



A paper was circulated earlier in the day. Following discussion it was agreed that this would be deferred to the June meeting.

**Action: BG**

#### **51 Judicial Appointments Panel**

The Chairman requested that the Board approve the action taken to put forward Susan Harrison as the Region's nominee on the Judicial Appointments Panel. This was approved by the Board. RGP declared an interest.

#### **52 Volunteer Awards**

A paper was circulated outlining the categories for the Swim England Sports Awards 2021. Nominations will open the first week of June and will close in August. Swim England plan to host a virtual awards ceremony at the beginning of October. It was suggested that if Regions held ceremonies that these be towards the beginning of September. It was agreed that the Region would support this, the project to be led by BD and CL.

**Action: BD & CL**

#### **53 Licence Fees**

A paper was circulated in advance of the meeting. The Regional Management Board was asked to agree that the Region waive Open Meet Licence Fees for the remainder of 2021. This would help reduce the cost of running open meets which, with social distancing in place, may be more difficult to make financially viable. It was noted that the licence levy fee does make up part of the licence criteria so a mechanism for waiving these fees in line with licensing regulations may need to be sought. Following discussion it was agreed to support the proposal to waive licence fees for the remainder of 2021.

#### **54 Regional Strategy Sub Group Update**

ST provided an update. The Board had been asked for feedback and ST thanked those that had contributed to this. This feedback is in the process of being incorporated. The group were also in the process of reviewing the strategy documents that had been supplied by the disciplines. The Regional Agreement will also be reviewed in conjunction with the strategy. A refined document will then be put together ready for the June meeting so that this can be signed off and next steps can be agreed.

Some issues were raised regarding constitutions and the responsibilities of the Region. It was requested that the documents outlining this be sent to ST so these can be reviewed to check if they appear in the Regional Agreement and if they need addressing in the Regional Strategy.

**Action: GA / ST / Strategy Sub Group**

#### **55 Swim England Annual Council Meeting 2021**

The Swim England Annual Council Meeting took place on 10 May and was just under an hour long. The Chairman thanked the Region's delegates for their attendance.

#### **56 Regional Agreement**

The Regional Agreement meeting had taken place with Claire Coleman, it was felt that this was a constructive conversation. The draft document had only recently been received so would be reviewed, then go to the Strategy Sub Group. It would be reported back to the Board at the June Meeting.

**Action: Strategy Sub Group**

#### **57 Inclusion**

At the April Regional Chairs meeting, George Wood had presented on Inclusion, in particular what roles the Regions can play within this. This item was discussed, but that Board was unsure how the Region could influence the membership of clubs. It was felt that one of the barriers to participation may be financial, due to the cost of the sport. Costs also vary a lot across the Region for swimming lessons, which may also have a big impact. It was understood that other sports such as football have programmes in place to help inclusion. However, there are large funds in place to help with the grassroots in these sports.

**58 Pride in the Water**

Promotion will take place throughout June and will be included in the next newsletter.

**Action: BD**

**59 Masters Update – Event Planning**

The Masters update supplied by Glen Isaacs was noted. BD to contact Glen Isaacs regarding the Masters Level X proposal.

**Action: BD**

**60 Affiliations and Resignations**

**New Affiliations –**

Winchester Water Polo Club (Hants)

**Enquiries –**

Ascot Royals SC (BSB) – Constitution Approved

Drenched Water Polo (Sussex)

Radnor House School, Sevenoaks (Kent)

St Georges School, Ascot (BSB)

**Change of Name –**

Portsmouth and District Artistic Swimming Club (previously Portsmouth & District Synchronised SC). This change of name was approved by the Board.

The Board agreed that for future requests if the name change was only from Synchronised to Artistic that the Regional Manager could action these changes without RMB approval.

**Action: BG**

**61 Swim England Regional Chairs Meeting**

The notes of the Regional Chairs meeting that took place on 16 April were noted.

**62 Swim England Sports Operations Committee Minutes**

The minutes of the Sports Operations Committee meeting that took place on 13 March were noted.

**63 Correspondence**

None received.

**64 AOB**

None received.

**65 Date of the Next Meeting**

Monday 28 June 7pm - Online Meeting.

