

Swim England South East
Regional Management Board

Minutes of Meeting held on Sunday 20th November 2022 at Holiday Inn Guildford starting at 10.00am

Present:	Roger Penfold (RFP)	Chairman
	Rosa Gallop (RG)	Board Member
	Jenny Gray (JG)	Board Member
	Mike Lambert (ML)	Board Member
	Chris Lee (CL) (zoom)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Prior (RGP)	Board Member
	Sara Todd (ST)	Board Member

Also in attendance (non-voting):

Carol Butler (CB) (zoom)	Open Water Manager
Bryony Gibbs (BG)	Regional Manager
Di Hughes (DH) (am only)	Artistic Swimming Manager
Kristie Jarrett (KJ)	Regional Club Development Officer
Ben McDonald (BM)	Regional Club Development Officer / WP
Manager	

122 Apologies

George Adamson
Sue Barker
Brian Deval
Andy Hewat
Glen Isaacs
Carys Jones
Shelley Robinson
John Tripp

123 Discipline Managers' Reports & Succession Planning Updates

1. Artistic Swimming

Along with the Artistic Swimming Report, reports had also been provided from the Regional Development Coach and Team Manager for the Squad. Athletes from Artistic Swimming must now come through the Regional Development Pathway in order to proceed to National Squads. This was the first time that the Regional Games had taken place, the squad achieved 2nd place in the figures, 5th in the land event and 2nd in the relay. Finishing 3rd overall. The land event was a new event which had to be submitted by video: all the Regions did this very differently and there were lessons learnt from this. The support package from GB at £3k was scaled back so the cost will be reduced. Instead of watching pre-recorded zooms from GB, a gymnastics coach was bought in to help with land work as well as specialist coaches to work with the squad.

Every four years FINA review the rules elements and content. These changes will begin to take effect in 2023 and are significant. FINA have ratified the changes and

these have been circulated to clubs. The national conference takes place on 03 December and this will confirm how Swim England will embrace these changes, which will be in place for the national events in March/April: the conference is usually attended by higher level judges. Due to this, additional money has been put into the volunteer training budget to run Regional upskill training for clubs who will not attend the national conference. It was noted that some experienced national judges have now stood down with the changes coming in.

For 2023 the squad staff will be structured slightly differently and will consist of two coaches as well as Kate Coupar to help with coordinating. There had also been an expression of interest from a Development Coach to support the squad. It was confirmed that all squad staff should receive expenses, including the Development Coach. A query was raised about laptops as these have been budgeted in prior years but not yet purchased. These were needed for running the grade days and it was agreed that these should be purchased before the end of the year.

2. Development

The Development report was noted. The Regional Agreement has been included on the agenda for the Development Group meetings, but had not progressed with Swim England. This was raised at the last Regional Chairs' meeting and continues to be progressed by the Regional team.

3. Disability Swimming

BM provided an update for Disability Swimming as SB was unable to attend. Swim England have made some changes to classification to ensure that it takes place across the county each year. As a result of this the SW and SE have been paired together and will alternate hosting a competition in September where classification will occur. The SW hosted this year and SE are due to host in 2023. The event will need to be booked by December to ensure Swim England can get classifiers to the event: it was understood SB is looking to host the event at Winchester. This has worked well although there are some challenges with the distances involved. It was understood that athletes can get classified at other Region's events, should space permit. Outside of the Regional events, other events have been set up by Swim England for classification a few times a year, when there was demand. The disability training that was scheduled to take place in November had to be cancelled due to low numbers. The frequency of regional training will be reviewed early in 2023. Athletes need to attend this training to be added to the classification waiting list.

4. Diving

AH was unable to attend. The Diving report was noted. It had been agreed that BM and JG would try to attend the next SEEDs camp. It was noted that currently a Diving Coach and Assistant Diving Coach course was being advertised at Tunbridge Wells. A Rigging course was referenced in the report, and BM would pick this up with AH and the IOS.

5. Masters Swimming

CL provided an update for Masters' Swimming as GI was unable to attend. Masters has had a successful year, with many records being set by swimmers in the Region. The regional Masters' events are very popular and are the most successful events outside of the National events. It was noted that Masters may require some additional

support. It was confirmed the BM does currently provide support to the Masters' group. It was understood that the only activity budgeted that did not go ahead was the Development Day. Support had been offered to run this, but it was felt by the Group that there was not the time available. It was queried if the disciplines have the time to deliver some of the development activities and if these should be supported by the officers. It was noted that a review of disciplines, to look at whether additional support needed now or in the future.

It was noted in the report that in terms of finance it was expected to finish the year around break, even despite there had been a large deficit budget requested for 2023. There is much less income budgeted for 2023 than has been received this year. A query was raised regarding swimmers from outside the Region and if they should be charged more to enter the Region's events. It was not known how this is handled in other Regions.

6. Open Water Swimming

CB reported that the Open Water Championships ran well. The numbers were much lower than expected which has impacted the income. The cost of the lake tripled unexpectedly which also resulted in higher costs. For 2023 a different venue was being considered but there were issues with using the car park. Due to this, the event had been moved back to Chichester but it now clashes with Goodwood, so changes will need to be made either to the venue or date. KJ is hoping to run the training camp at Thorpe Lake and is trying to get a meeting with the new manager there. The budget for 2023 has been increased as it is expected that costs will be higher. There is also money in the budget for officials' training as there are currently only 4/5 officials in the Region. There has been interest from a number of people but only a couple were able to get on the course run by Swim England in 2022.

7. Swimming

Swimming Development had now been moved across from the Development Group to the Swimming Group. This area is well supported with the work being led by KJ with direction from Swim England and input from the Coaches' Forum.

ML had to stand down as Swimming Competition Manager in January due to ill-health. The running of the Summer Swimming Championships was well supported by BD, KJ and the rest of the team during this time. A report came out of this with recommendations for the running of future events. There have been changes made with task groups now working on specific areas. It was reported that there were some issues with the entry portal/hytek for the Winter Championships due to new software being used. ML confirmed that there is an improvement plan in place, so it is not expected that these issues will be repeated. Financially, it had been planned for the Region to be split and for there to be no spectators. As neither of these things happened, there were lower costs and higher income than budgeted.

ML reported that it had been hard to judge the level of Swimming since Covid and the large drop off after age 17. To try and address this there will be an older men's category next year. Provisionally it has been decided to move 15 year old boys from the 'Youth' to 'Age Group' competition, the rationale for this being that girls mature earlier than boys. The results of the recent Short Course Championships showed this clearly. For most events, the same girls won medals in the open and junior categories. For almost all events, the boy's/men's open and junior medallists were different.

ML had previously been appointed as the interim Swimming Manager until the end of the year. ML confirmed he would be happy to continue in the role. If the role was to go to open recruitment, it was suggested this should be in July rather than January. It was agreed that ML's appointment as interim Swimming Manager would be extended until the end of July 2023.

Budgeting had been difficult as pools were not quoting further than 2/3 months in advance. A 10% increase has been included in the swimming budget for pool hire. It was queried if there had been any direction from Swim England about what to expect in terms of inflation / pool hire. RFP will raise at the next Chairs' meeting to see what Swim England are planning into their budgets.

Action: RFP

8. Water Polo

There has been difficulty recruiting volunteers within the group. Earlier in the year the Officials' and Events' secretaries both stood down, and to date no replacements had been found. BM has picked up officials' training during the year and workshop have been held in the Region. However, a new volunteer is needed to drive this forward next year and arrange practical sessions. No one has come forward to organise competitions going forward. It was noted that clubs wanted to move away from County competitions and an inter county competition has been budgeted for 2023, should a volunteer be found to organise this.

It has been possible to hold 3 x Assistant Water Polo Coaching courses which have been full and resulted in 45 newly qualified assistant coaches. A Coach course has also been successfully run. However, it was noted that there are still significant gaps in some club personnel reports with a number of clubs not having the required qualified coaches. It was agreed that the Swim England Coaching Policy should now be fully supported and implemented in respect of these clubs. It was agreed that all affiliated clubs in the South East who we believe have an active Water Polo section and are not currently displaying in their club personnel report the required qualified water polo coaches, be contacted to remind them of the policy and advise them that they will need to have a qualified coach or at least evidence of a course booking in order to be approved on their next SwimMark or Club Affiliation submission. The Institute of Swimming had been supportive of requests to run additional courses in the Region and Clubs will be offered the opportunity to host courses. This will be sent to Water Polo Coaches at the club as well as the Club Chair and Secretary. Queries were raised around the validity of insurance in cases where appropriately qualified coaches are not in place.

It was noted that all Regional Training sessions should also fully comply with the Swim England Coaching Policy and should only be attended by athletes that are Swim England Members.

Action: BM

124 Incorporation

The articles of incorporation were agreed by the Board at their last meeting. RFP & BG are working on the next steps. It was agreed that any decisions, if needed, will be made by email.

Action: RFP/BG

125 Finance

Budget Monitoring

There is currently a surplus of around £50k. There are still a number of costs to come in, including the Masters' Inter County competition, Winter Swimming Championships expenses and staffing costs. It is expected that there will be a surplus at the end of the year of around £30k.

Budget 2023

Most of the budget requests then submitted were agreed in principle at the October meeting. There were three outstanding items to be addressed;

- Artistic Swimming – a budget request has now been received with the deficit of £9.36k. It was proposed that this budget request be accepted.
- Masters Swimming – the proposed budget is very similar to the prior year except an increased cost for pool hire. The income budgeted is much lower than the amount that was achieved this year. It was proposed that the Masters budget be agreed with an adjustment made to the income to bring this in line with the income received for 2022.
- Disability Swimming – It was noted that the income from training days is higher than the amount of athletes that have been attending. The competitions are budgeted the same, however it is expected that the September competition will be more expensive. It was proposed to keep the budget the same as requested and review any variances.

With these amendments, it was expected the deficit would be around £78k. The proposals were agreed.

Swimming Offshore Camp – Additional Funding request

A request had been received for additional funding of £1135 for the Offshore Camp. This would increase the budget to a maximum of £24,135. This is to ensure that the camp conforms to Swim England's supervision guidelines of 1 coach per 10 swimmers (26 swimmers are attending). This request was agreed.

126 Regional Strategy Update

ST provided an update on progress with the Regional Strategy. Throughout 2022 the emphasis had been on establishing the new working model; essentially operationalizing the redefined Development Group and the Swimming Group. In addition, progressing the agreed Regional Agreement and associated objectives.

The Regional Agreement is a consistent framework used across the country with the intention to guide delivery of the Regional strategy in alignment with the strategy and objectives of Swim England. The content for 2022 was developed and aligned towards the end of 2021 and focuses on the strategic pillars (Sport Development, Talent Development, Workforce Development and Club & Membership Development) across all relevant Disciplines. The original intention was to conduct a quarterly review with Swim England but this has not continued beyond Q1. Nevertheless, the Regional Manager and Regional Club Development officers have continued to progress, guided by the Development Group. Additionally, the revised budgeting templates, geared towards the strategic pillars, have supported enhanced financial analysis. This will be further refined but, as an example, it is now possible to demonstrate spend/ investment in each area and by Discipline if required. Given the success of the Regional Agreement to deliver an aligned programme of work, a similar schedule will be developed, describing specific 2023 objectives and budget implications. If this is not to be continued by Swim England, the format and content could be simplified to meet Regional requirements and renamed to make it resonate more effectively.

It was originally envisaged to invite / include Discipline representatives to the Development Group meeting on a quarterly rotation, which was supported by some of the current Discipline representatives. It was agreed this would begin from January.

It was also noted that there may be a need to look at the contribution of volunteers to measure but also to look at risk.

