

Minutes of Region Artistic Swimming Meeting at 8.30pm on Monday 6 March 2023 via Zoom Platform

Present: Roger Downing, Mary Hooper, Sarah Pullan, Georgina Coombs, Sarah Garrett, Chrissie Robinson, Mike Coles, Geoff Pearce, Paul Robbins Viv Ebbs

1. Welcome, Introduction and Apologies

- a) Welcome
Roger welcomed everyone to the meeting.
- b) Notice of Any Other Business not covered below.
No Items of other business were received
- c) Declarations of Interest.
No declarations of interest were raised.

2. Minutes of Previous Meetings

- a) Region AS Committee 09.01.2023
Minutes were agreed as a true record of the meeting
- b) AS Leadership Group 30.01.2023
Maria had noted the considerable number of emails from Swim England, and it was difficult to differentiate between those that were information, and which were marketing.
- c) Regional Board Minutes 18.01,2023
Item 5.7.2: Roger apologised for the oversight that the last two meetings of the AS Committee had not been seen by the Board. He will write to the Directors and invite the Chair to the next meeting of the AS committee. **ACTION RAD**
- d) Terms of Reference
Updated and returned to the Operations Committee
- e) Club Affiliation Issues (Kernow/Calne)
Issues are now resolved.

3. Matters Arising

- a) Coaches or Teachers Matrix
This was received but there is some difficulty with the Artistic Swimming Section where a Level 2 Coach is classified as a Level 2 Teacher. Roger has had a discussion with Clare Coleman and is awaiting clarification.
- b) OMS Training and SE input
Roger reported that one of the issues for Kernow and Calne with affiliation was being unable to check the qualifications of their coaches and uploading onto the OMS website. Roger will send two papers to clubs on how to check qualifications and next steps for uploading qualifications. **ACTION RAD**
- c) Risk Assessments
Roger noted that at the moment there is no Risk Assessment for poolside training and land training. Risk assessments are required for every activity, including travel to competitions, and competing. This is for insurance purposes. Roger to have a club meeting to go through the process of Risk Assessments. **ACTION RAD**

4. Regional Manager Report

a) Club Contacts
Mary reported that the list of club contacts has been updated and has been sent to Sarah and Georgie.

b) Pool Charges 2023
Mary noted the increase in pool hire costs for 2023:

- Plymouth has increased by £120 per day
- Cheltenham has increased by £124 per day
- Marlborough has increased to £60 per hour

c) Calendar 2023 draft 6
Agreed

d) Grade Certificates update
Swim England has now agreed that the certificates will remain as before. There has been a delay in the 200 ordered in October which has now been increased to 500. They should be ready at the end of March. This extra cost has not yet been budgeted into Grade days.

e) Regional Squad Finance
Mary reported that the Regional Squad finances, with 19 swimmers attending 10 training sessions, will be £200 over budget. Most coaches are not claiming time or expenses. There was a discussion about having an extra day alongside the Regional Squad for lower-level club swimmers and their coaches to help with development and to see what is involved. Georgie would be willing to run an extra day for this activity.

Agreed that this committee should write to Angie to see if it is something that she could offer to help with the development of Regional coaches and swimmers. Clubs should also be contacted.

ACTION RAD/MH

f) Music Equipment
Mary reported that there is a problem with the music equipment. Agreed Sarah P to get some quotes for a replacement from local distributors.

ACTION SP

g) Other Equipment
Sarah has all the other equipment except the laptops which are with Max.

h) Finance
Geoff was concerned about the financial pressures with the increased cost of pool hire and recommended a mid-year revision of budgets. Agreed

ACTION MH/GP

For clarity with the accounts, Mary to send Geoff a copy of the AS Calendar indicating what is Development and what is Competition

5. Regional Competitions

a) Poolside Accreditation
Sarah reported that the system is set up. She will request a list of Coaches and Team Managers in advance of the competition in order to read out the names and distribute the lanyards at their meeting.

b) Certificate of Exception
Roger noted that athletes in an AS routine are not allowed to wear goggles. Disability swimmers must apply for a Certificate of Exception. The Referee has access to these certificates. Roger has contacted Swim England to explain that there are other levels of disability, and these swimmers need to be supported.

c) **Regional Age Groups**
Sarah P reported that the Officials met ahead of the Competition which helped, and she thanked Sarah G for her helpful paper.. The level of competition meant that there was a lack of entries, but the competition ran well. Roger thanked Sarah P for her organisation and Max for his excellent scoring.

d) **Novice Competition Cheltenham 20.05.2023**
The Conditions for the competition are currently with the Licensing Officer and the pool is booked.