The meeting was closed at 20.38

## Regional Management Board

A meeting of the Regional Management Board will be held on Thursday 13 May 2021 as an Online Meeting commencing at 1900

### Agenda

- |    |   |                      |
|----|---|----------------------|
| 1. | <b>Apologies</b><br><i>To receive any apologies from members unable to attend the meeting</i>                                   | RFP 1900             |
| 2. | <b>Minutes of the Meeting held on 14 April 2021</b><br><i>To agree accuracy of minutes from the previous meeting</i>            | RFP 1905<br>Enclosed |
| 3. | <b>Matters Arising</b><br><i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i> | RFP 1910<br>Enclosed |

### Items for Decision

- |    |   |                       |
|----|---|-----------------------|
| 4. | <b>Affiliation Fees</b>                   | RFP 1915<br>To follow |
| 5. | <b>Judicial Appointments</b>              | RFP 1920              |
| 6. | <b>Volunteer Awards</b>                   | RFP 1925<br>To follow |
| 7. | <b>Regional Strategy Sub Group Update</b> | ST 1930               |

### Items for Discussion / Information

- |     |   |                       |
|-----|---|-----------------------|
| 8.  | <b>Swim England Annual Council Meeting 2021</b>   | RFP 1940              |
| 9.  | <b>Regional Agreement</b>   | RFP 1945<br>To follow |
| 10. | <b>Inclusion</b>  | RFP 1955<br>Enclosed  |
| 11. | <b>Pride in the Water</b>   | RFP 2000<br>Enclosed  |
| 12. | <b>Masters Update – Event Planning</b>  | RFP 2005<br>Enclosed  |
| 13. | <b>Affiliations &amp; Resignations</b>  | 2010                  |
|     | <b>13.1 New Affiliations</b>  |                       |
|     | None  |                       |
|     | <b>13.2 Resignations</b>  |                       |
|     | None  |                       |
|     | <b>13.3 Enquiries</b>   |                       |
|     | Ascot Royals SC (BSB)   |                       |
|     | Drenched Water Polo (Sussex)  |                       |
|     | Radnor House School, Sevenoaks (Kent)   |                       |
|     | St Georges School, Ascot (BSB)  |                       |
|     | <b>13.4 Transfers</b>   |                       |
|     | None  |                       |
|     | <b>13.5 Change of Name</b>  |                       |
|     | Portsmouth and District Artistic Swimming Club  |                       |
| 14. | <b>Swim England Regional Chairs Meeting</b><br><i>To review the notes of the Regional Chairs meeting held on 16 April 2021.</i> | RFP 2015<br>Enclosed  |
| 15. | <b>Swim England Sports Operations Committee Minutes</b>   | RFP 2020              |

To review the minutes of the Sports Operation Committee meeting held on 16 March and 13 April 2021 (if available).

Enclosed

- |     |  |     |      |
|-----|--|-----|------|
| 16. | <b>Correspondence</b>  | RFP | 2025 |
| 17. | <b>AOB</b><br><i>24 hours notice required</i>                            | RFP | 2030 |
| 18. | <b>Date of Next Meeting</b><br>Monday 28 June 2021, 7pm – Online Meeting | RFP | 2035 |

**Swim England South East**  
**Regional Management Board**

Minutes of Meeting held on Wednesday 14 April 2021 as an Online Meeting (Zoom)

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<b>Present:</b>	Roger Penfold (RFP)	Chairman
	George Adamson (GA)	Board Member
	John Davies (JD)	Board Member
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Mike Lambert (ML)	Board Member
	Chris Lee (CL)	Board Member
	William Long (WL)	Board Member
	Alan Lewis (AL)	Board Member
	Carys Jones (CJ)	Board Member
	Shelley Robinson (SR)	Board Member
	Sara Todd (ST)	Board Member

**Also in attendance (non-voting):**

Bryony Gibbs (BG)                      Regional Manager

**30 Apologies**

Apologies had been received from:

Roger Prior

**31 Minutes of the meeting held on 08 March 2021**

The minutes of the meeting were agreed as an accurate record.

**Action: BG**

**32 Matters Arising**

20 - Safeguarding Bursaries. It was confirmed that no applications from non-SwimMark accredited clubs had been received yet.

28 – Open Water Championships. This will be covered under AOB.

**Landscape Sheet**

6 – Volunteering. It was confirmed that this will be integrated into the Strategy so can be deleted.

