

Swim England South East
Regional Management Board

Minutes of Meeting held on Sunday 21 November 2021 at Holiday Inn Guildford

Present:	Roger Penfold (RFP)	Chairman
	George Adamson (GA)	Board Member
	John Davies (JD)	Board Member
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Jenny Gray (JG)	Board Member
	Chris Lee (CL) (Zoom)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Prior (RGP) (Zoom-am only)	Board Member
	Shelley Robinson (SR)	Board Member
	Sara Todd (ST) (am only)	Board Member

Also in attendance (non-voting):

Carol Butler (CB) (am only)	Open Water Manager
Bryony Gibbs (BG)	Regional Manager
Di Hughes (DH) (Zoom –am only)	Artistic Swimming Manager
Andy Hewat (AH) (Zoom)	Diving Manager
Glen Issacs (GI) (am only)	Masters Manager
Kristie Jarrett (KJ)	Regional Club Development Officer
Ben McDonald (BM)	Regional Club Development Officer / WP Manager

120 Apologies

Apologies had been received from:

Carys Jones
Mike Lambert

121 Discipline Managers Reports

Artistic Swimming

Regional Artistic Swimming Managers met with Karen Thorpe to look at the Regional Development Pathway and changes that were being made. Going forward, athletes will only be able to get onto the National Programme if they have been on the Regional Pathway. Swim England are offering packages to the Regions which will provide further development and education opportunities for coaches and athletes. The additional £3k has been requested in the Artistic Swimming budget submission for 2022. To be considered for the Regional Squad, athletes will have taken part in a Regional Competition, enter the trial and submit a 400m time. The trials are being held face to face on 18 December with 30-40 athletes expected to enter. The first face to face event was held at K2 Crawley in November. The Figures' competition ran a novice session in the morning followed by age groups in the afternoon. This was run as a Covid safe event with all measures and risk assessments in place. After the event the group were made aware of 2 Covid cases, both from the same club. All attendees were advised.

In the past year one club has been lost, Henley (not due to Covid). However, new clubs have affiliated so the impact on participation in the sport has been minimal. It is planned to run more grade assessments in 2022, than in prior years. Athletes will need to complete routine grades which previously had not been required, so additional grade days will need to be needed to ensure that athletes are able to attend competitions in 2023. The group are looking at running a Downs' Syndrome Open Competition alongside the novice figures and masters' event. This is as the team at Electric Eels are not travelling at the moment due to being higher risk so do not plan to attend the Downs' Syndrome Games. Unsure how many will attend the event at this stage, but pool hire and officials will be there already so the cost of the event would be low.

Development

It was noted that it had been possible to run many virtual training opportunities across the year including Athletes' Camps. Forum meetings have also run throughout the year, to offer support to and engage with club volunteers. It was noted that Time to Listen courses will likely stay online as this had worked well. It was understood that the uptake for the Young Volunteer Programme for 2022 was lower than the previous year, and people had asked if this could be face to face. This may need to be assessed for future. There has been a lot of interest in Team Manager training recently with the courses offered struggling to keep up with demand.

Disability Swimming

BM provided an update for Disability Swimming. The first Para Training day had taken place on 20 November led by coach Tom Baxter (Crawley SC): it was reported that this had gone very well. Carl Cooper from Swim England had also attended. A number of athletes had also recently gone through the classification progress. It was noted that, going forward, Swim England had proposed that Regions work together for competitions and classification. The Regional Group did not support the proposal due to the distances that would be involved, as it had been proposed to link the South East with the South West. The possibility of linking the Swimming and Para Training Days was currently being explored.

Diving

AH discussed the challenges there have been with facilities in the Region, with the pool at Reading disappearing and the diving board at Guildford Spectrum being condemned earlier in the year. The boards at Guildford have now been replaced and are back in action. It was noted that there have been challenges with hiring facilities and it is anticipated that pool hire costs will increase in 2022. The SEEDs and ACE programmes both restarted at the end of the summer and a couple of sessions have run. There was a lot of work done online during the lockdown period and athletes now need a lot of face to face work. It was noted that a lot of personnel have left the sport and clubs are experiencing challenges with staffing. An Assistant Diving Coach course ran during lockdown as did a Judge 1 course: those who undertook these are now completing their practical assessments.

The challenges with Coaching courses were discussed and it was felt that the issue of the availability of tutors was one that all disciplines appeared to be experiencing. It was noted that without sufficient training courses, some clubs were having difficulty meeting the requirements of SwimMark. RFP to raise the issue regarding tutors at the next Regional Chairs' meeting.

Action: RFP

The lockdowns had resulted in a significant loss for talent development in Diving as usually clubs would conduct testing in schools to bring athletes into their programmes. It was

reported that there have been a number of notable achievements, with British Diving attending several events abroad and divers coming back with medals.

Due to the reduced activity, there had been limited spend on the 2021 budget. There had been no diving competitions during the year, but it is planned to run the usual competition programme in 2022. It was noted that British Swimming had put out a request for Regions to run the Skills' final: it was not felt that there would be a suitable pool in the South East to accommodate this event.

Masters Swimming

The support from Swim England for Masters Swimming had changed as there was now no officer in place, and it was noted that the Masters' pages on the Swim England website were not being updated. The 1500m at K2 ran in September as an open event, this reached capacity within 7 days. The short course event reached capacity within 14 days and was operated with a two phase opening, giving priority to swimmers for South East Region and those based in Kent/Surrey London clubs. The short course was moved from Guildford Spectrum to K2 Crawley and saw many records set at the event. The Inter Counties had taken place at Wycombe on the prior weekend, with 6 counties taking part. The long course competition is planned for January, again a phased opening was being used which has given priority to South East and Kent/Surrey London clubs. An issue had been encountered with the long course entries as competitors need to be category 2 members, due to the time of year entries opened this created challenges for some athletes. Masters had run their first unofficial CPD for Masters earlier in the year with Kevin Brooks (Wycombe District SC), and the group hoped to run two of these in 2022. The group also want to look at a coaches' forum for Masters and may also look at a workforce group. A query was raised in regards to the Senior Coach qualification and the requirements: KJ to pick up with GI.

Action: KJ

Open Water Swimming

It had not been possible to run a Regional Open Water competition in 2021. There is a very short window to run events and it was not possible to find a suitable date. Attempts had been made to find a more central location to hold the event in future, as the facilities at Chichester were quite limited. Nevertheless, it is hoped to run the 2022 event there. It is planned to increase the entry fee from £15 to £20, currently the Region's entry fee is the lowest of all the Regions. It is hoped to see more competitors as more people have participated in Open Water swimming since the beginning of the pandemic. It is planned to introduce more events and also allow entrants to enter more than one event.

It was noted that Trevor Linkins had been appointed as a FINA Open Water Referee.

Swimming

ML and CJ were both unable to attend. The Swimming report was noted. The events for 2022 are being planned on the basis of no spectators and live streaming. It was noted that the viewing figures for the championships' streaming were very good. It was reported that some Coaches have been using the videos as a coaching tool.

Water Polo

BM thanked the RMB for their support regarding Water Polo Coaching Courses. An Assistant Water Polo Coach course was currently underway. It was planned to run another Assistant course in the New Year as well as Water Polo Coach course although, currently, there was no tutor available for this. It had also been possible to run Official's courses online, but there

were challenges with who can deliver these and also with running the practical sessions required. It was noted that Regional Training has resumed and is back to pre-Covid levels.

