



President Chris Elliott

Minutes of the Operations Committee Meeting held on Monday 06.03.2023 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

2023/OC

25 Welcome, introductions and apologies

25.1 CR welcomed everyone to the meeting. There were no apologies.

26 Declarations of interest - none

27 Minutes of previous meeting held on 06.02.2023

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

28 Matters arising not on the agenda

16.1 – No update despite JH chasing. Coaches have also requested an update and Technical Director of a meet has said the issue needs to be clarified. All agreed the issue needs to be clarified.

18.1 All clubs which were suspended have now been reinstated. JH has been sent SM/CA dates for the next quarters' and there are just a small number of clubs who have not provided any information. Around 10 clubs have not been paid their Swim Mark money as there has been an issue with Lloyds Bank processing.

19.1.2 UK Coaching all sorted now.

19.1.3 Mobile phone contracts have been renewed with reduced data allowance due to it not being needed/used by CV & SM

29 Discipline minutes

Para – none

Swimming – 01.03.2023

Waterpolo – none

Open Water – none SW joining SE again this year in Lake 86
Artistic Swimming x 2 plus proposed new TOR
Need to look at Quorum numbers for the meetings, refer to Wavepower, no
Minutes for the 12.09.2022
Minutes for the 09.01 dictating the ratio of clubs – swimmers not possible any more.
Requests for Risk Assessments not needed by Mary

Masters Minutes Wilts report late being received and therefore slight amendment
required. Sue Haigh role remains vacant. Discussion re entries being made
automatically.

30 Club Development

30.1 Swimmark and Club Affiliation – this quarter clubs submitting now. Out to Swim
new Club Affiliation all done their notes etc were completed in an excellent manner -
need to be used to set as an example.

30.1.2 There are still issues with Personnel reports.

30.1.3 JH has already sent out reminders for the July panel participants to prepare
them.

30.2 Safeguarding – Joy Retter has had to go through a process with UK Coaching
to assess her and to date has not heard the outcome from them.

30.3 The Welfare officer for the region is very busy at the moment with a lot of SG
and Welfare issues.

30.4 Inclusion – nothing to report except SE raising the profile of Inclusion and
Diversity and there will be an added element for SM & CA ready for Jan 2024

30.5 Youth Panel update – nothing to update apart from the Young Volunteers
workshop on the 25.03.2023

31 Finance

31.1 Paypal continues to give problems with validations. SM to investigate Stripe.

31.2 Checking payments is onerous.

31.3 Nothing back from BEST accountants – CR recommended contacting Kate.

31.4 Updates to Expenses policy no details yet altered on the Claim form. Rates
differ between disciplines.

32 Updates from SE & BS

CR gave the following report:

32.1 CLG – Model Constitution for Charity clubs circulated and approved from
20.02.2023

32.2 Masters Clubs adult SG policy – refer to Wavepower for further information.
Wavepower will be fully reviewed and become digital for January 2024 -
unfortunately no update references will be printed.

32.3 Regulation Updates continue

32.4 Complaints procedure to be sent to all club Chairs.

32.5 Governance workshops on SE websites for all.

32.6 Club Health Tracker closing 22.03.2023 – please promote up until this date.
It will reopen again in September.

32.7 There is also information available on the swimming website re ethnic
diversities.

32.8 Swim England Strategy has been signed off to launch later in 2023

32.9 Heart of Aquatics being released shortly – linking clubs/counties/regions and Head Office re strategy.

32.10 Various meetings held by Leadership groups where concerns have been expressed regarding communication issues.

32.11 Officials – it has been agreed to remove the requirement to room share.

33 Forums and meetings in March 2023

7th Fina Rules CR

8th Fina Rules PR

9th Fina Rules CR

10TH Fina Rules CR

13th Fina Rules PR

14th Fina Rules CR

15th Fina Rules CR

20th Fina Rules PR

22nd Fina Rules CR

25th Young Volunteers JH to be Confirmed

26th Regional AGM ALL

27th Chairs meeting CR / TM1 JH/MC

30th J2 Training PR

34 Staff Leave

13 – 15 March – JH

20 – 24 March – SM

27 – 31 March - CV

35 Miscellaneous

County/Club welfare and SG issues discussed.

New Club affiliations – none

Photography request at regional events – discussed and declined vote unanimous.

Various items of stock for regional events discussed re purchasing.

Regional Development Day booked for 6th and 7th January 2024

36 Date of Next Meeting

03.04.2023 Via Zoom

Meeting closed 17.55