11 – Finance. The budget review will be delayed until the next announcement on the roadmap by the Prime Minister.

**Action: BG**

**33 Annual Council Meeting**

**Appointment of Vice President** – As no nominations had been received for the role of Vice President, Council had authorised the Regional Management Board to arrange the appointment. It was agreed that suggestions would be sought for persons to fill the role of Vice President.

**Action: BG**

**Appointment of 3 further delegates for Swim England Council Meeting – 10<sup>th</sup> May**

Following discussion it was agreed that Shelley Robinson, Sara Todd and Mollie Lewis be appointed as delegates.

**Action: BG**

#### **Funeral Arrangements – Terry Norris**

The funeral for Terry Norris will take place on Friday 30<sup>th</sup> April, 1pm at the Chiltern Crematorium in Amersham. Due to Covid restrictions, the funeral is limited to 30 attendees. The family would like one person from swimming to attend, and it was agreed that the Region's President, Brian Deval would attend. Details of the webcast will be circulated when they are available.

It was agreed that a donation would be made in due course. Official condolences will also be sent to the family. It was confirmed that Mrs Norris had already received the Past President's Medal which had been due to be presented to Terry Norris.

**Action: BG**

### **34 Appointments**

It was agreed that the appointments would remain as follows;

#### **Discipline Liaisons**

- Artistic Swimming – Roger Penfold
- Disability Swimming – Roger Prior
- Diving – Alan Lewis
- Masters - William Long
- Open Water – Mike Lambert
- Swimming – Carys Jones
- Water Polo – Chris Lee

#### **Regional Sub Groups**

**Communications** – Brian Deval, Carys Jones, Chris Lee and Shelley Robinson

**Finance** – John Davies, Alan Lewis, Roger Penfold, Roger Prior, Sara Todd.

**Inclusion** – Chris Lee and Roger Prior

**Staffing** – Eileen Adams (not a Board Member), Carys Jones, Roger Penfold and Sara Todd.

The Board representatives on the Development Group will remain as George Adamson, John Davies, Rosa Gallop, Alan Lewis, William Long and Roger Prior.

It was agreed that the Strategy Sub Group should be added to this list. The Strategy Sub Group Members confirmed they would continue; Sara Todd, Brian Deval, Rosa Gallop and Mike Lambert.

**Action: BG**

### **35 Swimming Competitions**

A paper was circulated in advance of the meeting. ML talked through the proposal for an end of season swimming competition as part of the British Swimming Festival of Swimming.

The event would be looking at 4 days of competition over 2 weekends with different swimmers involved each day, to take place between 17 July and 08 August. There are a number of challenges in organising these competitions currently, including the competition for access to pools, availability of officials and capacity constraints.

It was confirmed that these dates will not be embargoed for other events. It was also confirmed that it was not proposed to include medals.



Following discussion, it was agreed that these competitions be would organised in co-operation with the host clubs at the two pools being used and that any surplus made would be retained by the host club. It was agreed that the Region would underwrite any loss on the event, allowing up to £15k for this.

It was confirmed that there had been a Swim England meeting for Open Water the previous week where a Festival of Open Water had been proposed for September. The Regional Open Water Manager had put in considerable effort into looking at how this could work, but had concluded that this is not practical. This is as Regions share equipment for the Open Water competitions as well as Officials.

There are no known proposals for similar events in other disciplines currently. It was understood that Artistic Swimming would be doing virtual competitions later in the year.

**Action: Swimming Group**

### **36 Finance**

The budget review will be delayed as it was felt that those involved may not know anything further until after the next statement by the Prime Minister, in May. The budget review will be discussed at the June meeting. It was understood that the Region's membership income was down by around 20%.

**Action: Finance Sub Group**

### **37 Constitution for School Affiliations**

The proposed model constitution for schools was agreed.

**Action: BG**

### **38 Affiliation Process**

A paper was circulated in advance of the meeting. However, it was noted that in the Sports Operation Committee minutes (1.7) it states that an appeals process is being considered. It will be confirmed if this pre or post-dates the affiliation document being circulated. RFP to check at the Chairman's meeting.

It was confirmed that a process as outlined in the report would be implemented, if that was necessary.