Criteria is set for the number of helpers and officials required from each club, according to the entries received. Chrissie was concerned that this would put smaller clubs at a disadvantage and may be seen as bias. Mary explained that the AS Leadership Group allows organisers to state the ratio of swimmers to officials. This system is also recognised internationally in order to use officials from all competing countries.

e) **Duet and Novice Competition Plymouth 18.11.2023**
The pool is booked, and further planning will take place after the Competition in May.

6. Regional Grade Days

a) 04.02.2023
Sarah G reported that the Grade Day ran well. Paula Brand was the Senior Assessor. The Fencing Room was used for splits and appeared to work better than using a squash court. To note that all helpers must be Swim England registered.

b) 13.05.2023
Marlborough booked

c) 14.10.2023
Marlborough booked

Angela has requested an additional Grade Day in July using Bristol's water time.

7. Workforce and Officials Training etc

a) **FINA changes Regional roll out and SE deadlines**
Georgie reported that the new judging procedures will be implemented in 2024. In the meantime, Hannah Secher is planning to run some uptraining sessions later in 2023..
Georgie is prepared to run some sessions for the Region. **ACTION GC**

b) **Coach Training**
Swim England is running webinars for coach training.

c) **Officials Training**
Congratulations to Georgie who has passed her International Judging and is qualified to judge at international events for a further 4 years.

In the recent Level 1 and Level 2 Judges courses 3 candidates were successful. Georgie is planning to run another course this year. Date to be confirmed. **ACTION GC**

8. SE SW Region Update

a) **Water Polo**
Mike referred to the minutes of the last Water Polo meeting . Any questions please contact Mike

On behalf of the Board, Chrissie reported on the following South West Region items:

b) Terms of Reference

The Terms of Reference for the Artistic Swimming Committee were discussed. Noted that the minimum number of attendees must be 9 and the maximum 18, not including South West Region Management. **ACTION MH**

The following membership for the AS Committee was agreed:

1. Chair
2. Regional Artistic Swimming Manager
3. Minutes Secretary
4. Competition Co-ordinator
5. Grades Co-ordinator
6. Workforce Co-ordinator
7. Representative from each County where Artistic Swimming takes place
8. Regional Board Representative

Under item "Meetings," only one face-to-face meeting per year can take place. There is no limit on the number of Zoom meetings.

Mary to investigate the membership and delete 1.8 from the item "Committee Membership". **ACTION MH**

c) Charity Status

For any clubs applying for Charity Status, there is a new model constitution on the Swim England website to be adhered to.

d) Adult Safeguarding

Clubs are advised to keep referring back to Wavepower which is constantly changing.

e) Workshops

County secretaries have received notification of updates on the Swim England Regulations. Workshops on the Regulations and the Safeguarding updates are being advertised.. Club Chairs and Welfare Officers are recommended to attend these workshops. **ACTION Clubs**

f) The Swim England Strategy was launched this year. Swim England are currently working with Regions and counties, with a view to also include clubs.

g) Leadership Groups

Chairs of the Leadership Groups have had a meeting. They raised issues with communication, project planning and delivery, and succession planning. There was also concern about decision making at Swim England, and the time taken to make decisions and implement the policies.

9. Any Other Business

a) Conference 2023

Agreed that the Conference would take place in September on Zoom. Date to be agreed.

b) Future Committee Dates

Meetings will take place on Zoom on Monday 15 May, Monday 11 September and a date in December to be confirmed.

There being no further business the meeting closed at 10.08pm

Circulation: Roger Downing, Mary Hooper, Sarah Pullan, Georgina Coombs, Sarah Garrett, Chrissie Robinson, Mike Coles, Geoff Pearce, Paul Robbins, Viv Ebbs