127 Review of Communications

The communications' report was circulated in advance of the meeting. The report was noted and the Board recorded their thanks to BD for the great work put into the website and communications.

128 Club Officers' Update Reports

Reports from BM and KJ were circulated in advance of the meeting. The reports were noted and the Board recorded their thanks to KJ & BM for the excellent support they provide the Region.

129 Minutes of the Meeting held on 19 October 2022

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

Action: BG

130 Matters Arising

110 - Pool depth – This is discussed in the SOC Minutes (see Minute 133)

110 - Welfare officer – The role has been advertised but no applications have been received to date.

110 – Appointments – Regional Management Board Member – CL is working on skills matrix. This will also look at inclusion and diversity.

114 - Member Nominated Director of the Swim England Board – members will have received voting slips.

Landscape sheet

2. Constitutions – ONB has not yet had a volunteer come forward for this role.

It was agreed that items 3 Regional Funding Policies, 6 Athlete Bursaries and 10 SEEDs Diving Programme should be removed.

131 Affiliations & Resignations

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

New Affiliations – Approved

None

Affiliation Applications – Pending

Tonbridge Sea Turtles (Kent)

Out to Swim Brighton and Hove (Sussex)

Resignations

City of Rochester Swimming & Lifeguard Club (Kent) (31/12/22)

Enquiries

None

132 Correspondence

None received.

133 Sports Operation Committee Meeting Minutes

The minutes from the Sports Operation Committee meeting on 11 October were noted.

2.1 Competitive Diving Depths - Previously this guidance had said all swimmers must be trained to the standard of the competitive start award, the updated version states that they must hold the competitive start award. It was understood that this award may have been under review.

1.7.4 J1 training – it was noted that this is a very positive change as the requirement for officials to attend a L1/2 meet was a bottleneck for training.

Officials' Clothing – Swimming Group to review and put together a policy on officials clothing.

Action: Swimming Group

134 AOB

Expenses' Policy – It was agreed that the Finance Sub Group would review the expenses' policy.

Action: Finance Sub Group

135 Date of the Next Meeting

Tuesday 17 January, 7pm, Online

It was agreed that meeting scheduled for Monday 19 December would not be required.

The meeting was closed at 14.22

Regional Management Board

A meeting of the Regional Management Board will be held on Sunday 20 November 2022 at Holiday Inn Guildford commencing at 1000

Agenda

- | | | | |
|----|---|-------------|------|
| 1. | Apologies | RFP | 1000 |
| | <i>To receive any apologies from members unable to attend the meeting</i> | | |
| 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 enclosed | 1005 |
| | 2 – Development | AL enclosed | 1020 |
| | 3 – Disability Swimming | Enclosed | 1035 |
| | 4 – Diving | Enclosed | 1050 |
| | 5 – Masters Swimming | CL enclosed | 1105 |
| | 6 – Open Water Swimming | CB enclosed | 1120 |
| | 7 – Swimming | ML enclosed | 1135 |
| | 8 – Water Polo | BM enclosed | 1150 |

Items for Decision

- | | | | |
|----|---------------------------------|----------|------|
| 3. | Incorporation | RFP | 1205 |
| 4. | Finance | RGP | 1210 |
| | - Budget Monitoring 2022 | Enclosed | |
| | - To Agree the budget for 2023 | | |
| 5. | Regional Strategy Update | ST | 1225 |
| | | Enclosed | |
| 6. | BREAK | | 1245 |

Items for Discussion / Information

- | | | | |
|-----|--|----------|------|
| 7. | Review of Communications | BD | 1330 |
| | | Enclosed | |
| 8. | Club Officers Update Reports | KJ / BM | 1335 |
| | <i>To review the Club Officer Updates Covering June-November</i> | Enclosed | |
| 9. | Minutes of the meeting held on 19 October 2022 | RFP | 1355 |
| | <i>To agree the accuracy of the minutes of the previous meeting</i> | Enclosed | |
| 10. | Matters Arising | RFP | 1400 |
| | <i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i> | Enclosed | |
| 11. | Affiliations & Resignations | RFP | 1405 |
| | <i>New affiliations are now reviewed and approved by the Affiliation Sub-Group and are for information only.</i> | | |
| | 11.1 New Affiliations – Approved | | |
| | None | | |
| | 11.2 Affiliation Applications – Pending | | |
| | Tonbridge Sea Turtles (Kent) | | |
| | Out to Swim Brighton and Hove (Sussex) | | |
| | 11.3 Resignations | | |

11.4 Enquiries

None

11.5 Mergers

None

11.6 Change of Name

None

- | | | | |
|-----|---|----------|------|
| 12. | Correspondence | RFP | 1410 |
| 13. | Swim England Sports Operation Committee Minutes | RFP | 1420 |
| | <i>To review minutes of the Swim England SOC Meeting on 11 October.</i> | Enclosed | |
| 14. | AOB | RFP | 1430 |
| | <i>24 hours notice required</i> | | |
| 15. | Date of Next Meeting | RFP | 1435 |
| | Monday 19 December, 7pm, Online (if required) | | |
| | Tuesday 17 January, 7pm, Online | | |

Report to the Regional Management Board Artistic Swimming Group

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.

Fina Rules 2022 – 2025 and how the changes impact Artistic Swimming in the UK & South East.

Request for the Region to fund the South East GB Judge to upskill.

Regional Development Squad 2002 & changes to the Regional Development Squad staff for 2023.

New Regional Artistic Swimming Event planned for 2023.

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

Please briefly outline any significant developments in the delivery of your action / operational plan.

The group were are very grateful to Ben for his continued support of our discipline and for ensuring we are always on track with our action plan.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

The new South East Regional Development Squad commenced in 2022. There had been many changes made to how this squad would be selected, train and compete since COVID. The purposes of this squad was to train and enter the inaugural Regional Games event in May 2022 taking place in Bristol and also to be the pathway into the future National Squads (GB Senior, Junior & England Youth).

All six regions competed at this event. The aim of this event was to give the GB staff an opportunity to see the talent coming through the system and to see many of those competing at the Regional Games aspire to make England teams in the future.

Regional Games Results:

South East – 2nd in Figure Event

South East – 5th in Land Event

South East – 2nd in Relay Event

Overall/Final Ranking – 3rd

Additional documents attached – Coach report from Louise Fuller & Team Manager report from Emma Adams

3.2 Sport Development

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.

3.3 Clubs & Membership Development

I don't have access to this information!

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

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.**

Artistic Swimming National Junior & Senior Championships 2022:

Combination Team – 1st Reading Royals Artistic Swimming Club

Technical Team – 1st Reading Royals Artistic Swimming Club

Artistic Swimming National Age Groups 2022:

13 -15 Years Team – 1st Reading Royals Artistic Swimming Club

Shacklock Trophy 2022

1 Lily Halasi - Reading Royals Artistic Swimming Club

2 Florence Blinkhorn - Reading Royals Artistic Swimming Club

3 Francesca Pringle - Reading Royals Artistic Swimming Club

Artistic Swimming Combo Cup 2022:

Division 1 – Team 9 – 15 Years – 3rd Portsmouth Victoria SC

Division 1 – Team 13 -18 Years – 3rd Rushmoor Artistic Swimming Club

Division 2 – Team 15 & Under – 2nd Reading Royals Artistic Swimming Club

Division 2 – Team 15 – 18 Years – 3rd Reading Royals Artistic Swimming Club

Artistic Swimming National Masters Championships 2022

Free Combination Team Age 18 – 24 Years – 2nd Medway Artistic Swimming

Free Combination Team Age 40 – 64 Tears – 1st Rushmoor Artistic Swimming Club

Full set of results can be found here:

<https://www.swimming.org/artistic-swimming/artistic-swimming-results/>

Senior GB Squad 2022:

Daisy Gunn, Laura Turberville & Isobel Blinkhorn (Reading Royals Artistic Swimming Club) all competed at both the Senior Worlds & Senior Europeans setting new highs for the team events in the first season of the new programme. This achievement was alongside their University studies.

Junior GB Squad 2022:

Eleanor Blinkhorn (Reading Royals Artistic Swimming Club) competed in the technical duet at both the Junior Worlds & Junior Europeans.

Beatrice Crass (Reading Royals Artistic Swimming Club) competed in the mixed technical duet and mixed free duet at both the Junior Worlds & Junior Europeans and won medals at both events.

Eleanor Blinkhorn, Beatrice Crass, Rebecca Saunders, Madeleine Brown, Charlie Razzell & Elena Smith –Fernandez (Reading Royals Artistic Swimming Club) competed in the team events at Junior Europeans.

Cara Zeidler (Reading Royals Artistic Swimming Club) also trained with this squad but did not compete due to injury.

England Youth Squad 2022:

Florence Blinkhorn & Lily Halasi (Reading Royals Artistic Swimming Club) competed in the free duet event in Croatia, Youth Worlds & Youth Europeans.

Lily Halasi (Reading Royals Artistic Swimming Club) competed in the free solo event in Croatia, Youth Worlds & Youth Europeans.

Florence Blinkhorn, Lily Halasi, Francesca Pringle, Eva Narewska (Reading Royals Artistic Swimming Club) all competed in the team events in Croatia & Youth Europeans.

5. Finance

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

The South East laptops just about survived another year but will not make it to the end of 2023. This spend request in 2022 (£2,500) was not used and has been requested again in 2023.

We had many pool closures early in 2022 due to the storms that occurred early in the year. The Regional Squad did not train as much as had been planned hence the under spend.

We had requested £3,000 in the budget the new GB Training package for our Regional Squad 2022. There was a delay with this information being sent to the Regions and by the time the package was available we decided to go with the cheaper package which was only £1,500.

Many of our officials & volunteer training course did not take place as normal in 2022 as the Fina changes were due to be ratified at Congress in the Autumn 2022 and following these changes many of the syllabus will be rewritten and the new course launched early in 2023.

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

Report Completed by;

Name of author: *Di Hughes*

Position: *Artistic Swimming Manager*

Email Address: _____

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022

South East Regional Artistic Swimming Squad 2022 - Coaches report.

Trials

- Held on 18th December 2021 @ Guildford Spectrum pool.
- 33 athletes attended trials (N.B. eligibility requirements included those who competed in the 2021 Regional Figure Competition, born in the years 2005 – 2011 (inclusive)).
- Clubs represented at trials: OWASC, Hythe, RR, Rushmoor, AquaOaks, PVSC, PADS,
- The Regional squad was offered as a training squad, with possibility of competing in a domestic regional competition in May 2022.
- Athletes were asked to complete both land and water assessments (based on tests used for Youth GB trials), which were marked by a small team of qualified judges.

Squad Selection

- Every athlete that attended trials received personalised feedback on their performance and were encouraged to speak further to coaches if they had any questions or wished to discuss further.
- 20 athletes were successfully selected for the South East Regional Squad from the trials, from a range of clubs.
- These 20 athletes were later further selected in to 15 competitive athlete places (who would later go on to compete at the Regional Games domestic competition) and 5 training places (including 2 x 16 year olds who were ineligible for competition but showed significant talent to warrant selection in to the regional squad).

Training

- 6 Regional Training days were held between January – June 2022, comprised of both land and pool based training sessions. Venues used were selected based on availability and location, aiming to spread out training across different areas of the South East Region.
- Main focuses in pool training: improving technical skills, working on 13-15 Age Group Figures and improving speed swimming technique, stamina and times.
- Main focuses in land training: Strength & conditioning, Flexibility, Team building and preparing for the land routine portion of the Regional Games competition in June 2022 (see below section of report for details).
- One training day involved hiring Paola Basso (GB Artistic Swimming Coach) to lead training + provide expertise to both coaches and athletes. Other coaches from the South East Regional Clubs were invited to attend for learning and development.
- Hiring of external coaches specialising in speed swimming and gymnastics was utilised to further develop the athletes' progression in these areas.
- A training day opportunity with GB Coach Paola Basso at the WCP centre was provided for 8 athletes (top 6 13-15 year-old athletes from the competitive squad based on NAGs figure results (March 2022) + 2 x 16-year old athletes with potential to attend Youth GB trials were selected to attend, alongside lead and assistant South East regional coaches). Athlete training focused on building strong foundation skills for individual work as well as directly learning part of a GB routine from current GB squad athletes.
- A package of 6 webinars hosted and led by WCP coaches was purchased for Regional officials/coaches and athletes from all South East clubs to attend.

