



President Chris Elliott

**Minutes of the Operations Committee Meeting held on Monday 03.10.2022 via Zoom commencing at 16.00 hours**

**Present:**

C Robinson	CR	Chair
P Robbins	PR	Vice Chair
G Pearce	GP	Finance Officer
J Hilleard	JH	Staff member
C Vickery	CV	Staff member
S Millett	SM	Staff member

**2022/OC**

**109 Welcome, introductions and apologies**

109.1 CR welcomed everyone to the meeting.

**110 Declarations of interest**

110.1 Declarations of interest received – none

**111 Minutes of previous meeting held on 05.09.2022**

111.1 Agreed and accepted as a true record proposed by PR and seconded by SM. Agreed unanimously.

**112 Matters arising not on the agenda**

112.1 96.1.2 Still not confirmed by SE but AST Burnham is the only one using a Parkwood facility currently.

112.2 96 Volunteer Awards celebration was cancelled due to period of National Mourning. The Regional President has started to present the awards and all finalists have been informed.

112.3 103.4 Lanyards and pouches are now in the office.

112.4 108.7 Information now received and SM processing.

## 113 Discipline minutes

### 113.1 Para 5.09.2022

113.1.1 Development gala seemed to go well and be well received. Only ten swimmers from the South East and only one official who arrived half way through the gala because of traffic problems.

113.1.2 There will be a wash up meeting by Swim England at the end of October / early November on the way forward.

113.1.3 Three did not get through classification.

113.1.4 Venue worked well but there could be a problem if a wheelchair athlete was participating because of the boom access from both ends.

113.2 Waterpolo 26.09.2022 – no minutes to date

## 114 Club Development

### 114.1 SwimMark / Club Affiliation

114.1.1 Received a complaint today because of the email that is sent out to club officers from SE advising that there is a month to complete the process.

This process was agreed by all of the Regional officers who deal with this nationally.

Club officers are included at this stage in case communications are not being received by the club.

114.1.2 There have been some changes required to the process that have necessitated JH going back to clubs for more information after documentation has been approved. I.e As well as constitutional approval certification, AGM minutes are also required to show the meeting was quorate according to constitution and that the accounts have been examined.

More amendments are expected.

114.1.3 Some clubs have had problems with qualifications not being loaded by SE as well as SE safeguarding course details. JH has complained at the national staff meeting and this is now being actioned.

114.1.4 There are a few clubs that are proving a problem – two of which had a one day suspension last year for non compliance.

114.1.5 There are also eight clubs who have not loaded any evidence yet. All evidence needs to be uploaded **and approved** by 24<sup>th</sup> October.

### 114.2 Safeguarding

114.2.1 Currently sufficient courses booked

### 114.3 Inclusion

114.3.1 New acronym LGBTQIA+

### 114.4 Youth Panel

114.4.1 We have lost one member as they have gone off to university. Nationally there is a recruitment campaign for new members.

#### 114.5 Club and County Websites

114.5.1 All of these websites are currently being checked for logos – out of date, no longer valid, etc.

114.5.2 At the same time they are being checked for Welfare Officers names and contact details. Two Counties in the South West currently have no Welfare Officers.

### 115 Finance

115.1 GP advised that the Treasurers meeting date will unfortunately have to be changed as he has to go away with the day job. He will coordinate with JH to put in a replacement date.

115.2 Budgets – nothing received to date from OW or WP

115.3 Membership fees to be discussed at the Board meeting

### 116 Forums and meetings in October / November

- 5<sup>th</sup> Board CR
- 6<sup>th</sup> Officials PR
- 12<sup>th</sup> Treasurers forum JH
- 15<sup>th</sup> YV Induction JH
- 16<sup>th</sup> TM1 JH
- 17<sup>th</sup> Welfare officers JH
- 19<sup>th</sup> Club Secs Forum JH/CR
- 25<sup>th</sup> CDC JH
- 26<sup>th</sup> Officials PR
- 2<sup>nd</sup> Nov TM1 JH/SM
- 6<sup>th</sup> Nov YV Workshop JH
- 7<sup>th</sup> Nov TM1 JH

### 117 Staff leave

117.1 CV 5<sup>th</sup> – 7<sup>th</sup> Nov

117.2 SM 10<sup>th</sup> – 13<sup>th</sup> Nov

### 118 Miscellaneous

#### 118.1 Club / County Issues

118.1.1 Lack of County Welfare Officers. This leads to more pressure on the Regional Welfare Officer.

Discussion followed

118.1.2 Information Meeting for Counties and Board members

118.1.2.1 So far Gloucester and Cornwall have not responded.

118.1.3 For information from Somerset

118.1.3.1 Mark Wells no longer represents Somerset and Nicky Taylor no longer represents ANT SC or Somerset.

## **118.2 New Club Affiliations**

118.2.1 Gordano Stingrays – With the information supplied by the applicant plus the response from clubs in the local area it was felt there was no room or necessity for an additional competitive club. The application is rejected.

There is currently a very good, well-established system in place to develop and progress the athletes through the system. If another club was introduced it would grow and require additional water time which is already at a premium for the current clubs and could lead to the demise of well-established clubs who are still trying to regain their pre covid membership numbers.

## **118.3 Regional Strategy Proposal**

118.3.1 It is proposed to hold a meeting on Saturday 7<sup>th</sup> January 2023 at the Holiday Inn, Taunton (if facilities are available) to hold a meeting of County Officers, Board Members and SE representatives to discuss the County Review and the way forward.

118.3.2 On Sunday 8<sup>th</sup> January 2023 we would hold a meeting to discuss the Regional Strategy plans going forward. This would be for Board members, 2-3 County Representatives, 1-2 discipline representatives as well as SE representatives.

SE strategy is going to the SE Board on 14<sup>th</sup> December for signing off and will be launched soon after. If the launch has not happened before our meeting we will be given key targets for the Region to assist in achieving.

## **118.4 Date of December Meeting**

118.4.1 It was agreed unanimously that the December meeting will be held on 12<sup>th</sup> December because we will have two staff members on leave on 5<sup>th</sup> when it should be held.

## **118.5 Volunteer Awards**

118.5.1 A review needs to take place on the make up of the panel and also the criteria for the panel. In the future nominees must not be moved from the criteria they are nominated for which has always been acceptable in the past.

**Meeting closed at 18.00**

**Next meeting 7<sup>th</sup> November at 10.30 at Wellington Office**