Swim England has asked the Regions to run Water Polo Festivals for U11 & U13 which have been included in the budget, although they will be cost neutral. It was understood that there was due to be a talent proposal from Swim England, similar to the one submitted for Artistic Swimming, but this has not yet been received, £1k had been budgeted for this.

It was noted from the report that many of the Regional Water Polo Players play for Otter in London. It was confirmed that Regional players are selected based on their home postcodes, unlike in other disciplines where this would be by the athletes' club.

122 Regional Strategy

ST provided an update on the work of the Strategy Sub Group and an overview on the progress on the strategy so far.

Proposals for revised governance and implementation, focusing on the role of the Development Group and the Swimming Group and providing enhanced support for the remaining Discipline Groups had been approved in principle at the previous RMB meeting. ST and JD had refined the specific responsibilities of the Development and Swimming Groups. The adjustments proposed for the Development Group would focus more across all the disciplines, with a view to providing a support mechanism for the disciplines to be more involved in the Region. It is hoped this will allow discipline managers to link and deal with common issues. The refinements to the roles and responsibilities of the Development and Swimming Groups were positively received by the Discipline Managers present.

123 Finance

Budget Report

The budget report demonstrated that it is likely there will be a surplus at the end of the year rather than the large deficit budgeted for. It was expected that the final outcome will be known in January.

Budget for 2022

The Finance Sub Group recommended that Board accept the budget requests submitted. It was noted that Diving had submitted an amended budget which was reduced due to running less SEEDs camps. The deficit budget of £81,155.75k for 2022 was agreed unanimously.

Action: BG

Matters of Concern

Overseas training camps/competitions

The group felt that, in due course, the Board should discuss the acceptable level of subsidy for these activities and the appropriate contributions for the athletes, which have not been increased for some time. This should be coordinated with the Development Group in consultation with the Discipline Groups to bring to the Board for recommendation.

Action: Development Group

Championships and Competitions

Unlike previous years, nearly all Championships/Competitions are budgeted to lose money. In the current climate, and given that competitions are only just restarting, it was not felt that this was the time to increase entry fees. However, the Region currently charge less than all other regions and it is likely will have to increase fees after 2022. Following discussion it was felt that the principle of synchronising entry fees across the disciplines

might not work as athletes do not enter the same amount of events as they do in Swimming. Income had been lost from spectators not being able to attend, but it was noted that a charge could in future be added for live streaming.

SEEDs Diving Programme

The SEEDS programme was started because the Governing Body refused to set up a Beacon Diving programme in the region, for historical reasons - the Diving group had felt that a weekly programme was unsustainable because of the size of the region. Had a Beacon programme been set up, it would have been required to be self-sustainable within a few years, whereas the SEEDS programme has continued to need subsidy. The Group recognises that this is a valuable programme, of great value to the region's athletes, but the Board, in the future, together with the Diving Group, might want to consider how the subsidy could gradually be phased out or reduced. It was agreed that this would be reviewed by the Diving Group moving forward for 2023.

Action: AH

124 Appointment of Vice President

It was hoped that a candidate had been found for the role. However, no response had been received to date.

125 Review of Communications

BD provided an update on communications. The Regional Newsletter has 962 subscribers and gains around 5 new subscribers each month. The number of Facebook, Instagram and Twitter followers continue to increase. Work will be taking place on the communications project previously agreed, it being possible to use some of Swim England's artwork for this project. It is hoped to launch this in January.

126 Regional Emailer

The Regional email system has been set up for communications to go to the Discipline Manager, Board Liaison, RCDO and Regional Manager. This system is used by Swim England to send out communications to the Region.

127 Club Officers Update Reports

BM and KJ presented their reports covering work completed from May to November 2021.

Kristie Jarrett

Talent activities have been running during the year, including a virtual camp with Tom Dean as a speaker, with over 100 athletes attending. A face to face camp ran a few weeks ago. Now looking ahead to get everything booked in for 2022. A face to face workshop for Coaches was planned for the following week, as well as a Chairs' forum meeting with around 14 clubs signed up. The Coaches' forum had also continued to meet every other month. During this period 3 Time to Listen courses had run, along with one closed Safeguarding workshop. The December deadline for Stronger Affiliation / SwimMark had been moved to January. Two new clubs, Winchester Water Polo and Ascot Royals had completed Stronger Affiliation, but St George's Ascot had not completed. It was expected that all 28 clubs would go through Stronger Affiliation this year. Currently there are 101 SwimMark accredited clubs (56%).

Ben McDonald

Team Manager training had been a large increase in demand. Currently there is only one tutor in the Region who can deliver Team Manager 1, BM is going to upskill to become a

Team Manager Presenter to help in the short term. There are two further presenters undertaking training. Zoe is currently upskilling to deliver the Team Manager 2 workshop. Over 100 Young Volunteers had completed the programme in 2021. Applications were open for the 2022 programme which will be run online again, it was anticipated that less Young Volunteers will sign up for 2022. It was expected that all 34 clubs would go through Stronger Affiliation this year, 1 had completed already. It was reported that some of the new clubs are taking a little longer to get through Stronger Affiliation. One of the main issues for clubs seems to be a lack of qualified coaches. BM has supported ONB and Kent at County meetings are also attended a Sussex meeting earlier in the summer. Support has also been provided for Artistic, Disability, Diving, Masters and Water Polo with a more proactive role being taken for Disability Swimming. BM had also continued to support the Strategy Sub Group.

RFP thanked KJ and BM for their work and support.

128 Minutes of the meeting held of 18 October 2021

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

Action: BG

129 Matters Arising

107 / 92 - Terry Norris memorial trophy – It was understood there has been some work on this by ML.

110 – Data Sharing Agreement – The updated agreement had been received and will be signed and returned shortly.

Landscape sheet

2 - Constitutions – It was noted that Oxfordshire & North Bucks ASA had asked for terms of reference for the Constitution Checker role.

130 Affiliations & Resignations

New affiliations are now reviewed and approved by the Affiliation Sub-Group and are reported for information.

New Affiliations –

Kingsnorth SC (Ashford) (Kent)

Affiliation Applications – Pending

None

Enquiries –

Isle of Wight Triathlon Club (Hants)

131 Correspondence

None received.

132 Swim England Sports Operation Committee Minutes

The minutes from the Sports Operation Committee meeting on 14 September were noted. Water Polo had featured heavily in the minutes, Jon Glenn had contacted RFP recently regarding the issues. BM had written an update on the current position, noting that a lot of progress has been made.

133 AOB

RGP and Susan Harrison had both been selected to officiate at the Commonwealth Games taking place in the West Midlands next summer.

CL was put forward as the Region's nominee to be part of the Swim England Board. Members of the company have now been invited to vote.

134 Date of the Next Meeting

Tuesday 18 January, 7pm, Online

It was agreed that the meeting scheduled in December would not be required. BG to email RMB.