Competition

- 15 athletes were selected into the Competitive Squad to represent the South East Region at the Regional Games on Friday 3rd June 2022 @ Hengrove Leisure Centre (Bristol).
- 6 Regions attended: London, Midlands, South East, South West, North West & North East.
- The competitive squad included an age range of swimmers from 13-15 years.
- Criteria for the competition events:
 - 13-15 age group figures – compulsory figures (Ariana, Rio) + group drawn two days prior (Seagull, Swordtail). Top 8 figure scores taken for each region and averaged.
 - 6 x 50m relay race, under competitive swimming rules (E.g. using tumble turns and race takeovers). Team of 6 must include 3 athletes aged 11-13 years and 3 athletes aged 13-15.

- Land routine: 4 x athletes to complete a set land sequence with 2 x Acrobatic balance type moves chosen by each region (pre-recorded and sent for virtual judging). Team of 4 must include at least 1 11-13 year old athlete.

Results

- Figures: 2nd overall (top 8 ranked 4th, 6th, 8th, 11th, 18th, 19th, 23rd 28th out of 77 athletes). *Important to note that the South East Region had the highest ranked “top 8” athletes out of all regions.
- Speed Relay Race: 2nd overall, achieving a PB time on the day of competition.
- Land Routine: 5th overall.
- Total Ranking: 3rd overall region (15 points), following the Midlands (16 points) and London (20 points).

Feedback/Reflection on the season

- Locations and dates of training days needed to be altered considerably from the original dates sent out to athletes in the squad on selection (due to a combination of lack of venue availability, unforeseeable pool damages/repair works and dates clashing with re-arranged National Artistic Swimming events).
- Unknown criteria/competition & athlete requirements for Regional Games until March 2022 had large impact on coaching ability to plan and organise training sessions. This also prevented athletes to be informed of competition information, including content, dates and times until much later in the season.
- Luckily coaches had selected a range of ages into the squad which allowed entry into the Regional Games events, however this could easily have not been the case given this criteria of age-specific requirements was not known at the time of selecting athletes from trials.
- With regards to information detailing competition criteria (specifically the land routine) – coaches felt instructions were vague/lacking with respect to how to film the routine (angle), whether music could be used and the overall aim of the routine. If basing the land routine style on previous “land routine” competitions (such as the virtual games), this presents a very different picture to that of a presentation-based routine. Coaches have fed back to the organisers on this point, requesting clearer instructions and explanation of aims of event.
- Coaches felt that it would be beneficial for the Regional Games competition to include an aspect of pool routine event – such as a pre-set routine with optional music/travel/patterns/costumes. Many of the athletes voiced they would have liked to work on a routine as a region, as many do not have others within their own club that are of similar standard to themselves. In addition, given that Regional Programmes are with an aim to feed into Youth/Junior GB squads, Coaches felt it would be beneficial to assess, develop and showcase routine skills within Regional Squads.
- Improvement in both water and land skills for all athletes was evident across the season.
- As a recommendation for next year, it would be beneficial to only have those athletes competing in the land routine (+ reserves) at the session where it will be filmed. This will allow more coaching focus on these specific athletes and less distractions/difficulties with space.
- It may be beneficial to have a final training session following the competition next season, to revisit some of the testing from the original trials to provide specific feedback on athlete progress and also for the athletes to come together a final time to celebrate their squad season.
- It could be considered for next season to host training weekend camps as well as training days, as sometimes it proved challenging to fit all the necessary training topics into one day. This would also aid preparation for those going on to future GB squads as often “training camps” are part of the WCP athlete training programme. An overnight stay during this weekend camp may optimise squad cohesion and team building also.
- Attempts were made this season to source a sports psychologist to provide education and tools to aid competition day preparations. Unfortunately efforts were not successful in providing this for the 2022 athletes, however coaches are keen that this is of priority for next season to aid mental preparation and health for competitive athletes.

Dear Di

Please find below my report on the South East Regional Squad this year

I am pleased to say that the squad placed third overall against some tough competition, however the year didn't go without its problems. Finding appropriate pool time that was big and deep enough for the whole squad was a struggle and even when time was sourced we faced pool closures and needing to find alternative venues. We tried to source pools in different areas within the South East in order to ensure that it was fair for all athletes and their parents, with some needing to do longer journeys than others. I feel this worked well, however we need a clear plan from the start as to when/where sessions will take place so parents/coaches can plan ahead, especially when they clash with their club training sessions. I appreciate that when it comes to competition dates we are at the mercy of Karen Thorpe and her team but I would like to recommend that pools for the whole season be booked before or as close after the trial as possible so that as soon as athletes are chosen they are given all dates.

Unfortunately we didn't do as well in the land portion of the competition as we had hoped. This is partly down to not having an appropriately sized room when it came to filming (those not being filmed had to sit in the corner all huddled up and try to stay out of frame as it was being done during their training time) and also not giving those athletes the time they needed to practice their routine. I would like to recommend that if this element is kept in for next year's competition that we give the chosen athletes extra time on top of their usual squad training to practice and film, and that this time is just for them and the coach to go through everything without the worry/need to keep the other athletes busy, but also without the other athletes missing out on training time. I would also recommend that the athletes are chosen sooner into the programme so they are given a chance to practice at home between sessions, with the look to possibly add in some of the land elements into the trial so there is a better picture of who can be considered right from the start.

We were very lucky to have been joined by a gymnastics coach and a speed coach to help their development further, however it was very difficult to source these coaches, some of them being organised very last minute. I feel these extra coaches need to be organised as soon as the training dates are booked so that the coach can plan appropriately and inform the parents of these special sessions ahead of time.

The days where we took athletes to the GB training were good, and the athletes loved the days, however these were also organised at the last minute with some athletes missing out due to not being able to get the time off school. I believe this was down to a miscommunication between the GB staff and us, so if the Region were to purchase this again I feel a clearer understanding of what we have paid for is required.

Emma

Report to the Regional Management Board Development 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.

At this time there are no specific items that need to be either discussed with the RMB or brought to their attention other than various budget discrepancies which will be itemised later in the report.

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.**

The main focus of the Development Group has always been around education, specifically with our very successful bursary schemes which are ongoing. Now we getting back to what we look on as normal we will be actively looking for more development opportunities to benefit our athletes along with all our teachers, coaches and volunteers.

2. Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

Regional Development camps

We have run two development camps for the selected 12 year olds from across the region. This included 36 athletes from 24 different clubs. Both took place at ACS School, Cobham in September and October.

Para Swimming camps – Two training days have taken place with the next one booked in for November

- 16th April 2022 – 16 athletes attend
- 10th July 2022 - 10 athletes attend

Open Water Camp

Details have been included in the open water report.

3.2 Sport Development

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.

Club affiliation – We have 57 clubs due to complete this by January 2023. Initial emails were sent out to all club in October 2022.

SwimMark – The region currently has 102 SwimMark clubs. These are required to reaccredit annually.

3.3 Clubs & Membership Development

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

Team Manager 1 – Number of workshops delivered 12, Attended 262 people, booked 348 people, 2 more workshops to be delivered this year.

Team Manager 2 - Number of workshops delivered 4, Attended 72 people, booked 106 people.

Team Manager Presenters – No update - we have 5 that have done the first stage of training but since this they have not been engaged with the training. This is similar to other regions.

Young Volunteers 2021-22 – 96 People engaged with programme, 66 People (68%) completed, 3,448 Hours Volunteered.

Young Volunteers 2022-23 – The programme has gone live in October

Youth Advisory Group – Opened the application but very poor uptake from members. Group decided to not take this project any further.

Regional Coaches' Forum – This group continues to meet 5/6 times per year online.

Time to Listen Courses – to date we have run 5 courses this year including 44 Welfare Officers.

Coach Developer Programme – We have continued to match fund this programme with Swim England. 8 swimming coaches in the South East have been allocated a coach mentor.

3. 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.**

European Junior Championships in Bucharest:

- Eva Okaro (Sevenoaks)
- Darcy Revitt (Guildford City)
- Lucy Fox (Wycombe District)
- Sophie King (Woking)

Ella Dyson (Wycombe) LEN open water GB

Maisie Brown (Rushmoor) European Youth Olympic festival.

4. **Finance**

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

There have been a number of underspends on last year's budget, a lot of this has come about because of the difficult circumstances that we have all had to work with. Where possible they have been dealt with in the budget request for 2023. The underspend on safeguarding bursaries is being addressed and a new process is being developed to make it easier for Clubs to claim.

Team Manager Budget – This is under budget because Ben has been the presenter due to low number of Team manager presenters.

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

Report Completed by;

Name of author: Alan Lewis

Position: Chair Development Group

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022

Disability Report

We had 12 swimmers who travelled down to Bristol on Saturday 25th September for a combined South West/South East Para competition.

Unfortunately, we received very little information re this competition until Friday 16th to support with officiating. I understand the South West have enough officials but we do have two officials officiating from the South East. The region will be paying the expenses for these two officials. The two officials did not officiate so we provided a referee. The meet will be booked for next year in the South East Region.

We continue to hold swimming camps which are normally well supported by swimmers, clubs and coaches unfortunately the camp for November has had to be cancelled due to lack of numbers.

March 2023 it is planned to hold a Development Para competition and hopefully classifications as well.

We will also be running a Disability Awareness course for officials during the day.

European Down's competition will take place in March 2023.

A British Down's competition is taking place in Crawley, November 2022

More competitions are taking place now and our athletes are beginning to go to these competitions but it has been a very slow process post Covid.

There were a number of Para swimmer's at the winter championships and hopefully there will be more next year.

A number of our swimmer's will be attending the Para Winter meet in Glasgow later in November.

Report to the Regional Management Board Diving 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.

Our development programmes have been very successful this year with competition results to match. Particular the case with some of the smaller clubs doing well at National events. Given where we have come from at the beginning of the year this is very satisfying and a testament to all the hard work by the divers, coaches and volunteers.

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.**

Continuing improvement in numbers and participation in events but not back to pre-pandemic levels yet. With such tight constraints on all budgets sport will take a hit when it comes to facility hire fees but so far little impact reported.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

The South East development programs are ongoing and very successful. This is a proven programme which is now again producing results at National level.

3.2 Sport Development

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.

The Commonwealth Games success in the diving pool has had a real impact on numbers of new divers joining the club learn to dive programmes.

3.3 Clubs & Membership Development

Sussex

Prior to COVID, Sussex had three active diving clubs / diving sections, during the lockdown, Sussex diving lost one diving club, two springboards (at different pools), however one has been replaced, one diving coach retired which resulted in the diving section ceasing, leaving one

active diving section.

The remaining diving section has one coach and one diving teacher, diving numbers are increasing slowly and divers from the closed diving clubs are accepted so they can continue with their chosen sport.

A County diving competition has been arranged for November 2022 but it is expected that numbers will be low and only members from one club will compete.

A diving development afternoon is planned and is open to all affiliated divers in the county from those new to the sport to established divers.

it is hoped that the Sussex Diving Manager will be able to recruit parents into qualifying as officials and diving teachers.

