

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

Minutes of Meeting held on Sunday 19<sup>th</sup> November 2023 at Holiday Inn Guildford starting at 10.00am

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<b>Present:</b>	Roger Penfold (RFP)	Chairman
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Jenny Gray (JG)	Board Member
	Mike Lambert (ML)	Board Member
	Chris Lee (CL) (via Zoom)	Board Member
	Roger Prior (RGP)	Board Member
	Sara Todd (ST)	Board Member

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

Bryony Gibbs (BG)	Regional Manager
Andy Giess (AG)	Regional Welfare Officer
Kate Hutchinson (KH)	Regional Club Development Officer
Di Hughes (DH)	Artistic Swimming Manager
Glen Isaacs (GI)	Masters Manager
Kristie Jarrett (KJ)	Regional Club Development Officer
John Tripp (JT)	Regional President

**132 Apologies**

George Adamson  
Sue Barker  
Carol Butler  
Andy Hewat  
Carys Jones

**133 Discipline Managers' Reports & Succession Planning Updates**

**1. Artistic Swimming**

DH confirmed that it is currently a busy time for Artistic Swimming. Although the budget currently looked underspent it was hoped to end the year at the same point as budgeted. It was noted that the underwater speaker was no longer working, this had not been included in the budget but will need replacing: a quote was being sought for this.

Regional development squad 2023 –

This is the development pathway with GB for Artistic Swimming. Tweaks were made for 2023 and competition rules were changed quite late in the day by GB. The group chose to keep the athletes as selected rather than amend, as this felt the right thing to do by the athletes, although a better result could have been achieved if amendments had been made. The squad came 3<sup>rd</sup> at the Regional Games. For 2024 the structure will be slightly different, selections are taking place currently and it is planned to run a mini camp before Christmas. A domestic camp is proposed in February half term.

It was noted that a few clubs were struggling with the new supervision policy. This resulted in one club not being able to compete at the Regional event as they do not have the capacity /

resource. It was also noted that the J1 course being run by Swim England was oversubscribed, so the regional group are hoping to run one in January. Challenges with the supervision policy in regard to grade days were noted, due to these being held at mixed locations and judges/one Team Manager being on poolside. It was confirmed that the national leadership group were looking into this and plan to issue guidance on how these should run in the new year.

It was confirmed that Aquaoaks Artistic SC had won the Artistic Swimming Club of the Year award at the Swim England National Awards the previous day.

## **2. Development**

The Development report was noted. JG thanked the RCDO's for their support. It was noted that there had been a large increase in the number of coaches asking for bursaries after the Covid pandemic and JG thanked the Board for supporting the budget increase to accommodate these requests.

## **3. Disability Swimming**

SB was unable to attend. The Disability Swimming report was noted. The challenges with finding a venue for the competition held in October were discussed. It had not been possible to find a pool that had AOE and also space for classification. This meant that the event had to be run at L4, as there was manual timing, so could not be used for entries into the nationals.

## **4. Diving**

AH was unable to attend. The Diving report was noted. JG & KH were not aware of any meetings of the diving group taking place during the year. In item 5 of the report, a reference to the printer was noted. It was noted that Artistic Swimming and Swimming have printers that are not being used, if a replacement is needed.

## **5. Masters' Swimming**

GI report that the Masters' programme in the Region had grown since the last meeting with capacity being reached for most events. As a result, the relays had now been separated out to create more room in the programme and accept more entries: these additional spaces were filled. It was noted that there were lots of records being broken including at the World Championships in Japan with Regional Clubs being represented at the event. The Inter-County event was held at the London Aquatics Centre and was supported by Middlesex. At the 2022 event it was noted that all record holders in the Region turned up to support the event. The data from 2023 is still being reviewed. The event was organised more centrally this time as a trial and may continue this way for future.

GI confirmed that the Operations Group is well supported by volunteers, but some of these volunteers are starting to retire. A lot is delivered by this group currently, the running of events is done well. However, it was felt that there has been less progress with the development side of the strategy and that more support may be needed for this. It was agreed that GI would provide further information on the support it was felt was needed.

**Action: GI**

It was noted that all the national events are being run in Sheffield currently. This is challenging for athletes due to the costs and time involved. The British Championships had been due to take place at the London Aquatics Centre this year but were switched to Sheffield at the last minute, which was disappointing.

## **6. Open Water Swimming**

CB was unable to attend the meeting. The Open Water report was noted. It was noted that a query had been raised regarding recognition of volunteers, it was agreed that an item would be added to the agenda for 11<sup>th</sup> December to look at this for all disciplines.

**Action: BD/BG**

It was noted that the championships had been held at a new venue for 2023, Mercers Park in Reigate. There was discussion around lakeside access. Due to the environment, it is not possible to manage access in the same way it would be on poolside. Therefore, there were people operating on lakeside, wearing “welfare” vests, who acted as points of contact on the day. This is also challenging in terms of supervision, as athletes enter as individuals, so, for minors, safeguarding is the responsibility of the parent. Clubs for the most part do not send coaches or team managers, which will make the national policy challenging to enforce.

## **7. Swimming**

ML discussed the challenges with scheduling the Summer Championships for 2024 due to changes to the qualification window and exam period. The group had looked at this and a survey was also conducted. It was felt that holding the Youth events over one weekend during exams would be less disruptive than multiple dates. Relays had also been moved to a separate day. The Board supported the decision taken and congratulated ML on the efforts put into this planning.

It was noted that finance had been a big challenge, as costs have increased more than inflation. This resulted in the entry fee being increased from £7 to £10, although it was found that this did not appear to be affecting the amount of swimmers entering or the number of events they entered. Costs of running events were increasing partly due to professionalising certain jobs that were previously done by volunteers, such as providing security at events and commentators for live streaming. Facilities continue to be a challenge as there are only really 2 pools in the Region that are suitable for running these events. These can be difficult to book as some venues are limited to only being allowed to hire out facilities one weekend per month.

