 21st February and Freestyle 25-27th February. This is a new venue for the Talent Team to use and they will use accommodation and facilities all on site.

This camp will be in integrated camp with both Able Bodied and Para athletes attending the Freestyle camp. Sport England funding has a large focus on integration so the National programmes are being changed to reflect and include this.

All coach and athlete briefings will be held online prior to the weekends to allow more time for practical elements on the weekends. 50th athletes with 20 staff members, all will be asked to LFT test before attending the camp and everyday whilst on the camp.

6. Competitions

As the Region still require volunteer roles to be filled on the Swimming Committee they have been contacting clubs local to pools where we will be holding events to request help with the delivery, below are the responses:

Winter Championships – Poole SC

Summer Championships at Plymouth Life Centre – awaiting response

Summer Champs at Hengrove – declined

Summer Champs at Millfield – awaiting response

Fast 5 event – declined

Discussion was had around what was expected from the club offering to help with the running of the meet. The Region will deal with the entries, coach passes, Officials, booking of facilities, etc. The clubs would only be responsible for the sourcing of the volunteers to run the event – this included the recorder and announcer – and be a point of contact on the day for those roles.

Many of the coaches in attendance felt their club may be able to help with that for the events to run. CR to provide the details on what is required and SM will send out with the minutes from the meeting.

The details of the above are available in appendix 2.

PR asked about the refreshments that are available at Hengrove for the City of Bristol Meets as in the past we have had to provide tokens to Officials, etc.

LA will speak to Hengrove and find out what they provide and if a similar solution could be provided for the Regional event.

7. Coach Committee Terms of Reference

SM explained after attendance at a National Meeting with Lindsay Trimmings (Swim England Talent) that the committee's Terms of Reference could do with updating. There is mention of Networks within this in terms of what Coaches would be invited to the Coach Committee Meeting. GK stated that he wouldn't know what a Network was or that Mount Kelly were ever involved with one which backs up the need for the terms to be updated.

SM suggested that we had a coach representative from each County, and JJ suggested this may be the Lead Coach for the County Programme (if the County runs this).

MP suggested network is removed, it needs to include someone from each County but that does need to be the right person. They need to act as a point of contact for the County for other Coaches to have points raised on their behalf. The representative also needs to attend and contribute on a regular basis.

CR to discuss the Cornwall representative with the County, GK will act as a point of contact for Cornwall due to the representative being unable to make the meetings until a solution has been reached.

MP also mentioned the possibility of the session being recorded to be watched at a later date. It was decided that there wouldn't be much need for this as long as the minutes are recorded accurately.

Amended Terms of Reference attached in email.

8. Open Forum to include AOB

8.1 Summer Championships

8.1.1 Spectators

GK asked if we should be allowing spectators to the events, CA asked when there will be no restrictions on spectators.

CR stated that due to the restriction on numbers at Millfield we aren't able to run a full programme for the swimmers if we allow spectators swimmer numbers will have to be reduced.

MP asked if the venues decide whether spectators are allowed or is it a Regional decision.

CR said that the venues decide on the numbers allowed in and the Region have to make the call as to whether we allow spectators within that number.

MP said that other Regions put restrictions on spectator numbers but this then caused more problems with ticketing and those unable to gain entry.

LA noted that the swimmers shouldn't miss out on competing through allowing spectators into the total numbers. Parents, etc. should understand on that basis.

GK suggested that we made a clear statement on the position of spectators and the reasoning for the restriction.

It was also noted that the restriction is due to numbers at Millfield, if we are unable to have spectators there then it would be unfair to allow them at the other venues.

8.1.2 Livestreaming

The discussion led onto the provision of livestreaming the event if we are unable to allow spectators.

SM has been looking into this and will contact Ekaterina Boyd at Swim England Events to gain some more information around providing livestreaming.

RS noted that Trowbridge used it at their recent open meet and this was set up relatively easily with an iPhone/iPad mounted to one of the columns at the pool. The event was distributed through a closed Facebook page which was password protected and closed as soon as the event finished.

We had a parent livestream the 2021 Summer Festival of Swimming at Plymouth however when approached by CR they were not able to commit to Winter Regionals at Millfield.

CR stated that the information regarding the livestreaming needs to be clear and the Region need more advice on the wording to be included in the conditions in terms of consent.