Action: BG

The meeting was closed at 14.54

Regional Management Board

A meeting of the Regional Management Board will be held on Sunday 21 November 2021 at Holiday Inn Guildford commencing at 1000

Agenda

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|----|--|-------------------|
| 1. | Apologies
<i>To receive any apologies from members unable to attend the meeting</i> | RFP 1000 |
| 2. | Discipline Managers' Reports & Succession Planning Updates
<i>To receive reports from Discipline Managers covering activities over the past 12 months and to discuss any issues they might have.</i> | |
| | 1 – Artistic Swimming | DH to follow 1005 |
| | 2 – Development | JD to follow 1020 |
| | 3 – Disability Swimming | SB to follow 1035 |
| | 4 – Diving | AH to follow 1050 |
| | 5 – Masters Swimming | GI enclosed 1105 |
| | 6 – Open Water Swimming | CB enclosed 1120 |
| | 7 – Swimming | ML enclosed 1135 |
| | 8 – Water Polo | BM enclosed 1150 |
| 3. | Regional Strategy | ST 1205 |

Items for Decision

- | | | |
|----|--------------------------------------|----------|
| 4. | Finance | RGP 1250 |
| | - Budget Monitoring 2021 | Enclosed |
| | - To Agree the budget for 2022 | |
| 5. | Appointment of Vice President | RFP 1310 |

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|----|--------------|------|
| 6. | BREAK | 1315 |
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Items for Discussion / Information

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| 7. | Review of Communications | BD 1400 |
| 8. | Regional Emailer | RFP 1410 |
| 9. | Club Officers Update Reports
<i>To review the Club Officer Updates Covering June-November</i> | KJ / BM 1415
Enclosed |
| 10. | Minutes of the meeting held on 18 October 2021
<i>To agree the accuracy of the minutes of the previous meeting</i> | RFP 1435
Enclosed |
| 11. | Matters Arising
<i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i> | RFP 1440
Enclosed |
| 12. | Affiliations & Resignations
<i>New affiliations are now reviewed and approved by the Affiliation Sub-Group and are for information only.</i> | RFP 1445 |
| | 12.1 New Affiliations – Approved
Kingsnorth SC (Ashford) (Kent) | |
| | 12.2 Affiliation Applications – Pending | |

None

12.3 Resignations

None

12.4 Enquiries

Isle of Wight Triathlon Club (Hants)

12.5 Mergers

None

12.6 Change of Name

None

- | | | | |
|-----|--|------------------|------|
| 13. | Correspondence | RFP | 1450 |
| 14. | Swim England Sports Operation Committee Minutes
<i>To review minutes of the Swim England SOC Meeting on 14 September if available.</i> | RFP
To follow | 1455 |
| 15. | AOB
<i>24 hours notice required</i> | RFP | 1500 |
| 16. | Date of Next Meeting
Monday 20 December, 7pm, Online (if required)
Tuesday 18 January, 7pm, Online | RFP | 1505 |

Report to the Regional Management Board Masters Swimming Group

The purpose of the report is to update the Regional Management Board on the progress made by your Discipline Group. Please use as much space in each box as you require.

1. Items for Discussion with the RMB

Please summarise the main items that you would like to discuss with / bring to the attention of the Regional Management Board.

- Many weeks/days/hours invested to relaunch the SER master's programme. Now operating at full strength.
- A greater participation of SER clubs and swimmers designed into the process.
- Initial events reached capacity in record time.

2. General Overview of Discipline Group's Progress

Please briefly outline any significant developments in the delivery of your action / operational plan. **The information you provide will form the basis of your discipline's section in the Annual Report.**

- **Both during and post COVID lockdowns/restrictions demands for key operational personnel and their time investment, has led to an operational group being formed. The Working Group continues without change.**
- **With thanks to the master's operational group and their time invested I am pleased to report to the board the SER master's programme offered in the shortened 2021 window was the first of the full scale meets to be presented to swimmers.**
- **The demand for swimming competitions remains high. Our three events offered to swimmers since our return have seen the fastest and largest entries recorded.**
- **South East regional swimmers are now being prioritised in South East regional events. All swimmers are still welcomed where capacity permits.**

3. Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2021-31 December 2021:

3.1. Athlete Development

Please include statistics on the number of athletes that attended any camps, including splits for gender and ages.

An athlete's development day was budgeted and planned however due to COVID restrictions was cancelled.

Please note there is no national structure for masters to offer pathway development. This applies to age group swimming only.

3.2 Competitions

Please include statistics on the number of competitors, including splits for gender and ages. If your discipline runs more than one competition per year, please break this information down by competition.

SER masters competitions are amongst the most popular Masters' events in the country. In

fact, the 1500m meet and the long course meet reached capacity and have done so for several years.

Our short course event previously fell short of maximum possible capacity hence we have invested in the competition by moving it from the 'Spectrum' Guildford to the K2 in Crawley, a more expensive but superior venue. This also allowed us to implement COVID avoidance measures more effectively due to the larger space at the venue.

All competitions are subject to COVID capacity restrictions. This is typically a 20% reduction in participants.

Note, masters events do not offer spectators or programmes therefore the impact ~~to~~ on income is limited and has been offset by price increase where possible. Related, we are also seeing a greater number of withdrawals due to ill health.

SSE 1500m - this event is a single session with a capacity of 42 swimmers. Our 2021 event reached capacity within days of the opening window. On the evening 40 swimmers participated.

Women 22 – Age range 29-90

Men 18 - Age range 18-70

SSE SC Masters - this event is a single day two session competition. Despite a full COVID plan and restriction on capacity I am pleased to report an increased number of swimmers from 193 in 2019 to 236 in 2021 participated. This event featured for a first time a two-phase opening window favouring SER swimmers in Phase I. It should be noted that the response was such that we didn't get to Phase 2, which would have allowed swimmers from the other regions to enter.

Women 123 – Age range 18-90

Men 113 – Age range 18-85

SER LC Masters - Our long course event was cancelled in 2021 from its normal date in January which was at the height of the pandemic restrictions.

Entries for 2022 are now open and I am pleased to report to the board that we have reached 75% capacity within seven days of opening for entry. With 3 weeks to go it looks as if Phase 1 entries will fill the meet with SSE swimmers.

3.3 Club Development.

No information or detail to report.

3.4 Workforce Development - including coaches, officials, group's members

With the support of Kevin Brooks from Wycombe SC we launched our first unofficial CPD designed for masters' coaches across the region.

Kevin gave an excellent presentation and has generated new information and ideas for coaches. 28 coaches attended the session.

We intend to build on this initial event diarising two further CPD's in 2022.

4. Notable Results or Achievements

This should include any members of South East Region Clubs in National Squads (GB, English, Scottish & Welsh). **Please provide names of athletes, their club and details of the event they competed in. This will be included in the Annual report.**

Event	Age	Name	Club	Record
50m Backstroke	50/54	Jo Corben	South Downs Trojan	British
200m Backstroke	50/54	Jo Corben	South Downs Trojan	British, European
400m Freestyle	45/49	Fleur Turner	Basingstoke Bluefins	British

In addition, I am pleased to report an incredible 77 EBP's were achieved at SSE SC. 20 new times established with the addition of at 400m freestyle. 45 individual and 12 relay times.

Noteworthy achievements (Surrey London)

Event	Age	Name	Club	Record
1500m Freestyle	90/94	Jane Asher	Kings Cormorant	British, European
800m Freestyle	90/94	Jane Asher	Kings Cormorant	British, European, World
400m Freestyle	90/94	Jane Asher	Kings Cormorant	British, European
200m Freestyle	90/94	Jane Asher	Kings Cormorant	British and European
200m Backstroke	90/94	Jane Asher	Kings Cormorant	British, European, World
100m Backstroke	90/94	Jane Asher	Kings Cormorant	British, European, World
50m Backstroke	90/94	Jane Asher	Kings Cormorant	British, European, World
100m I.M.	90/94	Jane Asher	Kings Cormorant	British, European, World
50m Breaststroke	85/89	Geoff Bishop	Kings Cormorant	British

5. **Finance**

Performance against Budget 2021. Please highlight any significant over/under spends and why these have occurred.