ML will stand down as Swimming Manager at the end of the July 2024 and there will be a need to recruit a new Swimming Manager. A role description will be put together and a piece put in the Regional Newsletter in the new year.

**Action: ML/BD**

## **8. Water Polo**

RG thanked KH for her support with Water Polo this year. It was confirmed that the group still needs a manager. The group is currently being looked after by RG, KH and David Cross managing finance to keep things moving forward. There have been no competitions as someone is needed to manage the programme.

Coaching courses had been discussed at meetings with clubs, who had been concerned about the cost of courses and also the time taken to complete courses. It was also noted that coaches not being allowed to coach in the water was a challenge for smaller clubs with limited pool time. However, it was noted that more coaches are going on courses which has been positive. There had been an interest from some clubs in networking although there were challenges with this due to the criteria stating specific pool time would be required for network sessions.

Regional Training was taking place regularly for junior athletes. However, it was noted that boys' training was mainly held in Worthing and it had been asked if it was possible that this be

moved around the Region, to make it more accessible for athletes based in other parts of the Region. Currently, activities for junior water polo were taking place, but there were not the volunteers available to support senior water polo. This will only be available if there is a volunteer/s to run these activities.

## **9. General**

Discipline Managers were thanked for their reports & attendance. They were reminded that they can approach the Board regarding issues at any point in the year and are welcome to attend RMB meetings to discuss such issues, if needed.

### **134 Regional Governance Code**

A copy of the Regional Governance Code was circulated with the papers. This has been updated and the Governance Group will be meeting tomorrow to look at this further.

### **135 Finance**

#### **Budget Monitoring 2023**

There is currently a surplus of around £32k vs a deficit of £78k budget. There are still a number of costs to come in, including the Artistic Swimming competition, Winter Championships expenses and staffing costs. It was noted that there are large underspends for Water Polo - £15k and Disability Swimming - £10k. Costs for the recent Disability Competition were not yet included although they were expected to be low. It is expected that there will be a small deficit for the year although there has been additional spend in some areas of the budget, coaching bursaries for example.

#### **Budget 2024**

The Finance Group felt that the requests submitted for 2024 could be accommodated with the exception of Disability Swimming. It was agreed that Disability Swimming would be asked to look at a more realistic budget for 2024. It was also noted that there was a number of items for Water Polo that they were not currently able to deliver: due to this it may be necessary to revisit the Water Polo budget later in the year. The proposed budget for 2024 - totalling a deficit of no more than £99,302.00, was agreed, subject to amendments to the Disability Swimming budget.

**Action: BG**

### **136 Regional Strategy Update**

Swim England launched their new 10 year strategy in May 2023. The Region are currently working to align with the Swim England Strategy. A nominal timeline had been agreed for January, however there is some flexibility around this. Will be looking at March launch. Swim England have provided a lot of information and resources including, a template and data packs which tell us information about demographics in the Region. There are three major pillars of the Strategy; Capability, People and Water.

The Strategy group are looking at this. It was confirmed that there was no expectation from Swim England that the Region do everything in the strategy - Regions are free to decide where to focus and prioritise.

As this is a 10 year strategy, there is some flexibility on timing. It was proposed to focus on what is delivered currently by the Region and identify improvements to efficiency and effectiveness during the period 2024-26. It was noted that the Governance Code will come in during this time, the implications of this framework will need to be understood.

The following priorities were identified;

1. Development of financially robust , well governed Clubs / Disciplines via implementation of existing programmes e.g. Club Affiliation, SwimMark, Wavepower (?), Diversity & Inclusion Action Plan
2. Talent Systems including regional competitions/development camps
3. Review how to maximise / measure return on investment for all resources (financial and human!)
4. Assess current governance structures considering requirements of Regional Governance code , sub-group structures & ToR
5. Opportunities for further alignment with County structures and assessment of potential benefits.
6. Identify what we would do if more centrally-managed resources were available
7. Identify potential sources of additional resource (esp. voluntary)

Next steps:

1. Develop a robust understanding of current Regional environment from which to develop
  - a. Assessment of under-represented communities within Clubs and Disciplines
  - b. Understanding of Clubs with LTS programmes and those with “ space “ for increase in membership
  - c. Current local initiatives to signpost LTS programmes to Clubs
  - d. Local intelligence on publicly available infrastructure ( e.g. Operators , pool closures / refurbishment/ new builds
2. Improve understanding of impact of Regional / County Governance code
3. Seek input from Disciplines & Counties
4. Run workshop, with appropriate representation, to further develop strategic priorities and conduct SWOT (as per SE recommendation) ( Jan /Feb)

It was noted that Swim England need the Region’s help to deliver on this strategy. However, they are not providing any funds to support. It was understood that Sport England have attached conditions to the Swim England funding. There is flexibility within the strategy for Regions to do what they like to some extent so there is not a joined up approach. It was noted that it may have been expected that Swim England would apply to Sport England for funding to help delivery of the strategy, including activities that the Regions will deliver. It was understood that the Regional Chairs would be broadly supportive of this approach.

The proposed vision and mission statement were approved;

Regional Vision Statement: **“Swimming for All”**

Regional Mission Statement: **An inclusive environment where swimming for all is actively encouraged and where clubs, athletes and volunteers in all communities can flourish.**

It was requested the members should contact ST if they had any ideas or thoughts on the strategy work.

**Action: RMB**

## **137 Review of Communications**

BD confirmed that work would be needed on the website for 2024. This included updates to the calendar, which was not working, and others. It was noted that 70% of users on the website are viewing it on a mobile phone. The traffic on the website increases greatly in the build up to the Swimming Championships with around 800 hits per day.

There were currently around 1200 subscribers to the newsletter, 3000 followers on Twitter and 2400 on Facebook. BD is looking at pushing Instagram currently. There is now also a second Mailchimp account, which swimming are using for communicating championships information, and which has 274 subscribers currently. It was noted that BD will look to update access to Instagram for Regional Staff.