Berkshire:

Albatross is an volunteer run club based in Reading, Berkshire. It's current home pool is at Abbey School with 1m and 3m platforms and a 1m springboard. On Saturdays all competition squad divers train in Hemel Hempstead and on 3 Sundays a month in Southampton. Competition squad divers and their coaches travel on average 660 miles a month over their home pool journey for 3m springboard and platform training. In summer 2023 Reading will have a new 5m training facility that should alleviate some of this travelling need.

Post covid the club returned to training and competition in a strong position. Across the whole club including the Learn to Dive programme only 3 divers did not return to training having decided to take up other sports. Over the past year additional pool time has been hired to support a growing programme and the popularity of the sport, in part due to prominence of diving in the Commonwealth Games and the mainstream televised showing of the Senior Europeans. Since September 2022 23 new divers have joined the Learn to Dive programme, growing the total club size to 74. As a sport we tend to measure and focus success on podium positions and international representation, but our retention and growth in challenging circumstances is something that we are particularly proud of. This too is shown in the success of our older divers who stay in the sport despite the distractions of teenage years and not only compete to podium placings but also commit to become coaches and national judges.

Surrey:

At the South East Region Age Groups in Southampton on May 1 – 2, two divers from Star Diving Club Guildford competed and achieved their recommended qualification scores for the National Age Groups. Caitlin Maytham (B - 14/15) claimed silver in both the 'open' and 'closed' on 1m (220.85) and was fourth in the 'open' and runner-up in the 'closed' on platform (205.50). Lyra Guise Tucker (B - 14/15) won the 'open' and 'closed' on 1m (235.55), came fourth in the 'open' and first in the 'closed' on 3m (244.20) and was runner-up in the 'open' and winner of the 'closed' on platform (224.30). Unfortunately, Caitlin was injured just before the National Age Groups and had to withdraw.

Ten divers from Star Diving Club Guildford competed at the South East Region Skills in Tunbridge Wells, with nine of them achieving national qualification scores. In E Girls (8/9), Libby Edelson won the open and closed categories on 268.40. In D1 Girls (10), Florence Brindley came third in the open and first in the closed on 283.00. In D2 Girls (11), Sophia Harris came second in the open and first in the closed on 290.05. In C1 Boys (12), Leo Robinett won both the open and closed categories on 312.90. In B+ Girls (14/16), Eva O'Reilly, Tegan Fookes, Tessa Fenwick and Rebecca Blohm finished second (346.15), third (340.20), 12th (266.20) and 13th (264.95) respectively in the open. They were first, second, eighth and ninth respectively in the closed. In the B+ Boys (14/16), Alex Cookson took silver in both the open and closed on 315.55.

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

There is still a shortage of tutors with only 3 or 4 available nationally to run Level 1 or Level 2 courses. Other courses for officials is now nationally co-ordinated and making significant progress to provide material that is consistent and available to all. The on-line methodology seems to be working well with positive feedback from most candidates.

Albatross have been particularly supportive of national events with 1 at Senior Nationals, 3 at Junior Elites, 2 at National Age Groups and 1 at National Skills, having gained a further Judge 2 and Judge 1 during the year. Elsewhere, two coaches completed their L1 diving qualification

in June: Justine Houzego and Camilla Argent.

One particular diving qualification course that is missing and being requested is a Rigging Course. This needs to be specifically for diving as diving has rigs over trampolines, dry boards and over boards in the pool. As best we can tell there is only one person qualified to take this course and they reside in Sheffield. There is no one in the south of the country.

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.**

Lauren Saunders, GB Junior Elite silver medallist on 1m and 3m springboards in Group B girls.

Hernan Mosqueda-Jolly, National Age Group gold medallist on 1m and 3m springboards in Group A boys

Harry Healey, National Age Group gold medallist on platform in Group A boys

Molly Lefever, National Age Group silver medallist on platform Group A girls

Maya Peche, National Age Group silver medallist on 3m springboard and bronze medallist on platform in Group A girls

Lyra Guise Tucker (B - 14/15) dived in all three individual National Age Group events - 1m, 3m and platform - plus 3m synchro, and medalled in them all. She teamed up with Lucy Parker of Luton Diving Club for the A/B Girls 3m synchro, taking silver on 193.44. Lyra went on to claim silver on 3m (276.85), bronze on platform (219.80) and another silver on 1m (237.30).

At the National Skills Finals in Leeds in July, the Guildford divers came away with two golds and two silvers – plus three other top 10s. Libby Edelson was ninth in E Girls on 254.85. Florence Brindley came sixth on 270.40 in the D1 Girls. Sophia Harris took the silver on 292.25 in the D2 Girls. Leo Robinett won the C1 Boys on 322.00. In B+ Girls, Eva O'Reilly won on 360.85 and Tegan Fookes took the silver on 356.80. In B+ Boys, Alex Cookson came eighth on 287.35.

5. **Finance**

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

It is noted that the two regional diving competitions had reduced entry numbers leading this year to a reduction in the entry fees.

The regions JPads are 10 or more years old. The manufacturer is in Plymouth and during the recent National events held there they were returned to them for refurbishment and firmware upgrade. This exceeded the hardware budget by an amount but means that they should be good for a further 10 years.

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

Report Completed by;

Name of author: A Hewat

Position: Diving Manager

Email Address:

Phone Number:

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.

- Master's events continue to be very popular, with each event has reached capacity before the closing date. Very positive feedback and unprompted from SER swimmers regularly received.
- Our strategy for SER swimmers first is now embedded.
- To execute any further strategic activity more volunteers or part-time paid helper is now required

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.**

- The Masters' operational group continues to dedicate a large amount of time to ensure the smooth delivery of our events programme.
- The masters working group consisting of representatives from each 'home county' and key subject matter experts continues to add value
- We held our first coaching forum in March. The two-way feedback was very useful in helping to shape our future events
- Further growth has been limited due to the total hours invested in events

3. Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

The athletes' development day was budgeted and planned however due to the time invested, in all other activities this event did not go ahead

3.2 Sport Development

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.

- After Swim England Nationals SER events are the most popular in the country.
- The region offers the most comprehensive events programme in the country. This includes championships for LC and SC, plus a 1500m event and our event for relays only. All championship events now include qualifying times and a clear poolside policy (A legacy from COVID restrictions)
- Our events are now adding further sophistication with live streaming, commentary, swim shops, photography, and therapeutic recovery
- **Long Course Championships**
- This is a two-day event and was again at capacity.
- **7 World Records, 8 European records, and 17 British records set. 51 EBP's set**
- Male swimmers participating 232 with the oldest 86 years
- Women 239 oldest 91
- **Short Course Championships**
- This event moved to the K2 in 2021, since then the popularity has now taken off. The pool hire is more expensive than the spectrum.
- This event is over 2 sessions and reached full capacity.
-
- **1 World Record, 2 European Records, and 9 British Records set plus 55 Meet Best Performances** (excluding the 400IM which was a new event so all gold medallist's now held the Meet Best Performance).
- Men 178 oldest 86
- Women 138 oldest 91 (entered but did not swim. Oldest swimmer was 84 years)
-
- **1500m**
- This is a single-session event with a capacity of 48 swimmers. This reached full capacity. (4 pulled out on the day)
- Women 18 oldest 79 years
- Men 26 oldest 81 years
-
- **Relay Championships**
- This event is an experiment, with two dates booked. The first of which was completed on the 1st Oct after the SC championships
-
- **3 British records set**
- **10 EBP's set**
- **18 EBP's established**
- Womens teams 45
- Mens teams 34
- Mixed teams 47
- Total teams 126

3.3 Clubs & Membership Development

No information available that is specific to masters

3.4 Workforce Development - including coaches, officials, group members

We held our first coach's forum in March this year. 8 members participated.

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 clubs and details of the event they competed in. This will be included in the Annual report.**

See attached sheet

5. **Finance**

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

Strong management over finances continued in 2022. Overall we are on track to deliver a break-even performance.

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

It is clear the volunteers are operating a maximum level.
We need further volunteers or investment to grow into our 'new' strategic areas. I would like to thank those who have given their time to ensure the masters' community can continue to enjoy this sport to a very high standard

Report Completed by;

Name of author:

Position: i.e. Diving Manager

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022

SC Masters Records set at SER events

Event	Age	Name	Club	Record	
200m Breaststroke	50/55 Years	Michael Hodgson	Woking		British
200m Butterfly	80/84 Years	David Cumming	Basingstoke Bluefins		British
200m Breaststroke	60/65 Years	Amanda Heath	Spencer	World, European,	British
200m IM	60/65 years	Amanda Heath	Spencer	European,	British
400m Freestyle	45/49 years	Fleur Turner	Basingstoke Bluefins		British
100m Backstroke	50/54 years	Joanna Corben	South Downs Trojan		British
200m Freestyle	280/319 years		Spencer		British
400m Freestyle	280/319 years		Spencer		British
800m Freestyle	280/319 years		Spencer		British

LC Masters Records set at SER Events

Event	Age	Name	Club	Record	
50m Backstroke	90/95 years	Jane Asher	Kings Cormorant	World, European,	British
	50/54 years	Joanna Corben	South Downs Trojan		British
100m Backstroke	90/95 years	Jane Asher	Kings Cormorant	World, European,	British
200m Backstroke	90/95 years	Jane Asher	Kings Cormorant	World, European,	British
50m Freestyle	90/95 years	Jane Asher	Kings Cormorant	World, European,	British
50m Backstroke	90/95 years	Jane Asher	Kings Cormorant	World, European,	British
50m Breaststroke	80/84 years	Anthony Gimson	Mid Sussex Marlins		British
	60/64 years	Amanda Heath	Spencer		British
	60/64 years	Dave Milburn	Newbury	World, European,	British
100m Breaststroke	60/64 years	Amanda Heath	Spencer		British
	60/64 years	Dave Milburn	Newbury		British
200m Breaststroke	60/64 years	Amanda Heath	Spencer	World, European,	British
	60/64 years	Dave Milburn	Newbury		British
200m IM	60/64 years	Amanda Heath	Spencer	European,	British
50m Butterfly	35/39 years	Georgina Heyn	Teddington		British
100m Freestyle	80/84 years	Anthony Gimson	Mix Sussex Marlins		British
200m Freestyle	45/49 years	Fleur Turner	Basingstoke Bluefins		British

Report to the Regional Management Board 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.

After a long break due to Covid and the Jubilee Celebrations, this years' event proved extremely difficult to organise. The current venue had increased their charges dramatically and changed their layout requiring the additional purchase of changing facilities. We did not have confirmation of safety cover or the use of additional car park at Rolls Royce until 2 weeks' before the event. Numbers had reduced and will need to be built up again, but all regions experienced the same issue. I would like to thank Kristie and Brian for their support during those difficulties.

We have been actively seeking an alternative venue to hold both the Regional Championships and Development Camp, but this is proving difficult. Negotiations are still ongoing at Thorpe Lakes M25/M3 junction which we feel would prove of interest and accessible to more swimmers but we cannot guarantee this will come to fruition with the new Manager causing additional issues. We are still waiting an actual face to face meeting with him after 2 visits. In the meantime, a provisional booking has been made at our current venue.

London have found a new venue at Watford with sufficient parking and facilities, but we feel that the travelling distance involved currently is too great to merge. They also could not provide me with information on water depth, weed growth etc to know how it would progress. Their event is 2nd July.

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 the Development Camp and Regional Championships ran successfully with positive feedback.

At the Regionals, the addition of the swim-through finish from the East Region gave the swimmers experience of the requirements at the Nationals and other Championships going forward. At the request of the coaches in 2020, we also added a 1Km Novice event to provide an opportunity to try out the discipline over a shorter distance. We were disappointed by the take up on this as it runs very well in the East Region. We will continue to offer this event for 2023 and then monitor its' efficacy. We had also increased the number of age groups in each event to try to encourage more entrants. We hope this will provide growth in 2023.

