



President Dr Brian Armstrong

Minutes of the Operations Committee Meeting held on Monday 05.06.2023 at 16.00 hours via Zoom

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

2023/OC

61 Welcome and introductions

61.1 CR welcomed everyone to the meeting.

62 Declarations of interest - none

63 Minutes of previous meeting held on 03.04.2023

63.1 Minutes of previous meeting were unanimously agreed as a true record. PR nominated and GP seconded

64 Matters arising not on the agenda

52.2 Updates outstanding to go the office – GP to do and send through.

65 Discipline minutes

- 65.1 **Para** – No meeting
- 65.2 **Swimming** – No Meeting
- 65.3 **Waterpolo** – No meeting
- 65.4 **Open Water** –No meeting
- 65.5 **Artistic Swimming** – No meeting
- 65.6 **Coaches** – No meeting
- 65.7 **Officials** – No meeting

66 Club Development

66.1 Club Affiliation/SwimMark 18 clubs due to submit evidence – 9 have not yet started. JH to chase and SM to chase those without Constitutions submitted.

66.2 Inclusivity Workshop – All staff requested to do this workshop, free this week. CR will be advising the board they should look at doing it too. It is

open to anyone over 14 years of age and Club Chairs and Welfare Officers will be required to complete this from 2024.

66.3 Youth Panel Update – no update at present. 16 – 18 safeguarding workshop Sunday 18.06.2023

67 Finance

67.1 Jan –May all up to date with Best Accountants. Summer Champs all through (Event timing bill sent over to GP today)

67.2 Distance Programme Additional swimmers invited to the Open water session at £20.00 per person – SM to send GP the list of names. This event went really well and lots of photos have been sent through. Cassie Patten attended and emailed SM to say how well the day went. Neil Edwards didn't make it as flight delayed from Mallorca but John Ferguson went ahead and led having had a comprehensive handover from Neil.

68 Updates from SE & BS

68.1 Strategy Day Meeting – held in Birmingham – similar to the day we had in January– we need to be clear on who is responsible for each aspect i.e. county, Region, SE.

SE would like each Regional Strategy to be uniform in the layout and they are giving guidance on expectations but each will be unique. The Region needs demographic information. The SE Strategy is very much the commercial side of the organisation, SE need to ensure membership are included. The Region needs the templates and then may need guidance on Key words.

68.2 Safeguarding going to be discussed at Regional Chairs meeting. The way forward for each Region is individually and one size does not fit all. Jane Nickerson to be kept informed. Kevin Suckling will be attending the Regional meeting on 30.07 .it will be a face to face Directors meeting followed by a safeguarding meeting with Regional and County Welfare officers invited

69 Forums and meetings in June 2023

5TH Regional Chairs – CR

5TH Swimmark workshop – JH

5TH Artistic Swimming – CV

7TH Chairs Forum – JH/CR

14TH Swimming – CR

15TH Rules Update – PR

19TH TM1 – JH

19TH Para – CR

26TH Water Polo – CR

28TH TM1 – JH & RS
28TH J2 Training – CR
3RD July – Ops Meeting
3RD July TM2 JH/MC

70 **Staff Leave**

SM – 19TH – 30TH plus 10th July
JH – 12-16TH
CV – 7TH & 10TH July

71 **Miscellaneous**

71.1 County meetings any more dates shared? – no CR will represent the Region at the Gloucester County meeting on 16th June.

71.2 New Club Affiliation process. Clarification: CV to take initial responsibility and circulate to relevant parties. SM to check submitted constitution

71.3 SE Volunteer Awards have gone live this week. Regional judging panel agreed and will meet on 21.07.2023

CR explained no Young Volunteer award but the Board will be asked to consider if we can have a campaign in September for Young Volunteer, Young Coach and Young Official. This will be a Regional award only and not going to Nationals – Ops all agreed.

71.4 SE Safeguarding workshops: JH is having a meeting with Joy Retter re process and this will then be disseminated.

71.5 Development Programmes 2024 – CV & SM have sorted dates and pool bookings.

Applications for Skills Coaches have gone out with dates to make planning easier.

SE are currently planning to deliver all online sessions.

71.5.1 David Cousins has agreed to continue as Lead for the Talent Development camps next year.

71.5.2 Neil Edwards has been asked to continue as lead for the Distance Camp.

71.5.3 Para Dates are also booked for development sessions and competition.

71.6 Trust Registration Service (TRS). An update has been issued which has been circulated to all Counties and Clubs on the requirements going forward

72 **Date of Next Meeting – 03.07.2023**

Meeting closed 17.35