One of the largest expenses for the Swimming Championships is the live streaming. The possibility of adverts during this with providers had been explored to help subsidise the cost, although this had not yet been possible. BD is also looking at the possibility of drone coverage for the Open Water Championships.

The Board recorded their thanks to BD for the work put into the website and communications.

### **138 Staffing Update**

Since the last meeting an appointment had been made for the role of Administration and Finance Coordinator. The successful candidate will start on 4<sup>th</sup> December. Kristie Jarrett will begin acting up to Manager's role from 1<sup>st</sup> December.

### **139 Club Officers Update Reports**

Reports from KH and KJ were circulated in advance of the meeting. The following were noted;

Kate Hutchinson – There is a lot of work being done on Team Managers at the moment and work is being done to train up additional presenters to support Zoe. Thanks were noted to Zoe for all her support with running the courses. It was noted that there was some discussion taking place around Swim England running a Young Volunteer Programme going forward.

Kristie Jarrett – Communications from Swim England regarding Club Affiliation / SwimMark were discussed. It was agreed that the Regional Chair would formally request that these emails are not sent to South East Clubs.

**Action: RFP**

The Board recorded their thanks to KH & KJ for the excellent support they provide the Region.

### **140 Minutes of the Meeting held on 19 October 2023**

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

**Action: BG**

### **141 Matters Arising**

116 Incorporation – Bank Account – It was confirmed that the online banking application was in progress.

118-Concession Agreement – RFP confirmed that an email had been received from Mailsports thanking the Region. Arrangements for other disciplines under the concession agreement were discussed.

**Action: BD**

#### **Landscape sheet**

2 Regional Trophies – ML will try to visit the storage early in the new year to progress this further and decide what help is needed.

**Action: ML**

3 – Athlete Contributions / Overseas Training Camps/Competitions – This item relates to the maximum contribution for camps across the board which had been set up £50 per day. This was set a number of years ago and may need review. It was agreed the action would be moved back to the Development Group.

**Action: Development Group**

Item 4 & 7 to be deleted.

## **142 Affiliations & Resignations**

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

### **New Affiliations – Approved**

Brighton College Swimming Club (Sussex)

### **Affiliation Applications – Pending**

Jersey Water Polo (Hampshire)

University of Portsmouth SC (Hampshire)

### **Resignations**

Lymington SC (Hampshire) (as of Dec)

### **Enquiries**

Basingstoke Water Polo Club (Hampshire)

Hythe Aqua (Kent)

Sunbeam Swimming Club (Horsham) (Sussex)

### **Change of Name**

Reed's School Swimming Club to become Reed's Swimming Club (Cobham)

## **143 Sports' Operation Committee Minutes**

The minutes of the Sports' Operation Committee meeting held on 12 September were reviewed, the following were noted;

2.5 Transgender verification process – It isn't known that this was received by officials.

3.1 Harold Fern and A.H Turner Awards – It was confirmed that John Davies received the Alfred H Turner Award at the Swim England Awards.

## **144 Correspondence**

None noted.

## **145 AOB**

None noted.

## **146 Date of the Next Meeting**

Monday 11<sup>th</sup> December, 7pm, Online Meeting

The meeting was closed at 14.50

## Regional Management Board

A meeting of the Regional Management Board will be held on Sunday 19 November 2023 at Holiday Inn Guildford commencing at 1000

### Agenda

- |    |  |              |      |
|----|--|--------------|------|
| 1. | <b>Apologies</b><br><i>To receive any apologies from members unable to attend the meeting</i>  | RFP          | 1000 |
| 2. | <b>Discipline Managers' Reports &amp; Succession Planning Updates</b><br><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  | JG Enclosed  | 1020 |
|    | 3 – Disability Swimming  | Enclosed     | 1035 |
|    | 4 – Diving   | AH Enclosed  | 1050 |
|    | 5 – Masters Swimming   | GI Enclosed  | 1105 |
|    | 6 – Open Water Swimming  | CB Enclosed  | 1120 |
|    | 7 – Swimming   | ML Enclosed  | 1135 |
|    | 8 – Water Polo   | RG Enclosed  | 1150 |
| 3. | <b>Regional Governance Code</b>  | RFP Enclosed | 1205 |

### Items for Decision

- |    |  |                 |      |
|----|--|-----------------|------|
| 4. | <b>Finance</b><br>- Budget Monitoring 2023<br>- To Agree the budget for 2024 | RGP<br>Enclosed | 1220 |
| 5. | <b>Regional Strategy Update</b>  | ST<br>Enclosed  | 1230 |
| 6. | <b>BREAK</b>   |                 | 1245 |

### Items for Discussion / Information

- |     |  |                     |      |
|-----|--|---------------------|------|
| 7.  | <b>Review of Communications</b>  | BD                  | 1330 |
| 8.  | <b>Staffing Update</b>   | RFP                 | 1340 |
| 9.  | <b>Club Officers Update Reports</b><br><i>To review the Club Officer Updates Covering June-November</i>  | KH / KJ<br>Enclosed | 1350 |
| 10. | <b>Minutes of the meeting held on 19 October 2023</b><br><i>To agree the accuracy of the minutes of the previous meeting</i>                               | RFP<br>Enclosed     | 1410 |
| 11. | <b>Matters Arising</b><br><i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i>                            | RFP<br>Enclosed     | 1415 |
| 12. | <b>Affiliations &amp; Resignations</b><br><i>New affiliations are now reviewed and approved by the Affiliation Sub-Group and are for information only.</i> | RFP                 | 1420 |
|     | <b>12.1 New Affiliations – Approved</b><br>Brighton College (Sussex)   |                     |      |
|     | <b>12.2 Affiliation Applications – Pending</b><br>Jersey Water Polo (Hampshire)<br>University of Portsmouth SC (Hampshire)                                 |                     |      |

### 12.3 Resignations

Lymington SC (Hampshire) – Will cease in December

### 12.4 Enquiries

Basingstoke Water Polo Club (Hampshire)

Hythe Aqua (Kent)

Sunbeam Swimming Club (Horsham) (Sussex)

### 12.5 Mergers

None

### 12.6 Change of Name

Reed's School Swimming Club to become Reed's Swimming Club (Cobham)

- |     |   |               |      |
|-----|---|---------------|------|
| 13. | <b>Swim England Sports Operation Committee Minutes</b>  | RFP to follow | 1425 |
|     | To review the minutes of the Sports Operations Committee meeting held on 12 September 2023, if available. |               |      |
| 14. | <b>Correspondence</b>   | RFP           | 1435 |
| 15. | <b>AOB</b>  | RFP           | 1440 |
|     | <i>24 hours notice required</i>   |               |      |
| 16. | <b>Date of Next Meeting</b>   | RFP           | 1445 |
|     | Monday 11 December, 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.