More opportunities for Masters to compete had been added but again not taken up despite so many having taken up open water swimming during lockdown.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

The annual open water development camp took place on the 6th June at the Excel LC and Shepperton lake. 36 athletes were selected between 12 – 15 years. The camp was led by Head Coach Ian Keys (Wycombe) and was supported by 5 skills coaches, Team Managers were David and Carol Butler. England talent have requested that this camp forms part of a distance programme initiative in 2022/2023 season. This should incorporate a pool distance training day. Much like for the regional competition, finding the ideal open water venue is challenging.

3.2 Sport Development

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.

One competition was run with 152 swimmers entered over the 4 events – 5Km, 3Km inc Masters, 2Km inc. Masters, 1Km Novice.

5Km – 18 men 16-18 years/27 women 16-34years; 3Km – 20 men 14-16 years/32 women 14-65years; 2Km – 15 men 12-61years/23 women 12-57 years; 1Km – 5 male 11-20 years/6 female 11-15yrs

3.3 Clubs & Membership Development

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

The Officials Course was rewritten in April and a course run on 30th April 2022. We had 7 interested parties but only Karen Fowler managed to attend. I received a further list of 7 other interested parties in May but Swim England did not run another despite my request. All 14 people were invited to attend our Championships to gain some experience and act as marshalls or other work but unfortunately none took up this opportunity. Some are parents of current swimmers.

As soon as I am informed of a training schedule in 2023, I will contact those currently on the list and also ask our Officials Co-ordinator to go out to the clubs again seeking additional interested parties. In order to complete the practical side of the qualification, officials will need to travel to as many events at other regions events end June to late July involving travelling long distances and staying overnight in order to be mentored, so I have included support for this in the 2023 budget.

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.**

Ella Dyson (Wycombe) – European Open Water Championships – Rome 2022, 19th place.
Maddie Emmett (Guildford City) – LEN cup Barcelona – 12th place.

5. **Finance**

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

There were additional expenditures with the Championships this year due to the location having removed the indoor changing facilities and using metal changing containers which will not be suitable for children when wet. Two 3x6m gazebos and flooring have been purchased which can be used in the future. The cost of the venue increased dramatically due to requiring 2 of their safety canoeists to bolster those from the local canoe club; charging for opening early and for Friday set up. We saved as much as possible by using personal equipment from organisers and officials. With equipment coming from both the East and London and a lack of local officials, there was an increase in hotels and mileage payments.

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

Report Completed by;

Name of author:Carol Butler/Kristie

Position: Open Water Manager

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022

Report to the Regional Management Board 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.

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.

The RMB agreed my appointment as interim Swimming Manager until the end of 2022. I would like to continue, but will respect the Board's decision if it is preferred to go for an open recruitment process.

I am in the process of defining a job and person specification for the role.

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.

I stood down as Swimming Competition Manager in January because of serious ill-health.

Early in 2022 the RMB approved a new Region Strategy which recommended that Swimming Competition and Swimming Development be combined under the control of the Swimming Manager. Having made a good recovery from my illness, I was appointed Interim Swimming Manager in May.

I no longer convene meetings of the whole swimming group. Instead, as Swimming Manager, I have convened specific groups tasked to deliver specific activities, such as the 2022 Winter (Short Course) Championships, 2023 Long Course Championships, 2023 Swimming Development planning and Meet Licensing.

2022 was a year of recovery for the sport. Because of lock-downs in 2021, the overall standard of swimming in the region had dropped and several clubs were struggling financially. That did pose some challenges in organising competitions, because of difficulties in setting appropriate qualifying times.

Development activities were largely delivered by staff; competitions by volunteers.

In the year, we ran 2 major Swimming Championships (for details see below).

- Long Course (Spring) in April/May
- Short Course (Winter) in November

We operate within guidelines set by the Swim England Swimming Discipline Group and run competitions according to guidelines published by the Swim England National Licensing Committee.

We had lengthy interactions with Swim England over two issues during the year:

1. New guidelines for the depths of pools for all form of swimming which were introduced without consultation, and which would have caused a number of clubs in the region

significant problems. Those guidelines were withdrawn and have not yet been brought forward in a modified form.

2. The Region Licensing Panel (correctly) recommended that two meets in March be downgraded in rankings because the number and qualification of officials did not meet the published criteria for meets. This was reversed by Swim England, without consulting the region. The cause of the problems was related to the COVID pandemic and subsequently, a number of decisions were agreed with Swim England.

- The clubs involved have been required to submit a list of officials before subsequent conditions (for the rest of 2022)
- The region has published guidelines on how meets that don't conform to license meet criteria. See <https://www.southeastswimming.org/wp-content/uploads/2022/06/2022-05-19-Licensed-Meet-Policy.pdf>
- Changes have been made to remove some blockages from qualification of J1s.

Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

Talent Development

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

Regional Development camps

We have run two development camps for the selected 12 year olds from across the region. This included 36 athletes from 24 different clubs. Both took place at ACS School, Cobham in September and October.

Para Swimming camps – Two training days have taken place with the next one booked in for November

- 16th April 2022 – 16 athletes attend
- 10th July 2022 - 10 athletes attend

Sport Development

Summer Championships 2022 (Long Course)

Organisation of this competition was significantly impacted by my illness. That the competition went ahead and was successful is a tribute to a team that came together in mid-January to pick up the ball. Brian Deval effectively took on the role of Event Director, with support from Alan Thurlow, Mark Sadler, Kristie Jarrett, Natalie Ford and the Coaches Panel.

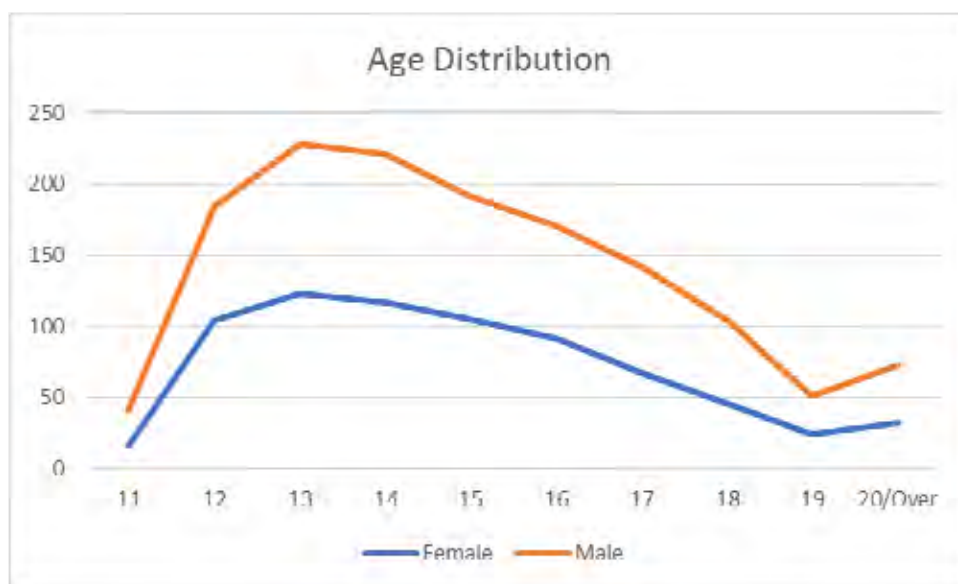
The proposal to split the region "Youth Championships" into 2 halves was dropped because of the lingering effect of COVID on the number of volunteers and officials.

The competition took place over 3 weekends:

- 23rd/24th April @ K2 Crawley
- 29th April – 2nd May @ Wycombe
- 7th/8th May @ K2 Crawley

This was the first competition since COVID where we admitted a limited number of spectators.

The number and age distribution of swimmers was as follows:



Age	Female	Male
11	16	25
12	104	80
13	123	105
14	117	104
15	105	86
16	92	79
17	67	75
18	46	58
19	24	27
20/Over	32	41
TOTALS	726	680

Winter Championships 2022 (Short Course)

This year's competition took place at Winchester on 5th/6th November.

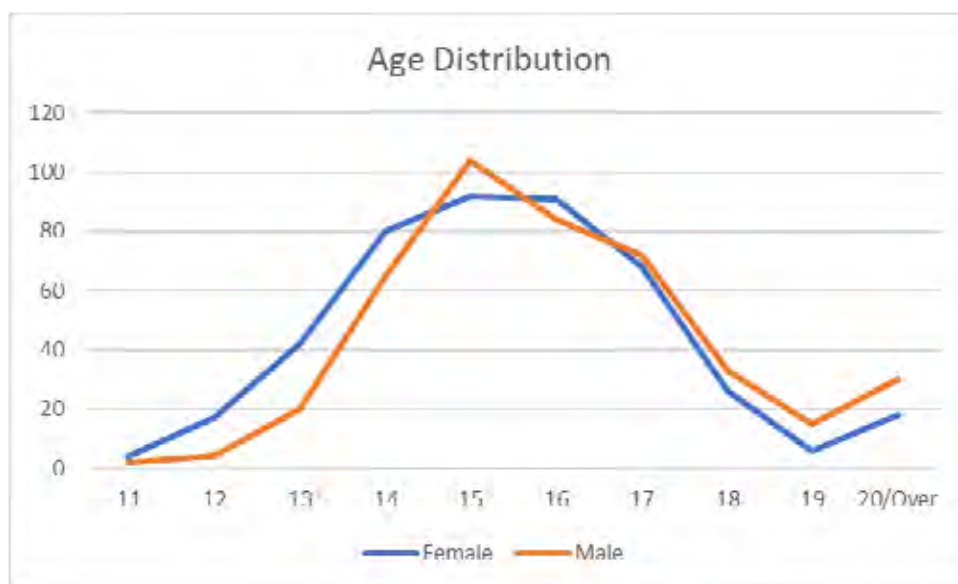
To respond to criticisms over the number and quality of swimmers rejected and to respond to a request to increase the number of swimmers in 400m, 800m and 1500m events, we restructured the competition into 2 sessions, with in session finals.

With the benefit of hindsight, we accepted too many entries, on the assumption that nothing would go wrong, We had no contingency. Unfortunately, there were some errors in entry processing which meant that we had to reinstate a considerable number of swimmers who were previously rejected. This resulted in sessions that were too long. To address this we had two almost equally unacceptable alternatives

1. Reject swimmers who had previously been accepted
2. Drop finals and swim all events HDW

As Event Director, I chose to drop finals. We are currently carrying out a detailed review to make sure that lessons are learned.