The masters event programme for 2021 is yet to be completed with the Inter County event outstanding. However, the trend of the year is summarised below.

Headlines

Spend - broadly to break even or return a small surplus. This includes COVID counter measures, for example, decreased capacity, and price increases.

Our return reflects both the 1500 and short course events plus then new CPD

The long course events and the training day for 2021 were both cancelled.

There has been a saving against the budget for Working Group meetings by conduction all meetings on-line. This has proved very effective and has enabled frequent meetings of the Operational Group to address the issues created by the need to develop COVID avoidance procedures.

6. **Any other comments to be included in the Annual Report**

The new master's strategy document offers the opportunity for masters to grow further. To operate this plan, we will need to find further volunteers to join both the working groups and operational groups.

Report Completed by; Glen Isaacs

Name of author: Glen Isaacs

Position: Masters Manager

Please forward your completed report to bryony.gibbs@southeastswimming.org by 11 November 2021

Bryony Gibbs

From: Carol Butler
Sent: 03 November 2021 13:30
To: Bryony Gibbs
Subject: Open Water 2021 Report

We continued to investigate alternative venues situated more centrally situated. Horseshoe Lake in Yateley between M3 and M4 looked favourably on holding the event and good space lakeside. They have open water swimming as well as other facilities with many people using the lake. We looked at parking, changing facilities etc that were required and we had chased for costings, but these were not forthcoming. Due to the depth of the water - 2 to 2.5m - meant that the lake was also susceptible to swimmers' itch - the parasite that lives in snails and waterbirds but can also bury into the skin and die causing irritation. This might put off any younger swimmers from participating in future if it was prevalent on that day so we decided not to continue with that lake.

When changes were made to Covid rules, we investigated holding an event in 2021 writing proposals on how to hold an event with safety as a priority. July dates clashed with our pool championships, Swim England told me they were running an Open Water Swimming Festival the first week-end in September so officials would be in short supply as well as perhaps the best swimmers attending this; 2nd week-end had many officials on holiday; 3rd week-end was supposed to be South West event so we decided it would not be possible in 2021.

Date currently scheduled for 2022 is 17th July but I am still awaiting confirmation from Chichester that this is acceptable.

Regards

Carol



Swimming Report, November 2021

Summary

The highlight of the year had to be seeing Tom Dean from Maidenhead on the podium in Tokyo collecting his gold medals for the 200m freestyle and 4x200m freestyle, followed closely by the TV pictures of his family and friends celebrating outdoors in the early hours of the morning.

Of course, 2021 was dominated by the gradual emergence from the almost total shut down of swimming because of the COVID-19 pandemic.

National Festival of Swimming

The Region successfully participated in the National Festival of Swimming at the end of July and start of August. 695 swimmers recorded 1960 individual swims, which were included in the National Leader Board. This competition was operated with strict social distancing, restricted numbers and no spectators.

As expected, the revenue for entries fell far short of the cost of running the competition, but the deficit of just over £12,000 was managed within a limit agreed in advance with the Finance Group and the RMB.

Our objective was to give as many swimmers as possible the opportunity to compete. We set a slow set of base consideration times and a limit of 24 entries per event. This was based on an expected limit of around 200 swimmers in the building at any time.

Particularly for older swimmers, we got fewer entries than we hoped for, probably because swimmers had not had the chance to record qualifying times, despite us accepting Level 4 and Level X times, and we had a lot of withdrawals because swimmers were self-isolating.

Extensive support from Wycombe District and Crawley Swimming clubs for the competitions was key to success.

Region Short Course Open/Junior Championships

The Region Short Course Swimming Championships were held on 6th/7th November at the new pool in Winchester (see below).

Although this was almost a last resort, because we were concerned at the risks associated with being the first major competition at a new pool, there were very few issues and the event was completed virtually on time.

The number of entries was constrained by the time available, rather than pool capacity. The competition was significantly oversubscribed. Over the weekend, 495 swimmers recorded just under 1600 individual swims, with a significant number of swims achieving a qualifying time for the 2021 Swim England National Winter Championships.

Unfortunately, we did not have enough time available to include finals, without significantly reducing the number of entries we could accept. Our intent is to reinstate finals for future Region Championships.

The major residual implication of the COVID-19 pandemic was the decision not to have any spectators to allow the spectator gallery to be used for swimmers and coaches to avoid overcrowding on the pool deck.

Live Streaming

Because we were unable to accommodate spectators, we provided a live streaming service from both of our 2021 competitions.

For the Festival of Swimming, we used an organisation that uses professional standard equipment. Because they had a link to swimming, they charged us a reduced fee of £1,000 per weekend. Other regions, offering a similar standard of coverage expect to pay £3,500 - £4,000 per weekend.

For the Short Course Championships, the service was provided using a volunteer, with significantly less mixing equipment. The only cost to the Region was expenses.

The technical quality of the stream from both events (video and audio) was very similar. The main difference was the level of on screen graphics. There was, for example, no display to introduce each event.

The objective of providing the video stream was to show as many events in their entirety to allow every spectator to see all of the swims they were interested in. The feedback after both events was excellent; we clearly met our objective.

The success of the streaming has generated an expectation that this will be provided for future competitions, especially if we are not able to accommodate all of the spectators who would like to watch their swimmers. The volunteer who provided coverage of the Short Course Championships has agreed to take responsibility for streaming of all swimming events in 2022. There is provision in the budget for the acquisition of additional equipment and software to improve the presentation of the events.

Commentator

Video streaming really needs a commentary to be totally effective. For the final day of the Festival of Swimming and for the whole of the Short Course Championships, we enjoyed the services of a high quality, knowledgeable commentator, who was appreciated by people accessing the live stream.

In the past, the role of commentator at regional events was to supplement the announcer and improve the atmosphere in the pool. This time, opinions were mixed about broadcasting the commentary over the pool PA.

A major mistake we made was not clarifying the roles of commentator and announcer before the competition. This did lead to some problems. Before our 2022 events, this must be resolved.

Spectators

Our Region is the largest in England and we have more swimmers achieving an appropriate standard to compete at Regional Level than any other Region. BUT there is no competition pool in the region that can accommodate the number of swimmers who deserve to be able to swim, officials, coaches, team managers, other volunteers and the number of spectators who would like the opportunity to watch.

In 2021, we excluded spectators, which meant that we could accommodate some of the swimmers and coaches in the spectator gallery. A significant impact of this was a rather flat atmosphere in the pools.

For 2022, this decision needs to be reviewed. Some of the factors that will be taken into account are:

- The availability of space with reasonable access to the pool where swimmers could be accommodated between races (such as a sports hall).
- How limited spectator space should be allocated. There will always be more spectators who want the opportunity to watch than we can accommodate.
- The availability of sufficient volunteers to marshal swimmers if they are held in a separate area, and to manage spectators.

Looking Forward to 2022

The new normal for swimming competition will not be the same as prior to the pandemic. In the past, we accommodated all of the swimmers and the spectators who wanted to watch by turning a blind eye to capacity limits. As a result, we had overcrowding on the pool deck and in the spectator areas.

In future, when we run any competition, we must agree in advance the capacity limit with the pool operator and strictly enforce it throughout the competition. This will have a significant impact on the number of people in the spectator gallery. That normally means that the number of people in the gallery is limited to the number of seats. Having people standing or sitting behind the back row of fixed seats is not going to be permitted.