*The current actual budget spend to date. Please note that many of our Regional events occur in the last few months of the year. Our budget currently looks healthy but in the coming weeks we have:*

*Regional Squad Trials – income from swimmers entered but expenditure for pool hire & coaches pay.*

*Regional Squad Camp - income from swimmers entered but expenditure for pool hire & coaches pay.*

*Regional Figure Competition - income from entry fees but pool hire & officials expenses expenditure.*

*Regional Grade Assessment Day - income from swimmers entered but pool hire expenditure.*

*National Conference – no income but expenditure for regional representatives attending.*

*Confirmation from the Regional Management Board regarding staff levels for the Regional Development Squad (and associated costs) for 2024 based on the new minimum supervisory rules as per Swim England Team Manager, Coach & Chaperone policy <https://www.swimming.org/swimengland/swim-england-relases-supervision-ratios-policy/>*

*Regional Development Squad Results 2023 & proposed changes to the Regional Development Squad training for 2024 to improve result/ranking at the Regional Games.*

*The Boards steer/direction with regards to charges for training courses in 2024.*

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

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

*We continue to meet virtually for our committee meetings, but this year introduced a working party breakfast meeting in September which took place in the morning before a Grade Assessment Day. It gave us an opportunity to discuss the coming year (Budget, Calendar & Regional Squad). People took away action points to work on we then met virtually at the end of September to put plans in place. Assuming the Board agree the budget, we hope to be able to communicate and share all plans for 2024 with the Clubs before Christmas.*

*Three members of our group left this year. Ben was first to go and we welcomed Kate to our little team. Kate joined us at The Abbey School in Reading for the September Grade Assessment Day and has been keen to support the group and learn more about the world of Artistic Swimming. We said goodbye to Linda Philp from Portsmouth as her daughter left home and went off to university. More recently and linked to all the changes from World Aquatics Jan Mattison from Rushmoor also decided she was unable to "bring anything to the group" and stood down. The group have sent thank you cards to all for their support over the last few years and will look to fill the vacant roles in 2024 once we have established where the gaps are that we need to fill.*

### 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 purposes of this squad were to train and enter the Regional Games event in May 2023 taking place in Bristol and 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/GB teams in the future.*

*The South East Regional Development Squad had six training days in 2023. Mid way through the training we were advised that changes had been made to the athlete ages for competition. We were faced with the difficult decision of doing right by the athletes who had already been selected or by making tactical changes to improve our final ranking/result. I spoke with the coaching team, and we decided that we needed to do right by the athletes and to continue with our training plan. I will explain this more at the meeting and have included it as items for discussion with the Board.*

*Regional Games Results 2023:*

*South East – 5<sup>th</sup> in Figure Event*

*South East – 3<sup>rd</sup> in Land Event*

*South East – 2<sup>nd</sup> in Relay Event*

*Overall/Final Ranking – 3rd*

*See the attached poster with names of athletes, the events they entered and the results.*

#### 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.

*In 2023 we did not run any regional age group or championship events due to the changes implemented by World Aquatics. At National events some of the changes were introduced as a phased plan by Swim England with full introduction planned for Spring 2024.*

*Our Regional Novice figure competition takes place on the 25<sup>th</sup> November and we will be able to provide stats after this event.*

*The Regional Masters event has been moved from November to June to fit with the National and International programme and so that the Regional Event can be used as a warm-up event for Nationals 2024.*

#### 3.3 Clubs & Membership Development

*I do not have access to this information!*

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

*The National Leadership Team took control of many aspects of the training courses this year in a bid to embrace the significant changes implemented by World Aquatics and Swim England. They ran many courses both virtually and face to face in Loughborough.*

*As a Regional Group we ran:*

*Judge upskilling sessions – these were on zoom, led by Erica Moo and were well attended.*

*Level 1 Judge courses – these were run face to face led by me with a good pass rate.*

*Level 2 coaching courses – these were run as a mix of virtual and face to face and led by Louise Woolley. Clubs were able to book onto the South East Regional course for Team Managers.*

#### 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 2023:

*Free Team – 1<sup>st</sup> Reading Royals Artistic Swimming Club*

*Technical Team – 1<sup>st</sup> Reading Royals Artistic Swimming Club*

*Technical Solo – 2<sup>nd</sup> Eleanor Blinkhorn (Reading Royals)  
3<sup>rd</sup> Ranjuo Tomblin (Rushmoor)*

*Technical Duet – 1<sup>st</sup> Florence Blinkhorn & Lily Halasi (Reading Royals)  
2<sup>nd</sup> Elena Smith-Fernandez & Rebecca Saunders (Reading Royals)*

*Free Solo – 1<sup>st</sup> Eleanor Blinkhorn (Reading Royals)  
3<sup>rd</sup> Florence Blinkhorn (Reading Royals)*

*Free Duet – 1<sup>st</sup> Florence Blinkhorn & Lily Halasi (Reading Royals)  
2<sup>nd</sup> Elena Smith-Fernandez & Holly Hughes (Reading Royals)  
3<sup>rd</sup> Beatrice Askar, Francesca Pringle & Elizabeth Cox (Reading Royals)*