The number and age distribution of swimmers was as follows:

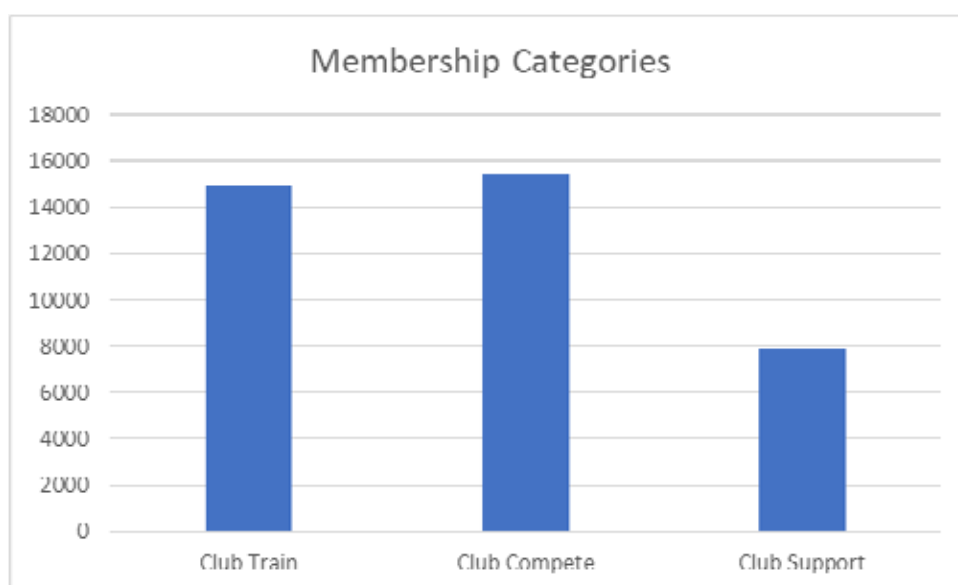


Age	Female	Male
11 (Jnr)	4	2
12 (Jnr)	17	4
13 (Jnr)	42	20
14 (Jnr)	80	65
15 (Jnr)	92	104
16 (Jnr)	91	84
17	68	72
18	26	33
19	6	15
20/Over	18	30
TOTALS	444	429

Clubs & Membership Development

The region currently has 174 registered clubs, 102 of which are SwimMark accredited.

The region currently has 38,410 member registrations, which represents 36,390 unique members¹.



¹ Some members are registered with multiple clubs.

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

Team Manager 1 – Number of workshops delivered 12, Attended 262 people, booked 348 people, 2 more workshops to be delivered this year.

Team Manager 2 - Number of workshops delivered 4, Attended 72 people, booked 106 people.

Team Manager Presenters – No update - we have 5 that have done the first stage of training but since this they have not been engaged with the training. This is similar to other regions.

Young Volunteers 2021-22 – 96 People engaged with programme, 66 People (68%) completed, 3,448 Hours Volunteered.

Young Volunteers 2022-23 – The programme has gone live in October

Youth Advisory Group – Opened the application but very poor uptake from members. Group decided to not take this project any further.

Regional Coaches' Forum – This group continues to meet 5/6 times per year online.

Time to Listen Courses – to date we have run 5 courses this year including 44 Welfare Officers.

Coach Developer Programme – We have continued to match fund this programme with Swim England. 8 swimming coaches in the South East have been allocated a coach mentor.

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.**

European Junior Championships in Bucharest:

- Eva Okaro (Sevenoaks)
- Darcy Revitt (Guildford City)
- Lucy Fox (Wycombe District)
- Sophie King (Woking)

LEN open water GB

- Ella Dyson (Wycombe District)

European Senior Open Water Championships

- Ella Dyson (Wycombe District)

European Senior Open Water Championships

- Maddie Emmet (Guildford City)

European Youth Olympic festival.

- Maisie Brown (Rushmoor Royals)

Commonwealth Games – Team England

- Adam Barrett (Wycombe District) – Finalist 50m Butterfly
- Katie Crowhurst (Wycombe District) – Golf Medallist Para Triathlon

Swimmers who are MEMBERS of Clubs in the Region

Commonwealth Games

- Kieran Bird (Wycombe District) Team Wales
- James McFadzen (Wycombe District) Team England – 200 IM Finalist
- Tom Dean (Maidenhead) – Medallist
- Alicia Wilson (Guildford City) – Finalist

European Championships

- Kieran Bird (Wycombe District) Gold medallist
- Tom Dean (Maidenhead) – Gold medallist

Finance

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

There were major variances in 2022, because of the continuing impact of COVID. The development budget submitted assumed that most development activities including an overseas camp would go ahead.

The competition budget assumed that continued COVID restrictions would mean no spectators.

Item	Budget	Actual	Reason for Variance
Offshore camp	(£14400)	0	Camp did not happen because of COVID
Swimming Development	(£7500)	(£2750)	Development activities curtailed because of COVID. Coaches development events organised by Swim England
Summer Swimming Championships	(£18600)	(£6500)	Budget assumed 10 days of competition Actual competition was 7.5 days Budget assumed no spectators Live streaming video not budgeted
Winter Swimming Championships ²	(£4850)	£2478	More swimmers accepted than originally planned Budget assumed no spectators Live streaming video not budgeted

Any other comments to be included in the Annual Report

We now must adapt to a new reality after the COVID pandemic. Prior to the pandemic, we paid lip-service to capacity limits in pool halls and spectator galleries, with significant overcrowding.

That is now a thing of the past and in planning competitions, we must be aware of these constraints.

Implications of this are that the number of competitors will be constrained by the amount of space available around the pool (unless there is an overflow area, such as a sports hall with direct access to the pool) and the number of spectators is limited by the maximum capacity set by health and safety. That must consider the space required for meet management and video cameras etc. That will inevitable result is less income from spectators.

It is very difficult to budget for swimming competitions, especially for pool hire, where operators are

² The figures for the Winter Championships are provisional estimates.

currently reluctant to quote hire fees more than a few months ahead.

Despite this, the Swimming Group has decided not to make any increases in entry fees. For the 2023 Long Course Championships, race fees will remain at £7 for individual events and £14 for team events.

We are making changes to the organisation of the 2023 Long Course Championships to allow us to better balance the number of swimmers we accept across different ages. We have provisionally decided to move 15 year-old boys from the "Youth" to the "Age Group" competition. The rationale for this is that girls mature earlier than boys. The results of the recent Short Course Championships showed this clearly. For most events, the same girls won medals in the open and junior categories. For almost all events, the boys'/mens' open and junior medallists were different.

I have been reporting a shortage of appropriate pools for region competitions for many years. While we would love to see a 10-lane 50m pool with a thousand spectator seats in our region, that is not going to happen.

However a new 8-lane 50m pool at Winchester came on stream just over a year ago. That gives us access to two pools with the following characteristics:

- 8 lanes LC or SC
- Wide pool surrounds
- A large sports hall with direct access to the pool
- A high-speed internet connection (sufficient to support Live Streaming)
- Sufficient parking within a short walk

We have been able to schedule our 2023 Long Course Championships at these two pools.

Report Completed by;

Name of author: Mike Lambert

Position: Swimming Manager

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022

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.

There is a great shortage of volunteers willing to step forward and fill empty positions. This includes official's secretary and competition organiser. Without these positions being filled no officials course and no South East Water Polo competitions will be organised.

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.**

We have been able to arrange multiple coaching courses and all clubs should now have a qualified coach on poolside all of the time. A number of clubs still have unqualified coaches' coaching but this should continue to decrease as more courses are put on. All Water Polo Assistant courses in the south east have been full.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2022-31 December 2022:

3.1 Talent Development

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

Water Polo Regional training has continued with limited/ no official guidance's from swim England on what is expected. It's become clear Swim England don't actually know what Regional training is going on. They are hoping to roll out a new national programme for the England training squad. The impact of this to Regional training is unknown.

3.2 Sport Development

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.

3.3 Clubs & Membership Development

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

2022 has seen a focus on qualifying the water polo workforces. The following courses have taken place

- Multiple Swim England Assistant Water Polo Coach
- Swim England Water Polo Coach Course
- Table Officials
- Club Level Referees courses
- Regional Level Referees courses

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.**

Still waiting for this information from coaches

5. Finance

Performance against Budget 2022. Please highlight any significant over/under spends and why these have occurred.

Significantly under budget due to a lack of volunteers to arrange events.

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

N/A

Report Completed by;

Name of author: Ben

Position: Water Polo Manager

Email Address:

Phone Number:

Please forward your completed report to bryony.gibbs@southeastswimming.org by 10 November 2022



Overseas Swimming Camp – Request for Additional Funding

FOR DECISION

The Regional Management Board is asked to approve an additional £1135 for the overseas swimming camp in Luxembourg in Q1/2023.

Background

The Board has approved a budget of £23,000 for the overseas swimming camp in Luxembourg.

The Coaches Forum have identified the need for an additional coach to conform with Swim England guidelines of 1 coach per 10 swimmers (we have 26 swimmers).

The Board is asked to increase the budget to a maximum of £24.135.

The coaches would like to remind the Board that the reason to increase the number of swimmers (for 2023 only) was to recognise swimmers who would have qualified for the cancelled 2022 camp, which meant that there was a significant underspend on Swimming Development in 2022.

Strategy Group Report

Regional Board Meeting, November 20th2022

Prepared by Sara Todd, on behalf of the Strategy Group.

Purpose : To review progress made in 2022 and set out proposed objectives for 2023

Introduction

Throughout 2022 the emphasis has been on establishing the new working model ; essentially operationalizing the redefined Development Group and the Swimming Group. In addition, progressing the agreed Regional Agreement and associated objectives. Both sub-groups have adopted new Terms of Reference; those for the Development Group have been posted on the Regional website. This group is now fully focused on co-ordinating the support across all aquatic disciplines in the region. The Technical / Discipline groups have been represented by the Regional Club Development officers, who have also driven the activities contained in the Regional Agreement.

The Regional Agreement

The Regional Agreement is a consistent framework used across the country with the intention to guide delivery of the Regional strategy in alignment with the strategy and objectives of Swim England. The content for 2022 was developed and aligned towards the end of 2021 and focuses on the strategic pillars (Sport Development, Talent Development, Workforce Development and Club & Membership Development) across all relevant Disciplines. The original intention was to conduct a quarterly review with Swim England but this has not continued beyond Q1. Nevertheless, the Regional Manager and Regional Club Development officers have continued to progress, guided by the Development Group. (see attached) . Additionally, the revised budgeting templates, geared towards the strategic pillars, have supported enhanced financial analysis. This will be further refined but, as an example, it is now possible to demonstrate spend/ investment in each area and by Discipline if required. The table below is merely indicative of one possible retrospective analysis, providing information useful to support future planning. Further refinement could more actively attribute investment and budget applications to the Regional Plan activities.

Strategic Pillar	% Planned Total Budget (rounded)	Forecast Year End % (Indicative only/ tbc)	Comments
Sport Development	31	6.2	Income from competitions has exceeded expectations
Talent Development	36	16	
Workforce Development	32	22	
Club & Membership	1	0.3	Does not include associated staffing costs

2023 Proposed Focus

1. Regional Agreement

Given the success of the Regional Agreement to deliver an aligned programme of work I recommend to develop a similar schedule, describing specific 2023 objectives and budget implications. If this is not to be continued by Swim England, the format and content could be simplified to meet Regional requirements and renamed to make it resonate more effectively. A quarterly progress report should be instigated for RMB review.

2. Discipline Reporting

It was originally envisaged to invite / include Discipline representatives to the Development Group meeting on a quarterly rotation, which was supported by some of the current Discipline representatives. This should be reviewed.

3. Communication

To consider refined approach to communication of the Strategy and Regional Agreement to Clubs and membership.

Swim England South East Region – communications

Summary – 2022 activity

The Region's communications activity has continued to evolve throughout 2022 and engage a growing audience across all platforms.

Website

This remains our most important tool with consistent activity that builds significantly around major events (championships etc). The site is also used to support the work of our Club Development Officers (CDO) through the provision of online booking for courses etc.

Over the past 12 months we have had 48k users (46k new users) with 101k sessions. 78% of these users accessed the site through mobile devices (phones) and 19% through desktops/laptops with just 3% using tablets. Unsurprisingly, the swimming menu was the most popular for visitors.

During our two most recent swimming championships the site supported spectator booking and Event Maker recruitment tools. This is reflected through the growth in new users.

Over the coming months it is expected that site navigation will need to be reviewed to reflect the demands and expectations of the Regional Strategy. Similarly the importance of access through mobile devices must influence how we develop the site and arrange navigation.

There are four site editors (three staff and one volunteer) who have access to the site and manage content. In addition, we are supported by the web developer who provides technical advice and support.

