

President Roger Downing

Minutes of the Regional Directors Meeting held on Wednesday 7th July 2021 via Zoom,
Commencing at 1830.

Present:

C Robinson	CR	Chair
G Griffin	GG	Finance Officer
P Robbins	PR	Vice Chair
D Corbett	DC	Cornwall
R Downing	RD	Devon
A Smart	AS	Dorset
N Tod	NT	Gloucester
M Coles	MC	Somerset
D Lee	DL	Wiltshire

2021

23. Welcome, Introduction and Apologies

The Chair welcomed everyone to the meeting explained that she would be taking the minutes tonight as Chris Vickery is not well. She also promised that the meeting would end before 20.00 and reconvene next week on 14th if necessary to allow everyone to cheer on England in the Euro 2020 football semi final!

24. Declaration of interest

None

25. Minutes of 26th May 2021.

Agreed as true reflection of the meeting.

Acceptance proposed by G Griffin, seconded by P Robbins – agreed unanimously

26. Matters arising from the above minutes

None

27. Discipline Committee minutes:

27.1 Operations Committee

27.1.1 07/06/2021: Accepted Minutes

27.1.2 05/07/2021 not yet completed. Any relevant points will be raised as we go through the agenda.

27.2 Swimming Committee 28/06/2021

27.2.1 In the Masters report a policy was requested regarding inclusivity and what was required by law if requested. The Operation Committee has asked Stacey Millett is looking into this and report back to the Directors. It is a very ambiguous topic.

27.2.2 The Directors would like a designated Inclusion and Diversity Officer who would be the first point of contact for all disciplines. CR to progress this

27.2.3 The committee was advised that if the vacant positions on the committee are not filled then Regional swimming competitions in 2022 will not be able to take place. Committee members are going to clubs who hold Level 1 open Meets in the vicinity of the three pools we use, Plymouth, Millfield and Hengrove, to ask if they would be willing to facilitate events on behalf of the Region.

27.2.4 The proposed competition dates for 2022 have been agreed but we are awaiting guidance from Swim England on the pathway September – December 2021.

27.3 Waterpolo 05/07/2021

27.3.1 No Minutes to date but MC confirmed the Nicholas Tod has agreed to become the Chair of the committee with immediate effect.

27.4 Open Water

27.4.1 It is noted that the last two meetings of the committee have not produced any minutes.

27.5 Para Swimming 01/07/2021

27.5.1 Clarification of the Start Para Swimming project has now been obtained and the Region is working closely with The Swim England Talent team on this

A set of procedures and process has been written and circulated as well as a SLA to be agreed and signed by the Club and the Region. The documents acceptance was proposed by CR and seconded by MC. Agreed unanimously.

27.5.2 The financial support for the project that was in the Para Swimming Development and budget of £1000 from the Region with half paid at the start of the project and the balance paid at the end of the first year if all KPIs are met for a maximum of two centres per annum was also agreed. Proposed by RD and seconded by PR. Agreed unanimously.

27.5.3 The new dates and competition pathway were noted.

27.5.4 The Development Days which are planned for three times a year (one per term) were noted and agreed that once the proposed pay structure was issued by the Talent team at SE the Finance committee to agree the fees to be advertised and paid.

27.6 Artistic Swimming: No meetings

27.6.1 No meetings have taken place.

27.6.2 Many AS clubs are struggling for pool time – especially in multi discipline clubs.

27.6.3 Grade / Skills days are taking place. This is being achieved through technology and is very time consuming. 38 swimmers+ 10 points that need to be individually filmed per swimmer and the designated referee has to watch EVERY individual video. Plus the video technique is not always good which can result in zero points being awarded.

27.7 PR raised the speed of publication and lack of meeting minutes / notes and whilst he sympathised with committees, and understood the necessity sometimes for phone conversations/ meetings, however, they should still be holding regular meetings to keep volunteers involved and up to date with news and even up to date with each other. This is now more important following incorporation and the need for transparency and engagement with the membership.

28. Finance;

28.1 Affiliation fee income is down £19000 on last year. This is equal to 24%

28.2 NT raised some clarification questions on the income and expenditure sheet and requested that figures are compared to the full previous year not on the same time last year.

28.3 Hoodies and Hats for the Festival: Agreed to support this and advertise the sale of them.

28.4 It was proposed that the clubs who are facilitating the Festival of Swimming should be made aware that even if the event make a loss of break-even that they will receive a minimum payment for all of their help and assistance with this event. Proposed by PR seconded by DL. This was not accepted. A very long discussion followed. An amendment to the proposal was made by MC which was to wait until the financial outcome is known and then email around the Directors to see if a payment should be made. This was agreed by a majority.

The meeting was closed at this juncture 19.55 and will reconvene at 19.00 on 14th July to finish the business on the Agenda.

**Minutes of the Regional Directors Meeting reconvened on Wednesday 14th July 2021 via
Zoom,
Commencing at 1900.**

Present:

C Robinson	CR	Chair
G Griffin	GG	Finance Officer
P Robbins	PR	Vice Chair
D Corbett	DC	Cornwall
R Downing	RD	Devon
N Tod	NT	Gloucester
M Coles	MC	Somerset
D Lee	DL	Wiltshire

2021

29. Welcome, Introduction and Apologies

Apologies from Andy Smart – Dorset.

The Chair welcomed everyone back to the reconvened meeting.

30. Affiliation of new Clubs

- 30.1 Exeter University Water Polo Club affiliation has been agreed by the Operations committee and forwarded to Swim England.
- 30.2 Carbis Bay Swimming Club application to affiliate has been rejected because it looks as if the proposed Welfare Officer is related to the Club Chair (who is also a head Coach) plus the sustainability of two clubs within a limited geographical area and sharing a pool. The appeals process has been included. The club has until 30th July to appeal.

31. Regional Volunteer Awards

- 31.1 This is still open and nominations for all categories encouraged. NT asked if this could be retweeted and was assured that this is programmed in. 12th September is the Awards day which will be held online.

32. Staff furlough

- 32.1 This is being monitored, especially in light of staff illness, and can be amended at 48 hours notice.

33. AOB

- 33.1 The need for succession planning was raised by RD. NT suggested that County Directors should start the process by discussing within their own Counties. This led to a wider discussion on Corporate Governance. MC proposed that a working party was formed to look at this. With the proposal that NT and RD to form the group with MC. This was agreed unanimously. A report to be prepared for the October Directors Meeting.
- 33.2 DC requested that safeguarding was added to the agenda for future meetings. It was pointed out by the Chair that it was only policies and procedures that can be discussed at a meeting not individual cases. A discussion followed. Safeguarding will be added to the agenda for the next meeting.

The meeting closed at 20.00

The next meeting will be held 6th October 2021