##### Artistic Swimming National Age Groups 2023:

*11-12 Figures – 2<sup>nd</sup> Evelyn Fornasie (Aquaoaks)*

*12 & Under Solo – 3<sup>rd</sup> Evelyn Fornasie (Aquaoaks)*

*Youth Mixed Duet – 2<sup>nd</sup> Gemma Grobbelaar & Stanley Stiff (Aquaoaks)*

*Shacklock Trophy 2023 – 1<sup>st</sup> Francesca Pringle – (Reading Royals)*

##### Artistic Swimming National Combo Cup 2022:

*Division 1 – Team 13 -15 Years – 3<sup>rd</sup> Aquaoaks Artistic Swimming Club  
Division 2 – Team 13 -18 Years – 2<sup>nd</sup> Reading Royals Artistic Swimming Club  
Division 2 – Team 15 – 18 Years – 2<sup>nd</sup> Aquaoaks Artistic Swimming Club  
Division 1 – Team 15 & Under – Hythe Aqua  
Division 2 – Team 15 & Under – 2<sup>nd</sup> Portsmouth Victoria*

## Artistic Swimming National Masters Championships 2023

*Free Combination Team Age 18 – 24 Years – 2<sup>nd</sup> Medway Artistic Swimming  
Free Combination Team Age 40 – 64 Years – 1<sup>st</sup> Rushmoor Artistic Swimming Club*

*Technical Team Age 35 – 49 Years – 1<sup>st</sup> Rushmoor Artistic Swimming Club  
2<sup>nd</sup> Brighton Dolphins Swimming Club*

*Free Solo Age 30 – 39 Years – 2<sup>nd</sup> Marion Grimes (Brighton)*

*Free Solo Age 40 -49 Years – 2<sup>nd</sup> Carla Sanders (Rushmoor)*

*Free Solo Age 60 -69 – 1<sup>st</sup> Carolyn Macdonald (Rushmoor)*

*Free Duet Age 40 – 49 Years – 1<sup>st</sup> Rachel Davies & Louise Ross (Rushmoor)  
3<sup>rd</sup> Melanie Grierson & Bethany Whorlow (Medway Mermaids)*

*Free Duet Age 50 - 59 Years – 2<sup>nd</sup> Karen Nightingale & Janice Brignull (Rushmoor)*

*Free Duet Age 60 – 69 Years – 2<sup>nd</sup> Gaye Greely & Margaret Hamerton*

*Free Team Age 35 – 49 Years – 1<sup>st</sup> Rushmoor Artistic Swimming Club  
2<sup>nd</sup> Brighton Dolphins Swimming Club*

*Full set of results can be found here:*

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

### Senior GB Squad 2023:

*Isobel Blinkhorn (Reading) \*  
Eleanor Blinkhorn (Reading) \*  
Beatrice Crass (Reading)*

### Junior GB Squad 2023:

*Elena Smith-Fernandez (Reading) \*  
Florence Blinkhorn (Reading) \*  
Lily Halasi (Reading)  
Holly Hughes (Reading)  
Cara Ziedler – (Reading) \**

### England Youth Squad 2023:

*Francesca Pringle - Reading\**

*The swimmers who have a \* next to their name came up through our Regional Development Squad/Programme.*

## **5. Finance**

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

*Last year I submitted a proposed budget but at the meeting changes were made by the Board, but the actual budget document did not get changed.*

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

**Report Completed by;**

**Name of author:** *Di Hughes*

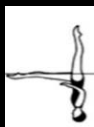
**Position:** *Artistic Swimming Manager*

**Email Address:** [sesynchromanager@btinternet.com](mailto:sesynchromanager@btinternet.com)

**Phone Number:** *07867754061*



## Artistic Swimming Squad 2023



Figures:

Rie (Reading Royals)  
Evelyn (Aquaoaks)  
Emily (Aquaoaks)  
Katerina (Rushmoor)  
Alexa (Rushmoor)  
Cerys (Rusmoor)  
Heidi (Hythe)  
Mariella (Rushmoor)  
Pippa (Rushmoor)  
Stella (Reading Royals)  
Freya (Witney)  
Stanley (Aquaoaks)

Land Video:

# 3rd

Rie (Reading Royals)  
Evelyn (Aquaoaks)  
Emily (Aquaoaks)  
Heidi (Hythe)



Relay Team:

# 2nd

Rie (Reading Royals)  
Romilly (Reading Royals)  
Evelyn (Aquaoaks)  
Zuri (Reading Royals)  
Emily (Aquaoaks)  
Cerys (Rushmoor)  
Stella (Reading Royals)  
Stanley (Aquaoaks)

Training Member: Eleanor (Hythe)

# Overall 3rd

Staff:

Kate Coupar (RR)  
Emma Adams (R)  
Louise Fuller (W)  
Maisie Wright (A)



## 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 the group continues to monitor the uptake of the bursaries for coaching and safeguarding

### 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. The uptake of the bursaries has been high and we are grateful to the board for increasing the budget.

The group has received and monitored reports from each of the disciplines and are supporting disciplines in accessing coaching and officials training. It is recognised that the needs vary between the disciplines.

### 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

**These will be reported in discipline specific reports**

#### 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 65 clubs due to complete this by January 2024. Initial emails were sent out to all club in October 2022.

**SwimMark** – The region currently has 103 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 14, Attended 385 people, 6 more workshops to be delivered this year.

**Team Manager 2** - Number of workshops delivered 5, Attended 114 people, 1 more workshop to be delivered this year.

**Team Manager Presenters** –The training has been delivered by 1 presenter with another in training and will be qualified very soon. 2 other people have expressed interest in undertaking training

**Young Volunteers 2022-23** – **42 registered** with the programme with 29 actually recording hours. This programme ends in November

**Time to Listen Courses** – to date we have run 5 courses this year attended by 51. 2 more planned this year

**Coach Developer Programme** – We have continued to match fund this programme with Swim England.

### **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.**

There have been many representatives in all disciplines and these will be reported in the individual discipline reports

### **4. Finance**

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

There has been an agreed budget overspend on Coaching bursaries and an underspend on Safeguarding bursaries. To facilitate ease of clubs claiming bursaries, a new electronic system has been introduced

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

**Report Completed by;**

**Name of author: Jenny Gray**

**Position: Chair Development Group**

**Email Address: jennysynchro@gmail.com**



### **Disability Swimming – Report**

We held the regional competition at Eastleigh in October with the South West. We did not have a lot of swimmers due to licensing and distance swimmers had to travel.