Social Media

Our social media activity is primarily passive with the intent of driving traffic to the website. With this approach we can avoid starting or being drawn into discussions that can easily become controversial. There have only been a couple of occasions where we have had to moderate comments.

We recognise that not everyone uses social media, but we need to recognise that these tools are increasingly the norm and provide an important gateway into our community.

Social media channels each have different demographics. We have, until now, focussed our work on Twitter and Facebook but need to grow our activity on Instagram. This will help engage with younger audiences.

All social media channels have matrix management through three staff and one volunteer.

Twitter

We currently have 3,000 followers.

Facebook

We currently have 1,500 followers.

Swim England South East Region – communications

YouTube

The live streaming of our swimming competitions has been through our YouTube channel. Apart from engaging an remote audience this has proved to be a helpful tool for swimmers and coaches to return to and watch the event as a learning/coaching experience.

This not only grows the audience but adds significant value to the initial investment of the live broadcast. For example, the live stream audience of session 1 of the 2021 Winter Championships was around 900 people but it has now been viewed over 6,500 times.

Live Stream – volunteer engagement

We are currently developing some short videos to play during live streaming of events to engage audiences to become Technical Officials and Event Makers so that they can support our swimming events. Each video would typically be 30secs long and focus on the benefits to self and the sport by joining the swimming community.

Newsletter

We publish a monthly newsletter 11 times a year (February – December) providing key information for swimmers, volunteers, and professionals in our sport. The editorial approach is to provide essential information, as early as possible, in a bite size format and drive audiences to more detailed information elsewhere.

Content is developed by three members of staff and submitted on the 20th of each month for publication on the first of the month.

There are currently 989 GDPR compliant subscribers with another 400 accessing the Newsletter in other ways. Around 60% of all articles, where there is a link, are opened by the reader looking for more information.

The back-end database enables direct contact with segmented groups, eg Masters, technical officials and club administrators should it be needed. Subscribers also change regularly with some unsubscribing each month while others join. This reflects the churn of people through our sport.

Regional branding

The region has a variety of branding assets available to all discipline managers, but these are not widely used beyond swimming and, in some examples, have been 'evolved' to suit personal preferences.

The assets include:

- Shirts for volunteers and officials
- Promotional flags and banners
- Stationary
- Water bottles
- Athlete kit

The development of 'evolved' branding should be discouraged because it causes confusion and take the focus away from the region and its investment. This has been noticeable in

Swim England South East Region – communications

water polo where items of kit were found to be on sale through a specialist retailer. They have now been removed.

Where we purchase items for distribution, we seek competitive quotes from a range of possible suppliers including Mailsports as is set out in our agreement. So far Mailsports have not proved competitive as a supplier of water bottles and polo shirts.

If discipline managers need items to suit their events, they need to request these in advance so that they can be developed in time. It may also be appropriate to issue discipline managers with larger items that they can manage locally.

Club assets

As we emerged from the pandemic clubs asked us to help them by producing a range of poster that they could access to help promote their offer. With support from Swim England, who allowed us to utilise assets from their 'Tokyo' campaign, we developed a small range of posters that clubs could download from the website. These assets remain available.

Annual report

As we call for discipline reports for the Annual Report can I make a plea to discipline managers to take photographs to accompany their reports.

Photos need to comply with Wavepower welfare guidelines and should be at least 1mb in size. Do not embed them into the report as this makes them almost unusable. All pictures should also be captioned and have been have parents' permission for use if they are of younger athletes.

If there is any doubt, please email comms@southeastswimming.org for more information.

Brian DeVal

comms@southeastswimming.org

13 November 2022

Ben McDonald - Regional Club Development Officer
Report to Regional Management Board June 2022 – November 2022

Team Manager's Course

- Team Manager 1 (2022) - Number of workshops delivered 12, Attended 262 people, booked 348 people, 2 more workshops to be delivered this year.
- Team Manager 2 (2022) – Number of workshops delivered 4, Attended 72 people, booked 106 people.
- Upskilling Presenters – No Update
- We are expecting Swim England to change the ratios of Team Manager and Coaches. It's unclear what time line Swim England are working on.

Young Volunteer Programme

- Young Volunteer Programme 21/22 - 96 People engaged with programme, 66 People (68%) completed, 3,448 Hours Volunteered.
- Young Volunteer Programme 22/23 – First intake has opened in October and will start in November. This year's programme will include 2 online workshops followed by volunteering at their local club.
- Youth Advisory Group – Opened the application but very poor uptake from members. Development Group decided to not take this project any further.

Discipline Support

- Masters - Supported the group by email and attending online meetings. Time has been spent updating website with news and upcoming competition information. Offer was made to support the group with a Development day/ online workshop as this was budgeted day but group did not want it
- Para Swimming/ Disability group – The Group have not had any formal meetings. The Next South East Para day was due to take place on Sunday 13th November. Following discussions with Zoe and Carl this day has been cancelled due to low athlete Bookings. Start Para – Swim England have just awarded funding to Farnham to start this program. I am currently working closely with Swim England to make this work successful.
- Diving – Very Limited information to update the board regarding. Following the most recent Development meeting myself and Jenny will be getting in contact with Andy to arrange a visit to a SEEDS training day.
- Artistic Swimming – Supported by emails and attend meeting. The sport are have some big changes and the group have worked together to best support the community going forward.
- Water Polo – No Meeting has taken place but yet another Assistant Water Polo Coach course has started with a further 15 coaches attending, supported the delivery of table and referees courses. Volunteers within water polo is dropping however a high level of interest with courses.

Club Affiliation (Kent, ONB, Sussex)

- 30 club successfully completed Club Affiliation for January 2022.
- I expect this to take a substantial amount of time in November and January.

County Support

- Attended meetings with Kent and Oxfordshire and North Buckinghamshire face to face and sent reports to meetings when been unable to attend.

Development group

- Attend the Development Group meetings bi monthly



Kristie Jarrett - Regional Club Development Officer

Report to Regional Management Board November 2022

Main areas of work

- Regional Swimming talent pathway programmes, including Open Water
- Coach development
- Support Hampshire/ Berkshire and South Bucks/ Surrey county ASAs
- Coaches' Forum
- SwimMark/ Club affiliation
- Time to Listen courses

Talent Pathway programmes

- The regional 12-year-old camps took place on the 11th September and 29th October at the ACS International School, Cobham. 36 athletes were selected from 24 different clubs. Alex Vine (Maidenhead) was Head Coach, skills coaches included Ewan Quibell (Wantage), Fabian Whitbread (Maidenhead), Riaan Steyn (Guildford), Hannah Wilson (CMK), David Cummings (Amersham), Kieran Trimmer (Wycombe), Jasmine Strudwick (Dorking), Sydney Lee (Farnham), Matt Naunton (Shiverers)
- A team of 26 athletes have been selected to represent the region at the Luxembourg Euro Meet in January. Lynne Harrison will be travelling as Team Leader; the coaching team is to be confirmed on the 12th November at the Coach forum meeting.

Coach Development

- Amanda Booth does not currently have the capacity to continue in her role as a coach developer. We have recruited David Vine (Reading) and Lee Spindlow (Guildford City) to share the role.
- David and Lee will now work alongside Kevin Brooks as a mentor to 9 coaches across the region. The South East are involved in the review meetings with Swim England and in the selection of coaches to be mentored.

County Support

- I have attended Berkshire and South Bucks and Hampshire Meetings during this period.

Coaches Forum

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

Time to Listen Training

- To date we have run 5 courses this year including 44 Welfare Officers. We have one more course planned for 2022 which is fully booked at 12 participants.

SwimMark/ Club Affiliation

- We have maintained 102 SwimMark clubs in the region during this period.

- 21 clubs are due to complete their SwimMark this quarter, 18 of which are full accreditations.
- 27 clubs in my counties are due to complete Club Affiliation this quarter. New club, Reeds School have successful managed to complete the process in October, unfortunately the Isle of Wight Triathlon Club never managed to complete their affiliation and have now been unaffiliated.

Swim England South East
Regional Management Board

Minutes of Meeting held on Wednesday 19 October 2022 as an Online Meeting 7.00pm

Present:	Roger Penfold (RFP)	Chairman
	George Adamson (GA)	Board Member
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Jenny Gray (JG)	Board Member
	Chris Lee (CL)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Prior (RGP)	Board Member

Also in attendance (non-voting):

Bryony Gibbs (BG)	Regional Manager
John Tripp (JT)	Regional President

108 Apologies

Mike Lambert
Carys Jones
Shelley Robinson
Sara Todd

109 Minutes of the Meeting held on 07 September 2022

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

Action: BG

110 Matters Arising

95 - Pool depth – This is discussed in the SOC Minutes (see Minute 118 below).
95 - Welfare Officer – There had not yet been further progress with recruiting a Regional Welfare Officer. A targeted approach had been taken initially. It was agreed the role would be openly advertised through the website and included in the November & December newsletters.

Action: BG

95 – Identification of Top Club Trophies for Youth and Age Group Championships – There has been no known progress. Regional Masters had been expecting to receive trophies but were unable to access these, so plates had been purchased. Proposed that salvers be purchased to present at the Winter Championships to the Top Clubs from earlier in the year. This was agreed.

Action: BD

95- John Davies – BD has a template certificate and will progress artwork.

Action: BD

95 - Appointments – Regional Management Board Member – CL is working on skills' matrix and will report back.

Action: CL

Landscape sheet

9 – Overseas Training Camps/Competitions – This had been discussed by the Development Group, but no recommendation had been brought forward. Previously, discussion had taken place regarding the value to the discipline and financial contributions of athletes. Swimming were proposing to go to Luxemburg in January. No other disciplines have included offshore camps in budget requests for 2023.

111 Incorporation – Draft Company Articles

The draft articles had been circulated in advance of the meeting. RFP proposed that these were adopted on behalf of the Region. RFP thanked BG, Susan Harrison, CL and ST for their work on the articles. Counties were also thanked for their input. It was noted some articles were highlighted where what was proposed differed from what currently happened within the unincorporated association.

The proposed articles were agreed unanimously. It was agreed that any inconsistencies, typos or grammatical errors could be corrected without referring back to the RMB.

Action: RFP/BG

112 Staffing Sub Committee

The minutes of the Staffing Sub-Committee had been circulated by email. The recommendation to increase the contracted hours for the post held by Kristie Jarrett to 30 hours per week from 01 October had been approved by the majority and had now been actioned.

The Staffing Sub Committee had agreed within delegated powers to award a 4% pay increase to the Region's Staff from 01 October 2022 in line with the increase being offered to Swim England's nationally employed staff. The TORs of the Staffing Sub Committee allowed such decision to be taken by the group subject to it being reported to the Board.

113 Finance – Budget 2023

The Finance Group had met and discussed the budget submissions received for 2023. A report was circulated in advance of the meeting and was discussed.

Two items were raised that had not been included in the report:

1. Licence meet fees. RMB took the decision previously the Licence meets should go to general funds rather than swimming. Following discussion it was agreed these would remain in general funds.
2. Officials' licences. This had been discussed at the Development Group, this is currently included in the Development budget. This will remain in the Development budget for 2023 but will move to the relevant discipline budgets from 2024 onwards.

RFP – 19.40 left the meeting CL took the chair

Following discussion, the Board were asked to agree the following recommendations;

1. Agree to refer back the budget submissions for Masters' Swimming and Disability Swimming.
2. To defer any decisions on Artistic Swimming until their submission has been received.
3. To accept all the other budget submissions
4. To agree to release the moneys 'ring-fenced' for Disability Swimming to General Funds.

5. To consider allowing the Swimming Group to increase entry fees to cover excess costs of pool hire if they materialise.

All actions as outlined were agreed.

