



SWIMMING COMMITTEE

To receive minutes and reports from swimming sub-committees and accept and confirm recommendations to the Regional Board

Duties of the Swimming Secretary

Appointment by nomination annually at the ACM

1. To administer the Regional Swimming Committee, prepare agenda and circulate to all members of the committee together with any relevant papers.
2. To keep a record of all minutes and circulate.
3. To deal with correspondence and reports.
4. To advise the Regional Board on matters relating to swimming.
5. Advise on all matters relating to competition in the Region and Nationally
6. To attend Sub-committee meetings as necessary.
7. To produce an annual Swimming Development Plan and Budget in conjunction with the Finance Controller and other members of the Swimming Committee.
8. To provide reports for, and attend, the ACM.
9. Attend Swim England Regional Swimming Managers meetings.
10. To liaise with the Regional Staff and Regional Officers where major recommendations are required

Composition of Committee

Swimming Secretary
Finance Controller
Administration and Events Co-ordinator
Meet Manager
Officials Secretary
Masters' Secretary
Licensing Officer
Coaches' representative
Board representative
1 representative from each County nominated at ACM

Plus
Regional President
Management Board Chairman
Finance Officer