In 2019, after a survey of members in the region, we decided in principle to split the region in half for the 15/Over championships. It will be necessary to review that decision and decide whether to implement it in 2022.

Pools

Two new pools opened in 2021, both of which have the potential to host Regional Championships in the future. [Neither pool has the capacity to accommodate the number of swimmers who deserve to be able to swim, officials, coaches, team managers, other volunteers and the number of spectators who would like the opportunity to watch.]

The following table summarises the pools under consideration for competitions in 2022:

Pool	Length	Approx number of seats in the spectator gallery	Direct access to area for swimmers off the pool deck, without having to cross public areas
Crawley (K2)	25m/50m	280	No
Maidenhead #	25m	150	No
Portsmouth (Mountbatten Centre)	25m *	200	No
Winchester #	25m/50m	240	Yes .. large sports hall
Wycombe	25m/50m	300	Yes .. large sports hall

* Cannot currently be configured long course

New pools in 2021

Report to the Regional Management Board Water Polo Group

The purpose of the report is to update the Regional Management Board on the progress made by your Discipline Group. Please use as much space in each box as you require.

1. **Items for Discussion with the RMB**

Please summarise the main items that you would like to discuss with / bring to the attention of the Regional Management Board.

Coaching course – Thanks goes to everyone in the South East including, South East Board members and Staff for continually applying pressure to Swim England and Institute of Swimming, positive progress has been made.

Water Polo Regional training resumed and very quickly returned to pre covid levels. The coaches look to increase opportunities in 2022

Budget 2022 see the introduction of u13 and u11 Water Polo Festivals and more details regarding officials training, however, the true cost is uncertain as unsure how efficient we can make the practical sessions, therefore we have budgeted for worst cases scenario

2. **General Overview of Discipline Group's Progress**

Please briefly outline any significant developments in the delivery of your action / operational plan. **The information you provide will form the basis of your discipline's section in the Annual Report.**

2021 has seen a focus on developing a qualified workforce as Swim England finally published and allowed courses to be run for referees and table officials. It is a shame however after many years of waiting the feedback from the courses has been poor and many hurdles remain in place.

Regional Water Polo training restarted and has seen attendance returned to pre covid levels faster than expected.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2021-31 December 2021:

3.1. Athlete Development

Please include statistics on the number of athletes that attended any camps, including splits for gender and ages

Water Polo Regional training resumed and very quickly returned to pre covid levels of attendance. Depending on the invited age group and purpose of the session the sessions are frequently being run at capacity level.

3.2 Competitions

Please include statistics on the number of competitors, including splits for gender and ages. If your discipline runs more than one competition per year please break this information down by competition.

No local South East Competitions took place due to covid in 2021.

Every year Swim England say they will publish dates for water polo events early to help regions and counties to plan and to avoid clashes with the calendar. Unsurprisingly Swim England has not done this yet this makes planning for local tournaments incredibly difficult.

Swim England have requested the region arrange u13 and u11 water polo competitions.

3.3 Club Development

N/A

3.4 Workforce Development - including coaches, officials, group's members

2021 has seen the start of the rebuilding of the workforce however it has not been straight forward and Swim England are putting in as many hurdles as possible with no real desire to help develop the sport.

Club Table Officials – after the success of putting over 30 people through the theory section of the course in 2020. Swim England are making it close to impossible to get the 30 people through the practical section of the course. We expect to make some positive progress in the coming weeks as the South East believes it has found a solution. We are also looking to put another course on for the theory.

Club Level Referees courses – we have been able to run an online Club Level Referees course for 12 with the exam online afterwards. Feedback from the course has been very poor for the following reasons, the content was poorly designed and information has been extremely slow coming from Swim England for example not publishing the link until we threatened to tell Toby King (Swim England Water Polo Leadership Chair). A number of candidates have asked for feedback from the exam but no feedback has been given from Swim England regarding incorrect results.

Coaching Courses – Positive progress been made with a Assistant Coach course currently being run with 17 members from the South East attending. Agreement with the Institute of Swimming to run a with a Assistant Coach course and a Coach course in early 2022. This will definitely improve the quantity of qualified coaches in the South East but early indication shows some clubs will still be without a fully qualified coach due to limited spaces available.

4. Notable Results or Achievements

This should include any members of South East Region Clubs in National Squads (GB, English, Scottish & Welsh). **Please provide names of athletes, their club and details of the event they competed in. This will be included in the Annual report.**

Great Britain U17s for the LEN Junior Women's European Championships in Croatia:

- Lucy-Mai Helliwell (captain) – Otter (Postcode in South East)
- Lucy Bullock – Otter (Postcode in South East)
- Caitlin Silk – Worthing
- Grace Turner – Otter (Postcode in South East)

England Junior Women's squad for EU Nations Water Polo Tournament in Brno, Czech Republic

- Lucy Bullock – Otter (Postcode in South East)
- Lily Ross – Andover/Cheltenham (Postcode in South East)
- Ruby Rosser – Worthing (Postcode in South East)

Jamie Bond (Worthing) was part of the GB under 17 boys team that played in the European Championship qualifying tournament that took place in Slovenia in May.

A number of other boys and girls from the region have been part of the National Academy program since the program re-started in the Spring of this year.

5. Finance

Performance against Budget 2021. Please highlight any significant over/under spends and why

these have occurred.

- Income from regional training has been steady and seen a faster recovery to pre Covid than expected
- No senior league or under 19 inter county due to covid
- Money saved as Meetings are held online

6. **Any other comments to be included in the Annual Report**

N/A

Report Completed by; Ben McDonald

Name of author:

Position: i.e. Diving Manager

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 11 November 2021

Finance Report for RMB Meeting 21 November 2021

1. Budget Report

The budget report attached shows that the finances are healthy and the end of year is likely to show a fairly substantial surplus instead of the large deficit budgeted for.

2. Budget for 2022

The budget proposals submitted by the budget holders are attached. The Finance Group met on 09 November to consider them. In view of the likely surplus at end of year, they considered that the budgets as submitted were acceptable and **recommend the Board to accept the budget as attached.**

3. Matters of concern

3.1 Overseas training camps/competitions

The group felt that, in due course, the Board should discuss the acceptable level of subsidy for these activities and the appropriate contributions for the athletes, which have not been increased for some time.

3.2 Championships and Competitions

Unlike previous years, nearly all Championships/Competitions are budgeted to lose money. In the current climate, and given that we are only just getting back to competition, it was not felt that this was the time to increase entry fees. However, we currently charge less than all other regions and we are likely to have to increase fees after 2022.

3.3 SEEDS diving program

The SEEDS programme was started because the Governing Body refused to set up a Beacon Diving programme in the region, for historical reasons that the Diving group felt that a weekly programme was unsustainable because of the size of the region. Had a Beacon programme been set up, it would have been required to be

self-sustainable within a few years, whereas the SEEDS programme has continued to need subsidy. The Group recognises that this is a valuable programme, of great value to the region's athletes, but the Board, in the future, together with the Diving Group, might want to consider how the subsidy could gradually be phased out or reduced.

3.4 Other matters

A few other inconsistencies were raised, which are being discussed with the budget holders, but all were pretty minor in terms of the amount of money involved.