JH suggested we need to justify the position on spectators and if we provide a livestream we could meet parents in the middle.

MP also noted that if individuals are keen to watch try to encourage them to take up volunteer roles which will allow them access to the venue.

8.2 Officials

PR noted that the number of Qualified Officials will be returned to normal pre-pandemic numbers as of 10th March 2022.

JJ said that due to the loss of Officials over the period of the pandemic some events have had to reduce lanes and reseed events as a result of losing Officials.

CA stated that the distance events are becoming even more difficult to run, MP said there was a proposal on the table with regards to reducing number of Officials for distance events but this is very much at proposal stage at the moment.

No AOB was stated.

Next meeting - Wednesday 30th March 2022 at 1015am

Agenda Item for Next Meeting – Land Based Coaching Section – Rich Smith.

South West Region Coach Forum

February 9th 2022

Swim England Talent Report

1. SE ATHLETE WEIGHING POSITION STATEMENT

SE have released a position statement on the process of weighing athletes. The recommendation from the national governing body is that individuals under the age of 18 should not be weighed unless they are on a nationally supported pathway.

This guidance is applicable to athletes within all aquatic disciplines including swimming, para-swimming, water polo, artistic swimming and diving.

It is designed to prevent potential areas of concern, such as psychological distress, which may occur as a result of athletes being tested and monitored in this way.

The full statement can be accessed at the below link:

<https://www.swimming.org/sport/swim-england-statement-weighing-athletes/>

2. SWIM ENGLAND LAND BASED COACH – SWIMMING CERTIFICATE

The Swim England Land Based Coach – Swimming Certificate, has now reached the pilot stage of its development.

Coaches heading up the SE County Development Programme have been offered a place on the pilot course, on a self-funding basis.

Attached to your email is the full specification (PDF Document)

3. COMMONWEALTH GAMES KEY DATES (SUBJECT TO CHANGE)

Dates	Event	Includes
13 Dec 21 Dec 3 Jan 12 Jan 13 Jan 14 Jan Week Beg 17 Jan 21-24 Jan 27-31 Jan	Adverts released for HC, TM, ATM Selectors Catch up Advert Closes TM & ATM Zoom Interviews SSSM Zoom Interviews HC Zoom Interviews Appointments confirmed Flanders (Perf Squad) Luxembourg (Perf Squad)	GR
Week Beg. 24 Jan 21 Feb	Recruitment for and Appointment of Coaching Staff and Support Staff Appointments Confirmed	Team Leads

17-20 Feb	BPSIMS – Aberdeen	GR, HC, SSSM, ATM
4-6 Mar 11/12 Mar 16 /17 Mar	Marseille (Perf Squad) Edinburgh (Perf Squad) Staff Engagement Day – Edgbaston Park Hotel, Birmingham University Site visits to be included	Selected staff Selected Staff All Staff
5-10 April 11/12 April 18 April	British Championship Selection meetings IPC, Para AA list closes, selection of athletes	Sheffield
22-29 May 21/22 May	World Championships Test Event	Japan Sandwell, Pathway athletes, anyone not at the worlds
12-18 June 18/19 June 20-24 June	World Para Champs <i>Mare nostrum – Monaco</i> <i>Monaco training camp</i> <i>Athlete site visit??</i>	Madera CWG Team
27-4 July 20 July 21-25 July 25 July 28 July 29-3 Aug 4 Aug	<i>Training & then French Open</i> Kitting Out / Media Day Holding Camp Village Entry Games Open Competition Exit Village	CWG Team
6 Sept	Debrief	TBC

Appendix 2 – Facilitator Role for Regional Competitions

A full Memorandum of Understanding would be raised to agree areas of responsibility. These would include but not be limited to:

- Liaising with Technical Director prior and on the days of competition.
- Liaise with catering provider
- Engaging an announcer
- Engaging recorders
- Arrange all Marshalls and ancillary volunteer staff as required to run the event efficiently and safely and manage on day

The Regional staff/ volunteers would:

- Book pool and AOE
- Book catering
- Take entries and supply entry file to nominated person the day before the event
- Organise officials
- Provide all paperwork required
- Provide links to a person nominated by the club to upload results as required
- Provide contact details of clubs attending to approach for volunteer support at the event

Swim England South West would pay your club £250 per day for facilitating the event