

Minutes of the Operations Committee Meeting held on Monday 31.07.2023 at 14.30 hours via Zoom

Present:

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|------------|----|-----------------|
| 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 |

2023/OC

85 Welcome and introductions

85.1 CR welcomed everyone to the meeting.

86 Declarations of interest

86.1 None

87 Minutes of previous meeting held on 03.07.2023

87.1 Minutes of previous meeting were agreed as a true record. JH proposed and PR seconded. Agreed unanimously

88 Matters arising not on the agenda

88.1 78.2 JH stated there are still a lot of DNAs at all of the workshops and now the region will be contacting clubs to inform them of their members who DNA

88.2 83.1.2 Chelsea & Westminster meet has now been licensed.

88.3 83.3 Jill Beard has contacted all Presidents and the National President will be attending the Winter Champs.

89 Discipline minutes

89.1 Para – no meeting

89.2 Swimming – no meeting

89.3 Water Polo 26.06.2023 circulated

89.4 Open Water – no meeting

89.5 Artistic Swimming 05.06.2023 circulated

89.6 Coaches 07.07.2023 – circulated – comment made re clubs outside of

Gloucester using Hengrove pool was not well received by the Board as we are trying to promote cross county boundary working as a Region.

89.7 Officials – no meeting

89.8 Masters 05.07.2023 – circulated.

90 Club Development

90.1 Club Affiliation/Swimmark

90.1 Usual last minute rush – Plymouth Leander will lose Swimmark accreditation but have met Club Affiliation.
Wells still have a certificate of attendance on a Safeguarding workshop outstanding.
Kingsbridge Kingfishers have met Club Affiliation standard.

All clubs need to be aware that Swim England, as well as the Region, will be checking clubs OMS throughout the year and not just when affiliation is due to be renewed.

90.2 Safeguarding & Wavepower

90.2.1 New Wavepower should be ready Dec 2023

90.2.2 New Volunteers will be given a month to complete safeguarding training as well as 16-18 year old Volunteers where required

90.2.3 Non-compliance means they must not be in poolside until completed.

90.2.4 New Safeguarding procedures were circulated last week for the new SE workshops starting in September. All staff are happy with the new process.

90.2.5 SE are also monitoring safeguarding compliance and contacting people if required.

90.3 Club Development Committee – JH will soon be circulating draft plan to the committee members ready for discussion and presentation to the Finance Committee.

90.4 Swim England are promoting a Zero Tolerance policy of phones in Changing rooms – this is being promoted to Club Welfare Officers.

90.5 Inclusion & Diversity The Transgender Policy due for full implementation on 1st September is still causing problems.

90.6 Young Volunteer of the Year award –

90.6.1 It is proposed that there is one award and JH shared the criteria

90.6.2 Nominations of no more than 250 words required

90.6.3 The nominations will be received via Survey Monkey.

90.6.4 Launch will be 01.09.2023

90.6.5 Presentation to the winner on 07.01.2024 at the Holiday Inn.

90.6.6 Look at Love to Shop vouchers to check if still valid.

90.6.7 Proposal unanimous agreed.

90.7 County Governance –All Counties apart from Somerset have had their meetings with SE and are aware of what is required. Varying degrees of completion across the counties.

91 Finance

91.1 GP will send across to CR a copy of what was discussed at the Board meeting at the Holiday Inn yesterday.

No bills are outstanding.

91.2 Details held on the regional website regarding funding and bursaries needs amending – GP to do and sent across for amending on the website.

91.3 half yearly accounts have now been submitted to BEST accountancy . GP will speak with them to obtain printouts to compare to the previous year as the current bank balances appear to be slightly reduced. This will also help with looking at discipline budget requests for 2024 which will be needed shortly.

91.4 Bursary applications are showing a lot more activity this year.

91.5 Discussion held around safeguarding courses and continued subsidy going forward into 2024. This will also be for 2024 budget plan

92 Updates from SE & BS

92.1 Additional workshops for all staff to attend:

Safeguarding plus Mental Health CPD

Club Welfare Officers workshop

Time to Listen workshop

Introduction to Disability awareness

SE Safeguarding and Foundation of inclusivity have already been completed

92.2 Board members have also been asked to attend some of these workshops

93 Forums and meetings in August 2023

02.08.2023 Sid Vale – JH

30.08.2023 J2 Training - PR

94 Staff Leave

09.08 JH

95 Miscellaneous

95.1 Club/County issues

95.1.1 *Redacted.*

95.1.2 *Redacted*

95.2 New Club Affiliations

95.2.1 South Dorset SC

Discussion around the affiliation of this club

Following feedback from clubs in the immediate area and comments from the County it was felt that another club was not needed in this area as none of the local clubs are

running at capacity and an additional club within a limited area would further put a strain on the financial viability of existing well run established club.

Vote 3 against 2 abstentions

Feed back to the applicant about talking to the local clubs and working with them rather than in competition to them for a limited member base.

95.2.2 Gordano Stingrays – communication has again been taking place. It has been suggested that they talk to the clubs in their locale re working together

96 AOB

96.1 Regional Awards Judging panel have met. All award winners and placings have been sent to SE for checking by the safeguarding and membership teams. Once verification has been received from SE a Newsletter will be circulated to all clubs solely to announce the winners. Brian Armstrong , the Regional President will then make individual presentations

Next meeting 4th September 2023 via Zoom

Meeting closed at 1600 hours.

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