Roger Prior
Board Member responsible for Finance
November 2021

Budget Report

From: Month 1, January 2021
To: Month 12, December 2021

Chart of Accounts:

ASA SE Region Management Accounts [PARTIAL]

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
INCOME								
Membership Income	140,699.00	82.11	125,000.00	15,699.00	140,699.00	82.11	125,000.00	15,699.00
Sponsorship Income	0.00	0.00	2,875.00	(2,875.00)	0.00	0.00	2,875.00	(2,875.00)
Bank Interest	583.74	0.34	300.00	283.74	583.74	0.34	300.00	283.74
Income Licence Meet Fees	0.00	0.00	10,000.00	(10,000.00)	0.00	0.00	10,000.00	(10,000.00)
Income Swimming	13,755.95	8.03	16,700.00	(2,944.05)	13,755.95	8.03	16,700.00	(2,944.05)
Income Synchro	3,182.00	1.86	10,520.00	(7,338.00)	3,182.00	1.86	10,520.00	(7,338.00)
Income Diving	0.00	0.00	4,400.00	(4,400.00)	0.00	0.00	4,400.00	(4,400.00)
Income Water Polo	1,013.57	0.59	9,650.00	(8,636.43)	1,013.57	0.59	9,650.00	(8,636.43)
Income Masters	7,455.57	4.35	13,800.00	(6,344.43)	7,455.57	4.35	13,800.00	(6,344.43)
Income Open Water	0.00	0.00	5,800.00	(5,800.00)	0.00	0.00	5,800.00	(5,800.00)
Income Disability Events/Grants	125.58	0.07	3,000.00	(2,874.42)	125.58	0.07	3,000.00	(2,874.42)
Income Swim Development	1,712.53	1.00	6,150.00	(4,437.47)	1,712.53	1.00	6,150.00	(4,437.47)
Income Development	2,822.12	1.65	5,000.00	(2,177.88)	2,822.12	1.65	5,000.00	(2,177.88)
	171,350.06	100.00	213,195.00	(41,844.94)	171,350.06	100.00	213,195.00	(41,844.94)
DISCIPLINE EXPENDITURE								
Swimming Comp Expenditure	27,068.29	15.80	16,130.00	(10,938.29)	27,068.29	15.80	16,130.00	(10,938.29)
Swimming Group Expenses	0.00	0.00	1,330.00	1,330.00	0.00	0.00	1,330.00	1,330.00
Synchro Expenditure	2,612.16	1.52	23,020.00	20,407.84	2,612.16	1.52	23,020.00	20,407.84
Diving Expenditure	1,130.66	0.66	29,635.00	28,504.34	1,130.66	0.66	29,635.00	28,504.34
Water Polo Expenditure	2,874.40	1.68	36,100.00	33,225.60	2,874.40	1.68	36,100.00	33,225.60
Masters Comp Expenses	6,972.24	4.07	16,570.00	9,597.76	6,972.24	4.07	16,570.00	9,597.76
Masters Group Meetings & Training	150.00	0.09	4,425.00	4,275.00	150.00	0.09	4,425.00	4,275.00
Open Water Expenditure	0.00	0.00	12,200.00	12,200.00	0.00	0.00	12,200.00	12,200.00
Disability Expenditure	368.00	0.21	8,385.00	8,017.00	368.00	0.21	8,385.00	8,017.00
	41,175.75	24.03	147,795.00	106,619.25	41,175.75	24.03	147,795.00	106,619.25
CENTRAL DEVELOPMENT								
Coaches Bursaries	14,960.34	8.73	25,000.00	10,039.66	14,960.34	8.73	25,000.00	10,039.66
Safeguarding Bursaries	874.06	0.51	10,000.00	9,125.94	874.06	0.51	10,000.00	9,125.94
CPD Regional Courses	2,076.53	1.21	6,700.00	4,623.47	2,076.53	1.21	6,700.00	4,623.47
Team Managers Forum	0.00	0.00	200.00	200.00	0.00	0.00	200.00	200.00
Officials Licensing	110.00	0.06	800.00	690.00	110.00	0.06	800.00	690.00
SwimMark Panel Expenses	0.00	0.00	750.00	750.00	0.00	0.00	750.00	750.00
Athlete Bursaries: Channel Islands	0.00	0.00	1,300.00	1,300.00	0.00	0.00	1,300.00	1,300.00
Young Volunteers	1,192.10	0.70	2,000.00	807.90	1,192.10	0.70	2,000.00	807.90
Volunteers Management and evens	0.00	0.00	3,500.00	3,500.00	0.00	0.00	3,500.00	3,500.00
Support Swim England Talent Camps	1,967.80	1.15	6,000.00	4,032.20	1,967.80	1.15	6,000.00	4,032.20
Funding for Distance Meets	0.00	0.00	1,000.00	1,000.00	0.00	0.00	1,000.00	1,000.00
Offshore Camp	0.00	0.00	18,000.00	18,000.00	0.00	0.00	18,000.00	18,000.00
Other Swim Development	2,653.30	1.55	8,950.00	6,296.70	2,653.30	1.55	8,950.00	6,296.70
	23,834.13	13.91	84,200.00	60,365.87	23,834.13	13.91	84,200.00	60,365.87
Gross Profit/(Loss):	106,340.18	62.06	(18,800.00)	125,140.18	106,340.18	62.06	(18,800.00)	125,140.18
CENTRAL ESTABLISHMENT/GOVERNA								
RMB	0.00	0.00	2,000.00	2,000.00	0.00	0.00	2,000.00	2,000.00
Chairman/Presidents Expenses	305.13	0.18	1,640.00	1,334.87	305.13	0.18	1,640.00	1,334.87
Regional Welfare Officer Expenses	0.00	0.00	240.00	240.00	0.00	0.00	240.00	240.00
ACM	0.00	0.00	200.00	200.00	0.00	0.00	200.00	200.00
Accountancy Fees	90.00	0.05	1,590.00	1,500.00	90.00	0.05	1,590.00	1,500.00
Swim England Council Expenses	0.00	0.00	1,200.00	1,200.00	0.00	0.00	1,200.00	1,200.00
Communication Expenses	919.30	0.54	1,000.00	80.70	919.30	0.54	1,000.00	80.70
Miscellaneous	144.00	0.08	0.00	(144.00)	144.00	0.08	0.00	(144.00)
Donations	150.00	0.09	0.00	(150.00)	150.00	0.09	0.00	(150.00)
Awards & Engravings	982.88	0.57	400.00	(582.88)	982.88	0.57	400.00	(582.88)
Payments to Swim England for Centr	59,931.64	34.98	82,140.00	22,208.36	59,931.64	34.98	82,140.00	22,208.36
Sage Mapping & Training costs	16.99	0.01	2,570.00	2,553.01	16.99	0.01	2,570.00	2,553.01
Bank Charges	349.20	0.20	660.00	310.80	349.20	0.20	660.00	310.80
Office Expenses	3,152.02	1.84	3,300.00	147.98	3,152.02	1.84	3,300.00	147.98
	66,041.16	38.54	96,940.00	30,898.84	66,041.16	38.54	96,940.00	30,898.84
Net Profit/(Loss):	40,299.02	23.52	(115,740.00)	156,039.02	40,299.02	23.52	(115,740.00)	156,039.02