Action: RGP/BG

114 Member Nominated Directors of the Swim England Board

A call for nominations had been received from Swim England. Five Regions are able to put forward nominations. It was understood that Neil Booth is willing to stand again. There is currently limited representation from the South at a national level within either the Swim England Board or Sports Operations Committee. CL confirmed he would be willing to stand, and this was supported by those present. BD agreed to review nomination/CV.

Action: CL/BD/RFP

115 Affiliations & Resignations

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

New Affiliations – Approved

None

Affiliation Applications – Pending

Jersey Water Polo Club (Hants)

Tonbridge Sea Turtles (Kent)

Resignations

None

Enquiries

Epsom College (Surrey)

Out to Swim South (Sussex)

Suspensions

Isle of Wight Triathlon Club (Hants) – Lapsed Membership

116 Swim England Regional Chairs Meeting Minutes

The minutes of the Regional Chairs' meeting on 26 September were noted.

117 Swim England Board Meeting Minutes

The minutes of the Swim England Board meeting on 14 September were noted.

118 Sports Operation Committee Meeting Minutes

The minutes from the Sports Operation Committee meeting on 13 September were noted.

It was noted the Safeguarding featured in both the SE and SOC minutes, it was understood that this will be a focus going forward.

119 Correspondence

None received.

120 AOB

None received.

121 Date of the Next Meeting

Sunday 20th November 10am Holiday Inn Guildford

GA and BD gave apologies for the next meeting.

The meeting was closed at 20.01

DRAFT

AGENDA ITEM 10

MATTERS ARISING FROM RMB MEETINGS

Updated as at 14 November 2022

	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	
8	Incorporation 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	07.09.21 Min 94	RFP	<i>In progress</i>

	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.			
9	Overseas Training Camps/Competitions The Finance 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.	21.11.21 Min 123	Development Group	<i>To be reviewed following 2023 offshore swimming camp</i>
10	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.	21.11.21 Min 123	Diving Group	

Updated 14.11.22 BG

Swim England Sport Operations Committee

Minutes of the meeting held 11 October 2022, via Zoom

Draft minutes subject to approval at the next meeting

Present:	Joan Wheeler (JW) Ian Mackenzie (IM) Ellie Conway (EC) Keith Munday (KM) John Hidle (JHi) George Wood (GW) Jon Glenn (JG) Rebecca Cox (RC)	Swim England Board Member (Interim Chair) Swim England Member Young Athletes Panel Swim England Member Regional Chairs Representative Sport Development Director Learn to Swim and Workforce Director Swim England Business Engagement Director & Institute of Swimming Managing Director
Staff:	Ali Sibcy-Allen (AS-A) Claire Coleman (CC) Sarah Green (SG)	Operations Administration Manager Head of Development Head of Educator Training (Item 4.1)

Min No:

1. Standing Items

1.1 Chairman's welcome

JW welcomed members to the meeting.

1.2 Apologies

John Hewitt, Neil Booth, Alex Harrison.

1.3 Declarations of Interest

None recorded.

1.4 Declarations of AOB

1.4.1 Update on Health and Safety forum.

1.5 Minutes from previous meetings:

1.5.1 13 September 2022: The minutes were agreed to be a correct record of the meeting.

1.6 Actions from previous meetings

1.6.1 Ref 22.22 Risk Assessment Portal: Update received from insurers, key contact had been out of the business due to illness. Progress has been made. Update to be provided in November.

1.6.2 Ref 22.24 Code of Ethics: Progress made with three LG's, remaining should be completed before November meeting.

1.6.3 Ref 22.4 Supervision Ratios: Educational requirements have been identified across the disciplines. No issues with ratios, working on communication to community.

1.6.4 Ref 22.28 LG TORs: JW and CC to have catch up meeting to finalise.

1.6.5 Following discussion regarding the Insight team attending the January meeting to present LTS and Workforce audit results it was agreed to invite Insight to include the November meeting to update on [England] Swims data.

Action: Insight team to be invited to November meeting to present [England] Swims data.

1.7 **Leadership Group Updates**

1.7.1 Artistic Swimming: Lots of activity has been going on within AS, primarily around the FINA rule changes. Concerns over competitions and the availability of suitable pools. Two-day, in person, conference being held in December for coaches and officials with the focus on FINA rule changes.

1.7.2 Clubs: Nothing to update

1.7.3 Diving: AH was unable to attend the meeting so will circulate an update via email.

Action: AH to circulate update.

1.7.4 Swimming: Updates are being made to the J1 training to remove the need to attend L1 or L2 meets to qualify. Conversations are being held about the requirement to wear white for officiating. Conversations are ongoing regarding meet licensing for third party organisations.

1.7.5 Water Polo: BWPL will be reducing the number of divisions due to a lack of referees and table officials. There is a group scoping the possibility of a new conference league which will require a lower level of official. Consideration is also being given to developing a junior league. Judicial processes for Water Polo are being reviewed due to the current timescales in progressing matters. A proposal will be brought to SOC in due course. Recruitment for the group is ongoing.

1.8 **SE Board minutes** 14 September 2022
The minutes were noted.

2. **Items for Decision**

2.1 **Competitive Diving Depths**

JG provided an update on the current position with the insurance provider and the recommendation for a transition period for clubs until September 2023 after which all diving would need to be in to water 1.35m or deeper. During the interim period, the risk of diving into shallow water would be mitigated by limiting the height from which participants can dive into water that is 1m to 1.35m in depth and requiring relevant risk mitigations to be put in place as appropriate. Diving will not being permitted at all into water under 1m in depth. All swimmers would also be required to hold their Competitive Start Award.

Once the paper is finalised, following confirmation from the insurers that the mitigations would be acceptable, SLG will have a meeting to consider the proposal following which a final document will be brought back to SOC members to ratify. JG is to confirm if the SE Board also need to approve due to the changes in regulations and impact on insurance.

Members discussed concerns over the level of the Competitive Start Award. It was noted the LTS team have been tasked with producing resources to support the

clubs and highlight the importance of members completing the award properly. JG is to look into clubs declaring on OMS that swimmers have passed the award which will help to increase the profile and significance of the award.

The safety of turns in shallow water was raised. JG advised that this issue had been risk assessed and that further action was not considered to be necessary.

The new FINA depth requirements for AS will be looked at and appropriate action taken if deemed necessary.

Action: JG to:

- **Bring proposal back to SOC following agreement at SLG**
- **Investigate OMS recording for the Competitive Start Award.**
- **Check whether the proposal will need to go to Board.**

2.2

Artistic Swimming rule change

KM advised that FINA are introducing substantive changes to the structure of AS with routine difficulty being declared in advance by coaches and officials requiring further training.

SOC members were asked to consider the three proposals:

- Agree to adopt FINA changes from 1 January 2023.
- Recommend to the SE Board that the changes are adopted.
- Support the ASLG in implementing the changes using internal staff resources.

Discussion considered the feasibility of the timescales in delivering the changes for 1 January 2023, noting that this would be ambitious. It was agreed that support would likely be available but the proposed plan would need to be elaborated to determine the skills and resource needed to drive delivery forward. The scope of the changes will be wide-ranging and will require input from numerous teams who will need to factor this into their work programmes as well as arranging for upskilling of the wider workforce.

SOC members agreed that further details are required to understand the resourcing implications, from both staffing and financial perspectives. There is a requirement for GW to spend time understanding the changes to assess the requirement of his team.

There is an understanding for the need to bring the rules in for international competition but time can be taken to ensure a structure framework and phased introduction to the clubs within agreed timescales. It was agreed that the enthusiasm from the ASLG is welcomed but the internal management of resources needs to be considered within the plan.

SOC members agreed with concerns over the speed of implementation but were supportive of delivering the changes within realistic timescales. GW advised that he will meet with CC and Karen Thorpe (Artistic Swimming Programmes Lead) to define how a project plan can be outlined and bring this back to the November SOC meeting.

Action: GW to meet with CC and KT to develop plan.

SOC thanked the ASLG for their work so far on this issue, and the future work on it that they will complete.

3. Items for Discussion
3.1 Strategy discussion

GW advised members that the strategy paper was the same as the SE Board had received. The Board have requested small amendments but are happy with the 'direction of travel' of the document and a high level implementation plan will be presented to them on 14 December. The paper has also been shared with the Regional Chairs who are supportive.

Moving forwards, the way of working will be moving towards a more collaborative approach with an even greater focus on learning. Members agreed it is important to increase both access to and the desirability of aquatics for all and this should be reflected in the wording.

Once finalised, the aim will be to communicate the strategy as widely as possible and it will be made public. Engaging with stakeholders to implement the strategy and co-create solutions will be key.

The importance of improving diversity and inclusion was recognised with members noting that Swim England will need to lead from the front to drive changes.

At the face-to-face meeting in January it is proposed that time will be spent looking at the elements of the strategy which are most relevant for SOC members. The meeting will consider how the strategy can be most effectively brought to life through the sports and for example any requirements to develop discipline specific strategies to ensure alignment and working together to achieve a common goal.

Action: Strategy discussion to be added to January meeting agenda.

4. Items to Note
4.1 Business Engagement update

RC introduced an overview of her directorate advising more focussed sessions can be delivered in future if required.

The Business Engagement (BE) Team are responsible for collaboratively driving income across multiple business areas and are usually the first port of call for people wanting support.

The key areas of the BE team were outlined as:

- Working with Operators
- Train the workforce
- Support the provision of sustainable facilities

The BE Team work with operators to promote links from LTS, school swimming and clubs in conjunction with other departments. SOC members suggested more could be done to promote the pathways, potentially becoming a core education piece for parents.

A further key area of work for the BE team is the network meetings that are held. The pool owner and operator meetings that were established during COVID are well attended with high engagement levels.

RC continued to provide details of Business Solutions which was launched in 2019 and provides an assessment of centres to offer tailored recommendations for improvement and maximisation of the aquatic offer.

The Water Wellbeing Accreditation was highlighted, which supports facilities to become a health hub. There will be 48 sites added by early 2023 with another 150 sites anticipated by the end of 2024.

Sarah Green was welcomed to the meeting to share the coach education pathway and structure. SG started by outlining the key departments involved in the pathway and their roles, including the Institute of Swimming and the technical expertise across the organisation, highlighting the collaborative process involved in developing the qualifications.

Members queried the potential to incorporate a greater focus on the soft skills of coaching in addition to the technical element. SG agreed more could be done but this would increase the length of the course, an alternative possibility of developing as a CPD was noted.

SG advised that she will liaise with the team regarding plans for upskilling individuals who have completed previous iterations of the coaching courses to ensure their knowledge is up-to-date.

SG was thanked for attending.

5. AOB

- 5.1 **Health and Safety Forum:** GW reported that Lois Jarvis (Director of Legal) has led an open recruitment process which has identified a strong candidate for the Chair role with relevant experience. Following agreement on the final details GW will circulate a proposal via email to SOC members for their approval.

Action: GW to circulate proposal re: Health and Safety Forum Chair role.

- 5.2 **2023 meeting dates:** the dates proposed to enable alignment to SE Board were agreed.

- 5.3 **Energy prices and pool viability:** KM suggested promoting simple hygiene practices to members could help operators reduce the frequency of energy consuming activities (e.g. backwashing). RC confirmed that this has already been promoted to operators but it could be revisited and circulated to clubs as well.

6. Future Meeting Dates (all online unless stated otherwise)

- Tuesday 22 November 2022, 10am
- Tuesday 17 January 2023, 11am – in-person at SportPark
- Tuesday 28 February 2023, 10am
- Tuesday 2 May 2023, 10am
- Tuesday 27 June 2023, 10am
- Tuesday 12 September 2023, 10am
- Tuesday 28 November 2023, 10am,