It went well although we had to run manually as no AOE, sound system, starting system. One of the officials had a starting system in the car so we used that for starting.

We held classifications with one team of classifiers we had a number of swimmer's who were ineligible for classification.

On the back of this I am in talks with Eastleigh to see if we can hold a new swimmer's competition over two or one and a half days to be able to do classifications and a competition around February/March time

The pool is a good facility plenty of room for classification, pool staff very accommodating they really could not do enough for us, downside no AOE, sound system, starting device, limited spectator area. But we can borrow a starting system and sound system for a new comer's competition.

Martin Lees is going to be visiting some of our clubs in the region to see what they can offer any disability swimmers who may need a club once they have been identified or classified.

Sue Barker

## 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.

The regions development programmes have been successful this year which have been reflected in the competition results. This year has built on last year's results which 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.**

Numbers and participation in events are only slightly increased on last year and still not back to pre-pandemic levels. The tight budgets constraints are starting to show on facility hire fees but have been within expectations.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2023-31 December 2023:

**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.

This year has been more about consolidation rather than outright development however some clubs now have waiting lists for membership.

The region has:

Imogen Poole, Team Z,

Elizabeth Hart, Lily Chandler, Reuben Havenga, Oliver Wignall all DISE,

Bryn James, Team J,

Maya Kutty TASS,

Tilly Brown, Leon Baker, Robbie Lee podium potential

### 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 regions Age Group diving competition held in Southampton attracted approx. 100 females and 55 male divers.

The regions Skills diving competition held at Crawley attracted approx. 110 female and 42 male divers.

### 3.3 Clubs & Membership Development

#### Sussex

The Sussex clubs are still challenged in relation to coaches with little success in recruiting parent to help.

#### Berkshire:

Albatross is still waiting for their new pool to be finished and it is hoped that they will be able to use it soon.

#### Surrey:

Star is continuing to be successful and going from strength to strength. Coach numbers are now impacting on development but as always a few of the older divers are intending to undertake courses when they can be fitted into a busy school schedule.

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

There is still a shortage of tutors with only 2 available nationally to run 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 works well with participants busy schedules.

## 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.**

- Joe Foster, Group A boys, won gold on all 3 boards at National Age Groups this year.
- Till Brown, Leon Baker and Robbie Lee has all has national competition success this year.

## 5. Finance

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

The regions printer is now over twelve years old. It is still working but is likely to need a new drum in the near future as well as a toner cartridge. So far no costs have not been determined but are unlikely to be more than £150 for the two.

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

**Report Completed by;**

**Name of author:** A Hewat

**Position:** Diving Manager

**Email Address:** ahewat@gmail.com

**Phone Number:** 07762 919112

Please forward your completed report to [bryony.gibbs@southeastswimming.org](mailto:bryony.gibbs@southeastswimming.org) by 9 November 2023

## Report to the Regional Management Board Masters 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.

- SER Masters events remain very popular. However, since the introduction of qualifying times, we have seen SER participation in the meet fall. Delivering our agreed strategy in 2024 will assist the club's and athletes' growth by aiming to reverse this fall. Support is required. I have allowed for a paid part-time assistant within the budget.
- Key volunteers have now retired from their roles. I sincerely thank Bob O'Dell (Co-ordinator of officials for events), and Anthony Gimson (Regional Inter County Co-ordinator) for their support.

### 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 South East Regional Masters events programme continues to be the most developed and robust available, inspiring our members to enjoy our sport.
- Our events continue to reach full capacity supported by live streaming, event commentary, hardworking officials and volunteers.
- Our aim in 2024, is to deliver further master's strategy, focused on athletes, coaches, and club development.
- We thank our hard-working officials and volunteers, and in particular the Master's Operational group – Geoff Stokes, Rob Moore, and Bob O'Dell (who will retire from this role after the Long Course 2024 championship). I would also like to acknowledge and thank the support of Anthony Gimson who has supported and delivered the National Inter County event within the region for many years.

### 3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2023-31 December 2023:

#### **3.1 Talent Development**

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

I look forward to delivering in this space in 2024.

### **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.

Events summary – all events were held at the K2 pool. All events reached capacity limits.

#### **Long Course Championships**

This is a two-day event.

Women competed 223, the youngest was 18, and the oldest was 85.

Open/Male competed 251, the youngest was 19, and the oldest was 85

#### **Outcomes**

**4 World, 8 European, and 16 British records, and 62 Meet Best Performances were recorded.**

#### **Long Course 1500m**

This is a single-session event. A further heat was added in 2023 increasing capacity.

Women competed 26, the youngest was 18, and the oldest was 85.

Open/Male competed 25, the youngest was 19, and the oldest was 77.

#### **Outcomes**

National Qualifying times were achieved.

#### **Long Course Team Relay Championships**

This is a single-session event.

Women's teams competing 30, the youngest was 72+, and the oldest was 240-279 years.

Open/Male teams competing 50, the youngest was 72+, and the oldest was 280-319 years.

#### **Outcomes**

**3 European, 4 British records and 22 Meet Best Performances were recorded.**

#### **Short Course Championships**

This is a one-day event.

Women competed 138, the youngest was 18, and the oldest was 84.

Open/Male competed 178, the youngest was 19, and the oldest was 85.

#### **Outcomes**

**1 European, 2 British records and 62 Meet Best Performances were also achieved.**

#### **Short Course Team Relay Championships**

This is a single-session event.

