



President Mrs J Beard

Minutes of the Operations Committee Meeting held on Monday 04.03.2024 at 16.00 hours via Zoom

Present:

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

Apologies:

Apologies from Jackie Hilleard

2024/OC

27 Welcome and introductions

27.1 CR welcomed everyone to the meeting.

28 Declarations of interest

28.1 None

29 Minutes of previous meeting held on 05.02.2024

29.1 Acceptance of the minutes of previous meeting was proposed by PR and seconded by SM and agreed unanimously as a true record.

30 Matters arising not on the agenda

16.4 Club has now been reinstated.

25.3 Masters list updated according to Swim England list.

31 Discipline minutes

31.1 Para – no meeting

31.2 Swimming - no meeting

31.3 Water Polo – 19.02.2024 – minutes not yet received

31.4 Open Water - no meeting

31.5 Artistic Swimming - no meeting

- 31.6 Coaches – 15.02.2024 – minutes circulated.
- 31.7 Officials - no meeting
- 31.8 Masters – 21.02.2024 – minutes circulated

32 Club Development

Report from JH

32.1 Club Affiliation and SwimMark

6 clubs due to re accredit to SwimMark and 20 through SM Annual Health Check – for April submission. So far 3 clubs uploading for Swimmark and 7 for the AHC.

We have 3 new clubs to complete Club affiliations – all have access to the portal, nothing uploaded yet.

32.2 Youth Panel update

No update

32.3 Time To Listen workshops

Midlands – East & West have both been invoiced for courses held between Sept and Dec 2023.

New system now in place.

32.4 Team Manager Training

Lots of no shows on the TM workshops .It is not the lack of courses being the issue but clubs not being organised. Continue with the Expression of Interest for TM1 on the website.

33 Finance report

33.1 The accounts are pretty much up to date. Payments made at the end of each week.

Annual accounts – not had anything back from the accountants yet.

GP attended the SE Finance Forum last week facilitated by Andy Jack - Presentationn1 about Crowdfunding and the other about GoCardless. GP to circulate presentations from AJ

There was then an Open forum with questions clubs had provided. Questions mainly around debt recovery and bank issues. There will be another meeting in June.

There was well over 100 on the meeting but only a few from our region.

33.2 Copyright issues – this company are pursuing their claim in court unless we respond to them. GP will write to them asking for more clarification but will settle before it is pursued

33.3 Edge have sent a statement saying we are £147.00 in credit – we need to ask for a refund.

33.4 February statement CR will code and send across to GP before Wednesday.

34 Updates from SE & BS

34.1 Jane Nickerson retired last week and Andy Salmon is now the CEO and has been in post 3 weeks.

34.2 Presentation on the Outcome of the Listening Project – press release on 05.03.2024 – we are not going to be sharing on our website as Swim England wish to

respond to comments. As a Region we are continuing to support SE to address issues raised in the report.

SE request that we are not defensive. Any press enquiries responses to be “No comment” and refer to SE.

34.3 Regional Chairs meeting tonight – last one for CR as Chair of Chairs. Topics for discussion are SwimMark review, People Plan, Regional agreement, Regional and Counties Governance plan.

35 Safeguarding & Wavepower

35.1 Board member required to lead on Safeguarding and to date no offers on this.

35.2 Incident at last Regional WP Academy session, insufficient supervisors in attendance due to unexpected number attending. There was also a Welfare issue on the day – all board members have been notified.

Going forward the office need to be notified on the Thursday prior to the event with the number of athletes and names of Coaches and Team Managers. The office will then need to check SG and DBS are all in date.

36 Diversity & Inclusion

36.1 PR informed us a register has been prepared to reflect those who have attended Foundations of Inclusivity.

36.2 Rooms at Hengrove and Plymouth to be booked for quiet space – might not be possible at Millfield. Rooms now sorted at Plymouth and Millfield, no response yet from Hengrove CV to chase.

36.3 No response received from those who still have not completed the Foundations of Inclusivity workshop despite being chased.

37 Forums and meetings in March 2024

06.03 Swimming Committee CR

11.03 County Secretaries CR/JH

15.03 Regional Chairs CR/JH

18.03 TM1 JH

20.03 Para CR

24.03 AGM

26/27TH J2 training PR

27.03 TM JH

38 Staff Leave

Week of 04.03 JH

26.03 – 28.03 CV

39 Miscellaneous

39.1 Club and County Issues

A couple of clubs are having Welfare issues which are being dealt with through Marion Britton.

39.2 Paperwork for AGM to go out by Fri/Mon at the latest.

39.2 New Club Affiliations

Gordano Stingrays request to affiliate – process to be followed to include contacting Bristol clubs.

39.3 SM requested clarification on the Taping & Certificate of Exemption. Taping is not allowed unless Drs note produced.

Taping for medical devices is allowed with prior approval from the referee.

39.4 CR New member of staff joining us on 25.03.2024 to cover SM maternity leave. He will only be in position until October when he is due to begin his next course.

40 **Date of next meeting – 08.04.2024 at 1600** GP will not be available

Meeting closed at 17.45