Over All Budget Surplus and Deficit 2022

Discipline	Income	Expenditure	Surplus/Deficit
Water Polo	£ 9,850.00	£ 36,530.00	-£ 26,680.00
Masters	£ 17,700.00	£ 29,324.00	-£ 11,624.00
Open Water	£ 5,800.00	£ 10,700.00	-£ 4,900.00
Diving	£ 4,400.00	£ 26,248.75	-£ 21,848.75
Artistic Swimming	£ 14,295.00	£ 21,015.00	-£ 6,720.00
Disability	£ 3,750.00	£ 14,620.00	-£ 10,870.00
Swimming	£ 75,300.00	£ 121,430.00	-£ 46,130.00
Development	£ 2,800.00	£ 43,850.00	-£ 41,050.00
Central Establishment	£ -	£ 6,240.00	-£ 6,240.00
Governance	£ -	£ 8,280.00	-£ 8,280.00
Other	£ -	£ 88,511.00	-£ 88,511.00
Contingency	£ -	£ -	£ -
Income	£ 183,638.00	£ -	£ 183,638.00
Totals	£ 317,533.00	£ 406,748.75	
Over all Budget Surplus and deficit			-£ 89,215.75

Ben McDonald - Regional Club Development Officer

Report to Regional Management Board June 2021 – November 2021

Team Manager's Course

- Team Manager 1 - Supported 5 online workshops with 58 people attended (87 booked on). A further 2 Team Manager 1 courses are planned for November 2021 with 54 already booked on.
- Team Manager 2 – We have been able to run 2 courses with 32 people attended (40 booked on)
- All Regions have seen a strong uptake for Team Manager 1 courses in recent months.
- Upskilling Presenters –
 - We are still in the process of upskilling Zoe to deliver Team Manager 2. The extended delay is due to Swim England unsure of their own policy and process.
 - Paul Finch has started the process of upskilling to deliver Team Manager 1.
 - Helen Barrand has not progressed with the upskilling process to deliver Team Manager 1.
 - I have started the process to be trained as a Team Manager Presenter to support Zoe in the short term to meet the high level of demand.
 - All new presenters need to go through a number of key steps which are very time consuming.
- We are still looking for other experienced Team Managers that would like to upskill to be Team Manager Presenters.

Young Volunteer Programme

- 107 Young Volunteers from 37 different clubs completed the new Young Volunteers online programme in 2021. We engaged over 133 Young Volunteers on the programme. The programme for 2021/22 will be very similar but we have made the following changes
 - Removal of paper logbooks for Young Volunteers and replaced with forms on the South East Website
 - Shorter and more engaging online workshops
 - Introducing three levels of awards (Bronze, Silver, Gold) Depending on the amount of volunteering they do at their home club.

Discipline Support

- Masters - Supported the group by email and attending the following meetings Tuesday 8th June 2021, Saturday 12th June 2021 and Saturday 4th September. Additional support given to help the delivery of a CPD for Masters Coaches over Zoom on Monday 28th June. The group have worked hard with Glen leading them to run the Swim England South East Masters Short Course Championships and Inter Counties meet since the lifting of covid-19 restrictions.
- Para Swimming/ Disability group – The Group had a meeting on Tuesday 20th July 2021 and Tuesday 5th October which Carl Cooper attended. Carl was able to answer questions regarding the new format of competitions where regions will work together to run joint swimming galas Swim England expect this will help with classification. The first South East Para training day for 2021 will take place on Saturday 20th November 2021. This will be followed by the next one in March 2022. We welcome Tom Baxter as the new Lead Coach for this Swimming Year.
- Diving – One meeting on Wednesday 6th October between Andy and Emma the diving community has been very quiet and no support is required they expect a normal 2022. I also

attended on request by Swim England a national meeting regarding the Diving Competition pathway on Tuesday 3rd August.

- Artistic Swimming – Supported by emails when needed and attended meetings on Thursday 8th July 2021 and Wednesday 20th October 2021. The group have developed in-depth plans in place for the rest of 2021 including grade days and a selection process. Support was given to train new Artistic Swimming Judges up (Tuesday 17th August and Thursday 19th August). With the move of Artistic Swimming official's course online zoom support was given during the two workshops for Judge 1. I also attended the most recent Artistic Swimming Event to meet the community including coaches and club members.
- Water Polo – Supported meeting Monday 7th September and supported the Club level referees course Tuesday 26th October. Similar to Team Manager and Artistic swimming official courses moving online Swim England insisting an employee is on the call.

Stronger Affiliation

- The deadline has been moved back to January 2021 however work on Stronger Affiliation with the clubs have already begun in early September and positive progress is being made.
- Across the three counties (Sussex, Kent and Oxfordshire & North Bucks) that I look after I have 34 clubs to complete stronger Affiliation. As of Tuesday 9th November I have
 - Clubs Completed – 1
 - Clubs Engaged – 20
 - Clubs Not engaged - 13
- Overall we are in a better position compared to last year but a significant amount of work is still required in the coming months to get all clubs to the required level.
- It's becoming noticeable in the Club Personnel Reports that there is a high demand for coaching qualifications however there is not the courses being put on to meet this demand.

County Support

- Attended Meetings with Kent and Oxfordshire and North Buckinghamshire over zoom and sent reports to meetings when been unable to attend.
- Attended the start of a Sussex meeting (14th July) and the offer the same level of support compared to Kent and ONB remains on the table.

Regional Strategy 2022 – 2025

- Attending monthly meeting looking at the Strategy for 2022-25.
- Supported reviewing the Regional agreement in line with the new Regional Strategy
- Marketing meeting with Kristie and Brian.



Kristie Jarrett - Regional Club Development Officer

Report to Regional Management Board November 2021

Main areas of work

- Regional Swimming talent pathway programmes, including Open Water
- Coach Conferences and coach workshops
- Support Hampshire/ Berkshire and South Bucks/ Surrey county ASAs
- Coaches' Forum
- SwimMark
- Safeguarding and Time to Listen courses
- Stronger Affiliation

Talent Pathway programmes

- The regional 12 year old camp took place at ACS School on Saturday 30th October. 36 athletes were selected for this camp, they participated in two pool sessions and land training.
- I attended a national talent planning meeting during October for 2022, I am now looking to get dates booked in for 1 online and two face to face 12 year old camps and an open water camp in 2022.
- The development group has discussed the possibility of an off shore camp in 2022, I am currently looking at alternative on shore options with the Coaches' Forum.

Conferences and Workshops

- With the reopening of pools we have taken a break from our online coach workshop series as numbers were significantly dwindling. The national talent team are still running monthly connecting coaches' workshops.
- We are running a face to face practical coach workshop in Ascot on the 27th November for development coaches on stroke development and starts.
- The next chairs' forum meeting is taking place on the 25th November, thank you to Chris Lee and Brian De Val for supporting these meetings. The Chairs' Facebook group has generated some useful discussion over the past few months.

County Support

- I have attended Berkshire and South Bucks meetings during this period. I have been in touch with Surrey and Hampshire but I have not been invited to a meeting if they have taken place.

Coaches Forum

- The Swimming Coaches' Forum have met in July, September and November during this period. I have produce the agenda, notes for these meetings and other actions arising.

Safeguarding and Time to Listen Training

- We have run 3 Time to Listen courses in the last 6 months and one closed club safeguarding course.
- As the Time to Listen courses are able to stay online I am finalising an annual programme of training for 2022.