Women teams competing 12, the youngest was 72+, and the oldest was 240-279 years.

Open/Male teams competing 50, the youngest was 72+, and the oldest was 240-279 years.

#### **Outcomes**

**1 British record and 22 Meet Best Performances were recorded.**

### 3.3 Clubs & Membership Development

I look forward to delivering in this space in 2024.

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

We have renamed the 'Masters Working Group' with a more appropriate title of 'County Managers Forum'. 2 meetings were held in 2023.

#### 4. Notable Results or Achievements

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

**A full list of record breakers has been attached.**

#### 5. Finance

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

Through focused and commercial management of the 2023 budget, I am pleased to return a small loss of less than £1,000, compared to the agreed budget of -£15000.

Events – we faced an inflationary market and after close consideration, including but limited to pool hire costs rising by 10%, refreshments by 20%, and medals by (circa) 20%, we increased our event prices where we felt it was possible.

**Sadly, without the support discussed in 2022, the operations group were at their capacity and other planned activities did not take place.**

I would like to thank the board for replacing the master's computer and printer.

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

I would like to thank the board, our president and the office team for their support in 2023.

### Report Completed by;

**Name of author:** Glen Isaacs

**Position:** Masters Manager

**Email Address:** [mastersmanager@southeastswimming.org](mailto:mastersmanager@southeastswimming.org)

**Phone Number:** 07718916014

Please forward your completed report to [bryony.gibbs@southeastswimming.org](mailto:bryony.gibbs@southeastswimming.org) by 9 November 2023

## Report to the Regional Management Board

### Open Water 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.

Both Keith Barber and Trevor Linkins have resigned from the Open Water Committee after many years of running the event and the officials and which was handed over to me in 2019. We currently only have my Husband and myself handling the event and officials' development despite requests in the newsletter for any interested parties.

However, I am quite OK with continuing to run this myself with input from Brian de Val and Kristie Jarrett. Keith is also quite happy to offer his comments.

I would like to see some kind of recognition by the Board of Keith and Trevor's work developing open water in the region over the years.

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 use of the new venue has proved satisfactory with a similar number of entrants to 2022, although we had hoped for more. Aqua Sports Group are happy to continue to support us as they were impressed by our organisation of the event. Hire costs have increased, but we negotiated a reduction and an increase in hours as well. There are still ongoing negotiations regarding safety support. That has allowed us to book a date well in advance of previous years and add it to the South East Region Calendar (Sunday 30<sup>th</sup> June 2024). We hope that being earlier in the season, coaches will allow their top swimmers to compete as it is not close to the Nationals.

We had increased the number of age groups to cater for County involvement, but this was not effective, so they will be removed in 2024.

We are separating out the 2Km and 3Km Masters events and opening them up to other regions, which we hope will boost numbers and increase financial input relative to the minimum outlay required. Masters will appreciate not having to swim with the Age Groupers. We are asking the Masters' Committee to promote it. There will be a separate entry form for this event. So again need this added as a separate item on the Regional Calendar.

### 3. Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2023-31 December 2023:

#### 3.1 Talent Development

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

Report by Kristie Jarrett

#### 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.

We run a 1Km Novice, 2Km, 3Km and 5Km Age Group Championships with full range of ages.

1Km	Novice event	11-12	13-14	15-16	17+					
2Km	Freestyle	12	13	14-16	17-19	20-29	30-39	40-49	50-59	60+
		National Age Group Qualifier 12 and 13								
3Km	Freestyle	14	15	16	17-19	20-29	30-39	40-49	50-59	60+
		National Age Group Qualifier 14 and 15								
5Km	Freestyle	16	17-18	19+						
		National Age Group Qualifier 16, 17/18 and 19 & over								

152 swimmers took part over the whole of these age groups and the majority were in the Age Group events.

#### 3.3 Clubs & Membership Development

We continue to ask the Counties to promote the sport within their clubs and consider running their own Open Water competitions within the region event. However, many counties are split between London and ourselves. Previously when I ran the Southern Counties event, several counties did promote and use the results. Should we merge our event with London Region in the future, then this would make it easier to promote.

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

Only 3 of the new South East Region open water officials, that took the online course, actually came to the event to start their training being mentored by the experienced officials from the other regions. We did also mentor new officials from other regions. We will be chasing up the others that took the course to find out why they did not attend any event this year and try to promote their attendance at our and other region events in 2024 to become fully qualified. None of these officials attended other regional events, so I will continue to budget for this in 2024 as it does take 2-3 years to become fully qualified even if you attend other region events. Once qualified, the other regions will pay their expenses. I am also contacting George Adamson to find out about bursaries for Channel Island officials and any other considerations with regard to official development that I need to be aware of, now that I have taken this over from Keith Barber.

We have one enquiry to take the online course in 2024 and start their journey and I will ask Brian de Val to go out in February to see if there are any other interested parties. The more qualified officials we have, the fewer I will need to bring in from other regions.

My husband and myself both completed the Team Manager course to allow us to support Kristie with the running of the Development Camps. David and myself are also looking to start the move towards our Open Water Referee qualifications which takes several years. David has also started his pool qualifications.

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.**

Report by Kristie Jarrett

5. **Finance**

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

Although the hire of the lake had reduced, the cost for employing an independent safety company increased the costs over those budgeted.

Also the cost of hotels in this area close to Gatwick Airport were well above those of 2022 and increased the amount required to cover the officials expenses coming from Wales, Norwich, Nottingham, Derbyshire etc.

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

**Report Completed by;**

**Name of author: Carol Butler**

**Position: Open Water Manager**

**Email Address: [openwater@southeastswimming.org](mailto:openwater@southeastswimming.org)**

**Phone Number: 07769850024**

Please forward your completed report to [bryony.gibbs@southeastswimming.org](mailto:bryony.gibbs@southeastswimming.org) by 9 November 2023

## 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.

### 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.

#### 2024 Long Course Championships

There have been extended discussions about the arrangements and structure of the 2024 Long Course Championships. There is likely to be significant feedback when details are published. The Region Coaches' Forum was involved in the decision making and members were consulted via a survey.