**Action: RFP**

### **39 Regional Strategy Sub Group Update**

An update from the Strategy Sub Group was circulated in advance of the meeting. ST outlined the progress since the last meeting and the next steps;

1. Continue and finalise consultation on strategy across all disciplines and board members
2. Finalise baseline/more detailed planning assumptions for existing environment (membership, income, etc.)
3. Review financial planning template to support 2022 budget
4. Design appropriate RMB progress review schedule
5. Develop KPIs

Board members were requested to send across any feedback on the draft strategy by email.

### **40 Swim England Annual Council Meeting 2021**

The Swim England Annual Council Meeting will take place on 10<sup>th</sup> May. Nothing had been raised at the Region's ACM on the Swim England Annual Report or Accounts. Many of the Region's Members Forum Representatives attended the finance meeting with Brian Havill which took place on 12 April. It was noted that at this meeting it had been indicated that Swim England would be looking to expand again in 2022 once the pandemic is over. This point will be raised at the next Regional Chairs meeting.

#### **41 Regional Agreement**

It was confirmed that the Regional Agreement meeting with Swim England would take place on 28<sup>th</sup> April. RFP, ST, BG, Kristie Jarrett and Ben McDonald would be attending the meeting with Claire Coleman.

#### **42 Affiliations and Resignations**

##### **Resignations –**

West End Therapeutic Swimming Club (Surrey)

##### **Enquiries –**

Ascot Royals SC (BSB) – Constitution Approved

Drenched Water Polo (Sussex)

St Georges School, Ascot (BSB)

##### **Change of Name –**

Oxford and Witney Artistic Swimming Club (previously Witney & District Synchronised SC). This change of name was approved by the Board.

##### **Suspended Clubs – Non Compliant Stronger Affiliation**

Broadstairs Lifeguard & SC

Benenden School

Isle of Wight Swim Team

Shepway Swimming Club

##### **Suspended Clubs – Renewal not completed**

Southampton Dolphin SC

Ashford School

Eastbourne College

Sussex Swimming League

**Action: BG**

#### **43 Swim England Sports Operations Committee Minutes**

The minutes of the Sports Operations Committee meeting that took place on 09 February were noted.

#### **44 Correspondence**

None received.

#### **45 AOB**

##### **Swimming Meet Licensing – ML**

ML confirmed that Swim England had announced that licensing would restart for L4 meets from 17 May, applications being open from 26 April. Meets at other levels are planned to resume from 21 June, with applications opening from 01 June. These dates are dependent on the easing of lockdown and may be subject to change due to this.

It is planned to have a pre-registration process in the Region for meets at L3 which will help to identify any areas where there may be problems. Until the end of August there will be no meets at L1 or L2 in the Region. Applications will be on a first come first served basis and clubs will only be granted one licence before the end of August per club. If there are any conflicts with multiple meets in close proximity the panel will work with the clubs and make them aware of the issue. However, licences will not be refused.

#### **46 Date of the Next Meeting**

Thursday 13 May 7pm - Online Meeting.

