



President Dr Brian Armstrong

Minutes of the Operations Committee Meeting held on Monday 02.10.2023 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

2023/OC

108 Welcome, apologies and introductions

108.1 CR welcomed everyone to the meeting and noted apologies from J Hilleard

109 Declarations of interest

109.1 None

110 Minutes of previous meeting held on 04.09.2023

110.1 Minutes of previous meeting were agreed as a true record. Proposed by PR, seconded by CV. Agreed unanimously

111 Matters arising not on the agenda

111.1 No matters arising

112 Discipline minutes

112.1 Para – no meeting

112.2 Swimming – no meeting

112.3 Water Polo 25.09.2023 received and added to website

112.4 Open Water – no meeting

112.5 Artistic Swimming - no meeting

112.6 Coaches – no meeting

112.7 Officials – no meeting

112.8 Masters – no meeting

113 Club Development

Report received from JH as she is on leave:

113.1 SwimMark

All Clubs due to submit for full SwimMark this quarter have uploaded or started to upload.

Two clubs due to submit for the annual health check have started to upload.

Seven clubs due to submit for Club Affiliation - two have uploaded evidence and both have been approved - Bournemouth SC and Exe Masters SC.

Please see the list below of those who have not yet started to upload.

Weston Super Mare - I am informed that the club is submitting for SwimMark

Mount Kelly have told me who will be uploading evidence but nothing so far

Bournemouth Collegiate school no contact

Brixham - they are aware of their submission date as I have had a 1:1 meeting with the club.

Marlborough College have advising they will be leaving SE affiliation

113.2 Young Volunteers

A good number of applications from Young Volunteers for the 2023/24 programme with a few more due to come in.

113.3 Safeguarding

Safeguarding courses - On informing various people in clubs that if their volunteers cannot access the subsidised Regional courses they must attend an approved course which at this point in time is a SE course or possibly a UkCoaching they then come back asking how to access a refund for attending a SE course !!!

CR stressed that we as a Region must follow the processes laid down by SE and the tutor for administration of the SE Safeguarding workshops. CV complained that these are incurring a lot of additional work for her.

113.4 - Safeguarding Plans

Having listed to Suzanne from London and Simon from East Midlands I have a couple of tweaks to add to the safeguarding plans for the Board to see .we are all pretty much on the same wavelength so no major amendments.

114 Finance report

114.1 Policies on the website – the updates should be coming through to SM 03.10.23

114.2 Budgets for 2024 being reviewed

114.3 GP has had a discussion with WP ref budgeting and the plan to break even. WP will be sending in their budget by the end of this week.

114.4 Regional Fees for 2024 to be sorted and a Finance meeting held to finalise these.

114.5 More Bursary requests coming through – not sure counties have match funded. Also need to ensure clubs making the requests are Swimmark accredited.

115 Updates from SE & BS

115.1 No update from BS

115.2 Code of Governance hopefully will be agreed this evening at the Chairs meeting.

115.3 New Licencing forms all updated on the website

116 Forums and meetings in October 2023

- 2nd Ops
- 2nd AS CR
- 9th officials PR
- 11th Board CR
- 12TH Coaches SM
- 18th Swimming CR
- 25th J2 training PR
- 25th CDG JH/CR

117 Staff Leave

SM 23.10 – 26.10

JH 23.09 – 17.10

118 Miscellaneous

118.1 Club and County Issues

Pool closures GL1 and the Link in Swindon for the foreseeable future. Also

Trowbridge is currently closed

SM has coaches courses booked for GL1 will discuss with the IOS.118.2 Somerset County development programme not following the National plans – SM will discuss with Mike Parker and then go back to Somerset.

118.3 New Club Affiliation – new forms now available. Amendments to be made to the Flow Chart SM to do and then this can be sent to Kings to get things moving again.

118.4 Strategy for the Region currently with Swim England should be back by Wednesday and this will then go back to the Board.

118.5 Safeguarding Plan Update move to the next meeting for JH.

118.6 Club resignation from Marlborough College.

118.7 PR attended the launch of the Value of Swimming in Parliament on 18th September.

DATE OF NEXT MEETING 06.11.2023 Face to Face in the office

Meeting closed 17.00