SwimMark/ Stronger Affiliation

- Currently we have 101 SwimMark clubs in the region – 56% of our clubs.
- We now have all six counties represented on the Regional SwimMark panel, all meetings are continuing online. Thank you to Jane Davies who continues to chair these meetings.
- During the last 6 months two clubs have lapsed their SwimMark; Bexhill and Mid Sussex Marlins. Ramsgate SC have accredited for the first time and Black Lion regained accreditation.
- I have supported two new Clubs; Winchester Water polo and Ascot Royals through Stronger Affiliation. St George's School in Ascot has not completed the process.
- Across my three counties 28 clubs are due to renew their Stronger Affiliation in the coming quarter along with 19 clubs due to renew their SwimMark accreditation.

Inspirational Volunteer Award – Lisa Mickel (Crawley SC)
Inspirational Young Volunteer Award – Lewis Baybutt (Maxwell SC)
Sport Innovation Award – Electric Eels of Windsor SC

Two of the Regional winners, Lewis Baybutt and Keiron Piper, had also gone on to win the National Award in their category.

Action: BG

Landscape Sheet

7 – Finance - Deposit Account – Two deposit accounts are open, a third account is still required.

9 – Vice President – A suggestion had been made and the individual will be contacted.

Action: BG

108 Final Quarter Fees 2021

The Board were asked to ratify the decision taken by email to charge Regional Fees at 50% for those joining from 01 October – 31 December 2021. This was agreed.

109 Volunteer Expenses

This item was no longer required due to the actions taken at the Swim England Board to reverse a number of proposed changes to the expenses policy. It was noted that there may be a need to relax the expenses policy for the Winter Championships due to the high cost of hotel accommodation in Winchester. It was noted that, in line with the expenses' policy, the Discipline Manager is able to authorise expenses above the guideline price.

110 Swim England Data Sharing Agreement

A copy of the updated agreement was circulated with the meeting papers. It was noted that this version reflected comments made by William Long when he was an RMB member. BD confirmed that there had been some amendments to Government guidance around information sharing relating to children and young people. BD to send details to BG.

It was agreed to endorse this agreement subject to any changes needed to reflect updated legislation.

Action: BD / BG / RFP

111 Youth Advisory Panel

A proposal was circulated in advance of the meeting. It was noted that there may be a correction needed to point 4 under Appointments. The proposal was endorsed by the RMB subject to any corrections that may be required.

Action: BG

112 Regional Agreement

RFP and ST attended a review meeting with Claire Coleman last week. It was noted that there are no major changes to the agreement proposed for 2022 with the 'paused' items remaining so. Progress was discussed and feedback was given on how the agreement has been working so far. It was understood that Claire Coleman will be looking to produce a more effective checklist to allow progress to be reviewed and reported more easily. As there had been no major changes to the agreement, the Board were asked to note the report given by RFP and ST.

Action: BG

113 Regional Strategy Update

ST provided an update on the work of the Strategy Sub Group. Work has also now been completed on an updated budget template which should help to track the areas of spend in relation to the different strategic areas. This has been sent to the disciplines for their 2022 budget submissions.

The RMB were asked to consider the organisation proposal circulated. It was hoped that this proposal would aid communications with the disciplines by getting them involved within the Development Group. This would provide a communication channel to provide updates, feed into items and raise any concerns. This would also incorporate a representative from the Youth Advisory Panel. It was confirmed that within this proposal each discipline would continue to be responsible for their own development.

Following discussion, it was agreed to support the principle of the proposal subject to more detailed work, although concerns had been raised particularly on the size of the group. It was agreed that ST and JD would work together on the proposal.

Action: ST/JD

114 Staffing Sub-Committee

It was confirmed that the Staffing Sub Committee had agreed to award a 4% pay increase to the Region's Staff from 01 January 2022 in line with the increase being offered to Swim England's nationally employed staff. It was confirmed that there had been no increase since 01 April 2019 and both cost of living and pay trends have increased. The TORs of the Staffing Sub Committee allow such decision to be taken by the group subject to it being reported to the Board. This decision will impact the Region's budget for 2022.

115 Affiliations & Resignations

New affiliations are now reviewed and approved by the Affiliation Sub-Group and are reported for information.

New Affiliations –

Aquaoaks Artistic Swimming Club (Sevenoaks) (Kent)

Affiliation Applications – Pending

Kingsnorth SC (Kent)

Enquiries –

Henley Open Water Swimming Club (ONB)

Isle of Wight Triathlon Club (Hants)

Action: BG

116 Swim England Regional Chairs Meeting

A report of the meeting had been given at the last RMB meeting and notes had been circulated when they became available. These were noted.

Membership Categories - A query was raised about the changes to membership categories and any impact this may have. It was confirmed that, at this stage, the changes were only renaming of categories, and did not change the categories themselves.

Role of the Counties – There was discussion around this item. However, it was also understood that work relating to governance within in the counties was paused within the Regional Agreement.

117 Correspondence

Swim England Board – Item was circulated earlier in the day. Nominations are being sought for a Member Representative on the Swim England Board. The South East are one

of the Region able to nominate a candidate for this position. The Region is able to make one nomination. Details will be added to the website and any nominations are to be sent to BG by the end of the month.

Action: BG

118 AOB

Winter SC Championships – The event will take place on 6/7 November at Winchester Leisure Park. It was confirmed that the event will comply with Swim England guidelines and there will be no spectators. The event is predicted to make a loss of £2350. It was noted the event will be live streamed. BG to circulate report.

Action: BG

119 Date of the Next Meeting

Sunday 21 November, 10am – Holiday Inn Guildford.

The meeting was closed at 20.32

DRAFT

AGENDA ITEM 11

MATTERS ARISING FROM RMB MEETINGS

Updated as at 12 November 2021

	SUMMARY OF AGREED ACTIONS	MIN REF	ACTION	COMMENTS
1	List of Assets BG to compile a list of assets for Trustees	13.10.2015 Min 140.3	BG	<i>Ongoing</i>
2	Constitutions 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	Regional Funding Policies 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	Regional Trophies 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. Update – 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>
5	Athlete Contributions / Overseas Camps Agreed that the policy on athlete contributions would be reviewed. The need for a policy on overseas' camps will also be explored. Update; It was agreed this would be passed on to the Strategy Sub Group to consider.	06.02.20 Min 4 Updated 28.06.21 Min 68	Strategy Sub Group	
6	Athlete Bursaries It was noted that in previous years only a small portion of the budget for 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. Update; It was agreed this would be passed on to the Strategy Sub Group to consider.	06.02.20 Min 5 Updated 28.06.21 Min 68	Strategy Sub Group	
7	Finance – Deposit Accounts The Finance Group recommends that the Board authorises the Regional Manager to investigate opening an account with another financial	17.06.20 Min 80 Updated	BG	<i>In Progress</i>

	<p>institution to have £80,000 transferred to. This was agreed.</p> <p>Update; 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>	08.02.21 Min 6		
8	<p>Regional Strategy & Operational Plan – Review & Strategy 2022-26</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>Update; 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>Update; The Board endorsed the Strategy Sub Group's initial proposal and next steps</p>	Updated 08.02.21 Min 4	Strategy Sub Group	<i>On Agenda</i>
9	<p>Vice President</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>On Agenda</i>
10	<p>Incorporation</p> <p>All other Regions except London and the South West have now passed resolutions at their ACMs to incorporate. It was proposed to put this to the ACM in April 2022, with incorporation to follow as soon as practical. It was hoped to get all paperwork ready by January 2022 to allow 2-3 months for this information to be considered in advance of the ACM. Other Regions have agreed to share template documents on the process they have undertaken. It was noted that there may be legal costs which will need to be budgeted for.</p>	07.09.21 Min 94	RFP	

Updated 12.11.21 BG