The meeting was closed at 21.03

DRAFT

**AGENDA ITEM 3**

**MATTERS ARISING FROM RMB MEETINGS**

Updated as at 06 May 2021

	<b>SUMMARY OF AGREED ACTIONS</b>	<b>MIN REF</b>	<b>ACTION</b>	<b>COMMENTS</b>
1	<b>List of Assets</b> BG to compile a list of assets for Trustees	13.10.2015 Min 140.3	BG	<i>Ongoing</i>
2	<b>Constitutions</b> There are reps within the Region that check constitutions however it was noted that there is not one within ONB. RFP to approach ONB about finding a rep there.	10.10.17 Min 313	RFP	<i>In Progress</i>
3	<b>Regional Funding Policies</b> It was acknowledged that there may be a need for additional support, particularly in the minor disciplines. It was agreed that this subject should be discussed with the Discipline Managers at the November meeting.	09.05.19 Min 61	BG	
4	<b>Crawley Facilities</b> An issue was raised by BD regarding facility hire at K2 Crawley. There are issues with the standard hire agreement which mean that this does not comply with Wavepower. There are also issues surrounding the Operating Procedure which the centre is required to share with the hirer, however currently will not do so due to confidentiality. BD to send details on to BG so that the Discipline Managers can be made aware.  As this issue is with Everyone Active, who is a preferred operator of Swim England these issues should be raised with Partnerships, Facilities and the Clubs Team to be addressed.	08.10.19 Min 146	BD / BG	
5	<b>Regional Trophies</b> Following the Winter Swimming Championships the Swimming Trophies were in the process of going into a secure storage unit. They will be cleaned, photographed and any with hallmarks will also be weighed. It was noted the trophies currently stored in Bristol have insurance of £10k, ML has also put the same value in place for the Swimming Trophies. It was agreed that the Region would pay insurance for 6 months. A sub group would be formed consisting of CL, GA, ML, BD and one of the custodians to formulate a strategy on what the Region should do with the trophies going forward. <b>Update</b> – it was agreed that disciplines should decide how to deal with any inactive trophies. Speed Swimming trophies to be catalogued and custodians sought, any trophies that custodians could not be sought for will be disposed of.	29.11.19 Min 164 Updated 10.09.20 Min 123	CL, GA, ML & BD	<i>In Progress</i>
6	<b>Athlete Contributions / Overseas Camps</b> Agreed that the policy on athlete contributions would be reviewed. The need for a policy on overseas' camps will also be explored.	06.02.20 Min 4		
7	<b>Athlete Bursaries</b> It was noted that in previous years only a small portion of the budget for	06.02.20 Min 5	RGP	

	supporting Channel Island Athletes to attend Regional Camps had been spent. However, there had been a large increase this year. This was due to athletes attending the Regional Water Polo Training. The criteria for this training will be discussed with Water Polo, in the first instance.			
8	<p><b>Finance – Deposit Accounts</b></p> <p>The Finance Group recommends that the Board authorises the Regional Manager to investigate opening an account with another financial institution to have £80,000 transferred to. This was agreed.</p> <p><b>Update;</b> The Board agreed that the Regional Manager be authorised to try and open a deposit account with Redwood Bank to deposit £80k of the Region’s reserves. It was agreed that Finance Sub Group be authorised to arrange another suitable account to deposit a further £80k with a suitable financial institution.</p>	17.06.20 Min 80 Updated 08.02.21 Min 6	BG	<i>In Progress</i>
9	<p><b>Regional Strategy &amp; Operational Plan – Review &amp; Strategy 2022-26</b></p> <p>It was agreed that an interim document would be produced to identify the priorities of the Region, perhaps under 4 or 5 key points. This would help to provide clarity and show members how the Region will support them during this period. It was agreed a sub group of ST, BD and ML would move this forward and would produce a draft for the November Meeting.</p> <p><b>Update;</b> The group recommended that a Strategy Group be formed to think through what the focus of the Region will be going forwards. It was agreed that a working group would be formed this group would be led by ST. ML, RG, BD and KJ were appointed to the working group.</p> <p><b>Update;</b> The Board endorsed the Strategy Sub Group’s initial proposal and next steps</p>	Updated 08.02.21 Min 4	Strategy Sub Group	<i>In Progress</i>
10	<p><b>Budget 2021</b></p> <p>It was proposed that the budget for 2021 had a maximum deficit of £149,460.00. It was agreed to approve the budget and review this when the affiliation income is known in early 2021.</p> <p><b>Update;</b> The budget review will take place at the June meeting.</p>	22.11.20 Min 160 14.04.21 Min 36	RGP	<i>Postponed to June Meeting</i>
11	<p><b>Custodians</b></p> <p>The constitution states that the Region will have not more than 4 Custodians. It was requested that RMB members consider suitable candidates.</p>	22.11.20 Min 163		
12	<p><b>Vice President</b></p> <p>As no nominations had been received for the role of Vice President, Council had authorised the Regional Management Board to arrange the appointment. It was agreed that suggestions would be sought to fill the role of Vice President</p>	14.04.21 Min 33	BG	<i>In Progress</i>

Updated 06.05.2021 BG

# Swim England Sport Operations Committee

Minutes of the meeting held 16 March 2021, via Zoom

**Draft minutes subject to approval at the next meeting**

**Present:**

Neil Booth (NB)	Chairman
Joan Wheeler (JW)	Swim England Board Member
Ian Mackenzie (IM)	Swim England Member
Jim Boucher (JB)	Swim England Member
Pippa Jones (PJ)	Swim England Member
Alex Harrison (AH)	Swim England Member
John Hidle (JH)	Regional Chairs Representative
George Wood (GW)	Sports Development Director
Jon Glenn (JG)	Learn to Swim and Workforce Director
Rebecca Cox (BC)	Swim England Business Engagement Director & Institute of Swimming Managing Director

