



President Bob Holman

Minutes of the Management Board Meeting held on Wednesday 22nd May 2019 at the Regional Office Wellington commencing at 1830 hours

**Present:**

D C Flack	Chairman.
C Robinson	Finance Officer
R Downing	Vice Chair
Mr B Holman	President
C Trudgeon	Devon
A Smart	Dorset
G Cockill	Somerset
K Smith	Gloucester County
C Elliott	Cornwall
P Robbins	Wiltshire
R Margetts	Independent Board Member

**Non-Voting:**

Mr M Coles	President Elect & Water Polo
Mrs C Vickery	Administration Support

**1. Welcome, introduction and apologies**

The Chairman welcomed everyone to the meeting and introduced Colin Trudgeon who is the new RMB member representing Devon County. No apologies have been received.

**2. Declaration of Interest**

Mrs C Robinson Item 8

### **3. Minutes of previous RMB meeting 07.03.2019**

Minutes were checked page by page for accuracy.

Matters arising – No 4 Chris Elliott regarding Carbis Bay, this has not yet been resolved.

No 8 – Paul Robbins has contacted the applicant and explained the situation regarding payment and the applicant fully understood the outcome.

No 6 – Roger Downing asked regarding the Working Party looking into the Licencing issue – the working party is not happening or going to happen. Keith Smith stated that it is important that someone looks into the issues. After discussion it was decided that the Swimming Committee would look into producing some guidance regarding licence meets which has to be supported by the RMB.

### **4. Urgent matters as previously notified to the Chair (see items 12 & 13)**

Chris Elliott – GLL Cornwall, Paul Robbins – Swimwear at events.

### **5. To note Discipline Committee minutes**

No meetings have been held since the previous board meeting and therefore there was nothing to note on this point.

### **6. Data Protection – GDPR update**

See attached document from Stacey Millett. The Box was explained to Colin Trudgeon and it was also decided that there needs to be a Finance Box – SM to arrange this.

### **7. Governance review structure – update**

Roger Downing and Chrissie Robinson have been working hard with this. First discipline to be reviewed has been Swimming Committee followed by the sub committees under their umbrella. A review has been undertaken with roles and job descriptions being looked at and job descriptions being updated accordingly. There remains confusion over roles such as Technical Director, Lead Referee, Meet Manager, Event Manager/Promoter and this still needs to be clarified. A form has been sent out for invitation to apply for the various roles on the committee – replies to be received by the 1<sup>st</sup> June 2019 to Chris Tremellen. Colin T and Keith S both felt the wording of the email and the form was inappropriate and a discussion followed.

Chrissie R suggested the form might bring forward those wishing to be considered and then job sharing and succession planning could take place. Governance states committees should have no more than 12 people on it.

Swimming Committee does not have a Finance Controller and governance states all committees must have a Finance Controller.

Roger D went on to explain the various members of the sub committees and stated that 54 volunteers were involved.

The Chair invited any questions and thanked both Roger and Chrissie for all their hard work in this big task.

## **8. Recruitment of Regional Chairman - update**

The meeting went into Committee, Chris Vickery left the room.

## **9. Regional Finance Officer Report**

Finance sheet distributed to all members of the board and Chrissie R explained the details documented.

Chrissie also explained regional funding which was available as Colin T was a new member to the Board.

Robert M asked why the figure under Governance was at 100K CR responded that the office expense and salaries was included in that figure.

CR also informed the Board that the Region had been approached (as had all other Regions) regarding loaning Swim England funds on a secured basis to reduce the loan which SE has outstanding on Sportpark which they have purchased. The loan would be for circa £39K per Region repayable at Base plus 1.5% with interest being paid quarterly in arrears. This would produce more income than currently with money invested. If the Region needed the money back for whatever reason 3 months' notice would be required.

CR requested the Boards feelings on this proposal.

Discussion followed, RM asked the effect on this if we lose Category One swimmers – DF responded that this issue has still not been resolved and a position for a Membership Director is going to be advertised nationally to look at membership going forward – this is very much a work in progress.

With regard to the loan to SE Colin Trudgeon proposed we agree the loan, Keith Smith 2<sup>nd</sup> vote was unanimous with one abstention.

## **11. Report from Regional Chairman**

Regional Champs has now finished and thank you to all concerned as it has been a resounding success.

The issue of the Loan to SE has been discussed as detailed above.

Unfortunately DF missed the Chair's meeting as he was taken into hospital on the day of the meeting.

North East Incorporation updated at the National Chair's meeting – all going ahead well and the Chair feels it is something the region needs to consider.

Discussion held around the change of financial year dates and at some stage a decision will need to be made about changing to January – December to run in line with Swim England. A change of rule at ACM would be required for this and it is something which needs to be planned.

This needs to be an agenda item for the next RMB meeting in July. All in agreement that this needs to be addressed.

Stronger Affiliation Paper has been presented to the SE Board which was given outline approval. The Chairman briefed the board on the proposals. Discussion around this followed.

## **12. Swimwear worn at Regional Events**

Paul Robbins provided feedback following the Summer Champs and their being some issues with swimwear being worn. Paul to supply the email with details regarding wording to be used.

Discussion followed around this issue and under FINA Rule 4.1.1 it is the responsibility of the Referee to deal with this matter.

## **13. GLL – Cornwall**

Chris Elliott stated he was having a meeting with Swim England and GLL regarding price increases being implemented at GLL site in Cornwall. The increase equates to 90% over three years and the clubs simply cannot afford it. Chris Elliott wants the board to be aware of what is happening and how it will affect the clubs in Cornwall.

Discussion followed regarding this and the Chair expressed his thanks for all the time and effort Chris Elliott has taken in building up relationships with the providers and also asked to be kept informed of the outcome.

## **14. Date of next meeting**

10<sup>th</sup> July 2019 commencing at 1830 here at the Regional Office

The President thanked everyone for the warm welcome he had received at the Summer Championships. He was extremely impressed by how well the events were organised and thanked all the volunteers who worked so hard to make the events so successful.

**Meeting closed at 21.15**