**Staff:** Ali Sibcy-Allen (AS-A) Operations Administration Manager

**Invited:**

Ben Gregory (BG)	Chair of Youth Advisory Panel
Gaby Hay	Head of Membership Development
Ekaterina Boyd (EB)	Head of Events
Claire Coleman (CC)	Head of Development
Jodie Adams (JA)	Senior Engagement Manager

## **Min No:**

### **1. Standing Items**

#### **1.1 Chairman's welcome**

The Chair welcomed all members, introducing Rebecca Cox to the committee.

#### **1.2 Apologies**

Emma Griffin (MARCOMS and Operations Director)

#### **1.3 Declarations of Interest**

None recorded.

#### **1.4 Declarations of AoB**

1.4.1 None recorded.

#### **1.5 Actions from previous meetings**

1.5.1 3.2 Para Swimming classification: Swim England are working with British Swimming to progress and create an action plan.

1.5.2 Further details of membership income were provided to advise that worst-case predictions had been surpassed. It is hoped that there will be further Cat 2 conversions as pools open and Level X competition for swimming returns and is implemented for other disciplines.

## 1.6 Leadership Group Updates

**Club:** Associate group set up to review the model constitution. This is a considerable piece of work to ensure it is fit for purpose now and futureproof.

**Artistic Swimming:** Group administration is now understood and dates for 2021 meetings have been confirmed. The duet is preparing well for Tokyo and several judges have been involved in FINA competitions.

**Water Polo:** Keen to establish implementation plan for 2021 and 2022, GW to follow up pro-forma document with CC. Regional Manager meeting to be held in addition to scheduled WPLG meetings. Increased communication from SE to squads has been well received, even though the situation with pools closed is disappointing. BWP Championships expected to be held in Cheltenham in July.

**Action: GW to follow up pro-forma implementation plan document with CC.**

**Diving:** Group have three members coming to the end of their tenure. Agreement that it would be best to stagger departures to enable adequate handovers. Noted that TORs allow for a transition period and actively managing this would be best for the sport.

**Swimming:** Competition has been the huge focus of recent meetings and work. Meeting to be held following DCMS update to review plan for holding regional and club competitions during the summer. Weekly online engagement sessions are being held by the talent team for members.

**YAP:** Focus of upcoming meeting will be retention of athletes and barriers to this. Panel recruitment is being delayed to identify skill sets and enable recruitment to fit needs.

## 2. Items for Decision

### 2.1 Harold Fern and A.H. Turner Award Winners

Following a ballot, the committee determined the nominations to be submitted to the SE Board for confirmation.

**Action: NB to submit names for confirmation**

### 2.2 Developing Aquatics around Birmingham 2022

Jodi Adams was introduced to the meeting, providing an overview of the background of the Birmingham 2022 development plan and associated activity.

The plan has been in development for 18-24 months and is based around the aquatics centre being built for the Games and working with local partners. The aim is to look at opportunities and enhancing relationships while improving aquatic provision in the area. Work is being completed alongside the local council and facility operator, incorporating their aspirations, ideas and legacy plans.

Further information on the six key objectives were highlighted, identifying how SE's role will predominantly be that of guidance and support, helping the operator meet the needs of clubs and the local community. SE will use the strategy to align with local partner goals and available opportunities.

The legacy of Manchester 2002 was discussed along with the lessons that can be learned. Further clarifications were provided on elements of the report and the importance of relating activity to young people.

Consensus was given in supporting the objectives and progressing the plan to the next stage.

### 2.3 **Virtual Awards 2021**

Ekaterina Boyd was welcomed to the meeting.

Details of work completed to date were provided and attention drawn to the proposed categories. It was advised these categories were selected to meet the needs of the current climate and reflect previous years.

Agreement was given that the categories are appropriate.

The next step will be to review timescales for delivery and the format for the presentation of awards.

**Action: EB to return to future meeting to provide further details of the awards.**

## 3. **Items for Discussion**

### 3.1 **TOR Review**

The key amendments to the TOR were outlined, specifically the addition of Rebecca Cox and Ben Gregory to the committee membership while Emma Griffin would no longer be a committee member.

The SOC membership were comfortable with the committee membership changes.

Conversation moved to discuss the frequency of the meetings with a number of suggestions tabled. It was suggested an annual timetable is to be put together for meeting contents to include invitations to Leadership Group chairs as well as standing items. NB to develop and circulate.

**Action: NB to develop annual timetable and circulate to SOC members.**

## 4. **Items to Note**

### 4.1 **Open water membership update**

Gaby Hay was introduced to the meeting to talk through the open water proposition.

As a result of the pandemic, the organisation's membership plans had altered to survival with the priority focus being the retention of members. As part of the recovery, and re-emergence, of SE there is a need to diversify for growth with open water a market that has seen considerable growth over a number of years, especially during 2020.

The overall membership look and feel has been refreshed, with the website landing page being clearer and, for open water, currently geared around gaining data to enable communication.

The importance of recognising that SE have not been a prominent figure in open water swimming thus far was highlighted along with how this influences the approach to be taken. A significant amount of research has been undertaken both internally and by partners which will hopefully help to ensure the marketing is appropriate for the target audience.

The MARCOMS timeline for the launch of the proposition was detailed with the approach and dates outlined.



The inclusion of young people was confirmed to be part of phase two of the project and the currently signposting available on the website was noted.

The cost of the development of the proposition was queried as, while there are minimal additional costs, the outlay of staff time should be considered within this. It was advised the main priority of the project will be data collection as this could open potential valuable opportunities. It was also noted that it is expected that addressing Open Water will be a key area in the next bid for Sport England funding.

#### 4.2 **Competition Re-emergence**

Swimming: Series two of Level X will resume for all strokes from 12 April through to 23 July. Infrastructure is in place to extend programme after July. Mindful of different training restart dates for members over and under 18 years.

Water Polo: Level X separated into over and under 18 years. Competition starts 12 April and will be skills based within club training environment. Points attributed to skills and best team score submitted. Monthly and weekly leader boards to enable clubs to join as they gain water access.

Artistic Swimming: Level X will restart on 17 May for all age groups. Will be based on grading system with coaches determining the grade the swimmer enters at. Leader boards will be done on a monthly basis until August.

Diving: Phase one of the dryland Level X Games is drawing to a close. Series two dryland will start on 1 April with new skills and will run until June when it will be replaced by pool based competition.

Webinars will be held for each discipline prior to their Level X series to explain the concept.

Details of the roadmap have been communicated along with hoped timescales for returning to competition. It was noted that all disciplines have differing return to competition dates and there is likely to be a mix of face-to-face and virtual competitions across the disciplines.

#### 4.3 **Stronger affiliation summary**

Currently 25 clubs who have not completed the requirements. Clubs have been notified of likely suspensions following the CLG meeting at the end of March and the action being taken by Regions.

As year one is drawing to a close, plans for year two are now starting to be considered with this to be discussed at the CLG meeting.

The importance of supporting displaced members from suspended clubs in finding new opportunities was highlighted. It is anticipated up to 1300 SE members could be affected.

### 5. **AOB**

5.1 Membership: Following on from the recent communications to members detailing the benefits they are receiving it was questioned as to whether the membership structure should be reconsidered. The rationale provided highlighted the need to support all disciplines, while also noting that some members receive significantly

more for their membership than others based on their progress up the talent pathway.

It was suggested that the membership offers could be tailored to reflect participation level and cover from entry level upwards. Restructuring the fees could also enable less reliance on claiming grants and funding as well as reducing the funding gaps in some disciplines.

SOC members supported the view and requested that the SE Board representatives to propose the review to the Board.

**Action: NB and JW to raise with the SE Board**

- 5.2 International Permits: Current work on the Team Manager 2 course has identified an updating issue with the International Permits form with details not being updated. It was requested that SOC supported the review and update of this form, which was agreed. NB will liaise with Emma Langham to make the amendments.

**Action: NB to liaise with EL to make amendments.**

**6. 2021 Meeting Dates**

- Tuesday 13 April subject to confirmation
- Tuesday 18 May
- Tuesday 13 July
- Tuesday 14 September
- Tuesday 16 November