Decisions were difficult because of the need to consider several different factors, including:

- Constraints imposed by the British Swimming/Swim England calendar and the qualifying period for summer national events.
- Restricted availability of suitable pools, and differing facilities at each pool.
- The proximity of A-Level and GCSE examinations.

The final decision is:

Saturday 13 <sup>th</sup> April*	Sat/Sun 20 <sup>th</sup> -21 <sup>st</sup> April	Sat/Sun 27 <sup>th</sup> -28 <sup>th</sup> April	Fri-Mon 3 <sup>rd</sup> -6 <sup>th</sup> May
To be confirmed	K2, Crawley	Winchester Leisure Centre	Wycombe Leisure Centre
All team events	Age group championships	Age group championships	Youth championships

\* Subject to pool availability

Age groups: 14/Under Girls, 14/Under or 15/Under Open/Boys

Youth: 15/Over Girls/Ladies 15/Over or 16/Over Open/Boys/Men

The decision on whether 15-year-old boys will swim in the Age Group Championships has yet to be taken.

The decision to schedule the Youth Championships over the Bank Holiday weekend, close to the start of GCSE examinations was a difficult one. In an ideal world, we would run these after examinations have finished, but that is not permitted by British Swimming/Swim England. The alternative was to swim the Youth Championships over 2 weekends, which was felt by many, especially those who have a long distance to travel to be more disruptive to examination preparation than the single weekend.

Other considerations:

1. It is important to give swimmers who are likely to progress to summer national competitions the best possible facilities. Because of the different age groups for the

summer national competitions, the majority of qualifiers come from the Youth category.

2. We should be able to arrange a quiet study area at Winchester.
3. We will take the peer pressure away from swimmers who don't want to swim that close to examinations by moving the team events (relays) to a separate one day competition earlier in April. That will be timed so that the majority of teams will not need to arrange overnight accommodation.

### Finance

Swimming had not been immune from the effects of inflation and many of the costs associated with running swimming championships have increased much more than the average rate of inflation. That includes pool hire and associated costs such as catering, where we are forced to use the pool operator's catering services and costs have risen by 80%.

We are also facing the need to professionalise tasks that were previously undertaken by volunteers, such as pool security and commentating, I expect this trend to continue.

After consultation with the finance group, we reluctantly took the decision to increase entry fees from £7 to £10 per individual event.

### Facilities

Although we have 6 50m pools in the region, we have great difficulty finding suitable pools to hold our championships. The availability of full weekends is very restricted, because pool operators place restrictions on the number of weekends that pools can be closed to the public and they want to provide continuity to weekend swimming lessons.

Several pools are not really suitable for region championships because they would restrict the number of entries we can accept.

### Bursaries

The RMB has approved more coaching bursaries that were originally budgeted this year. I have discussed this with the coaches forum and there are a number of reasons:

1. Reskilling after losing coaches during COVID (now gradually tailing off)
2. Coach mobility.
3. Restated Swim England supervision policy (impact just being felt)

We recommend that the number of bursaries for 2024 be set 10% higher than the 2023 actual figure.

### Succession Planning

I plan to step down from the role of Swimming Manager at the end of this swimming season (July 2023). That means we need to select and appoint a replacement. I do not intend to walk away from the sport, so will be available to help my replacement and there will need to be a handover period.

The role of Swimming Manager is to manage swimming activities not necessarily to deliver those activities. Before I was ill a couple of years ago, I personally did a lot of delivery. Since that time, I have been building teams who are able to take responsibility for delivery.

## 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.

In 2023, we returned to a full programme of swimming activities for the first time since COVID.

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 interaction with Swim England on changes to licensing criteria; in particular the implementation of the Transgender and Non-Binary policy.

## 3. Specific Areas

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2023-31 December 2023:

### 3.1 Talent Development

#### Athlete Pathway Camp

This year we have expanded the open water development camp into a 2-day distance development programme. 36 athletes were selected based on their 800m and 1500m times from the 13-16-year-old age groups. The first camp included a pool session, working on open water skills followed by a lake swim incorporating race simulation. We recruited a strong team of coaches, many with the open water coaching qualification. The camp was well supported by Carol and David Butler as Team Managers. The main challenge of this programme was to find a suitable lake venue including adequate safety cover. The longside Lake in Egham, Surrey was very accommodating and proved a good choice and a regular option going forward. The cost of the wetsuit hire was greater as there was no on site provision, therefore we passed on some of the cost to those athletes needing to borrow one. The second camp day is taking place in Cobham on the 9th September.

#### Off-Shore Camp

The regional winter champs 2022 was the selection event for the 2023 regional off-shore camp. A team of 26 swimmers were selected to travel to Luxembourg to compete for the region in the Euro Meet in January. The team did themselves proud with many making A and B finals throughout the weekend, achieving best times and gaining huge experience along the way. The team brought back 29 medals. Junior swimmers Lucy Fox and Eva Okaro not only made the A finals for the ladies open 100 and 200 fly events but came back with a bronze medal each. In the junior age-group the team scooped 16 medals through Ollie Pope, Lucy Fox, Albert Branch, Dominic Morgan, Harry Wynne-Jones, Eva Okaro, Aaliyah Richards and Ruby Stephenson. In the Youth category, Tegan Matthews and Aran Bissett secured a massive 10 medals between them.

Paul Lloyd was nominated by the coaches' forum to attend as Head Coach. The other coaches were selected based on an application process. The applications were assessed against a person specification by England talent, the head coach and the regional officer. Coaches included Adam Naylor, Stuart McCrea, Jordan Niblock and our team managers were Lynne Harrison and Kim Weetman.

Arrangements are in place for a similar camp in 2024, again in Luxembourg. Swimmers have been selected based on the results of the 2023 regional winter championships.

### 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.

#### 3.2.1 Long Course Championships

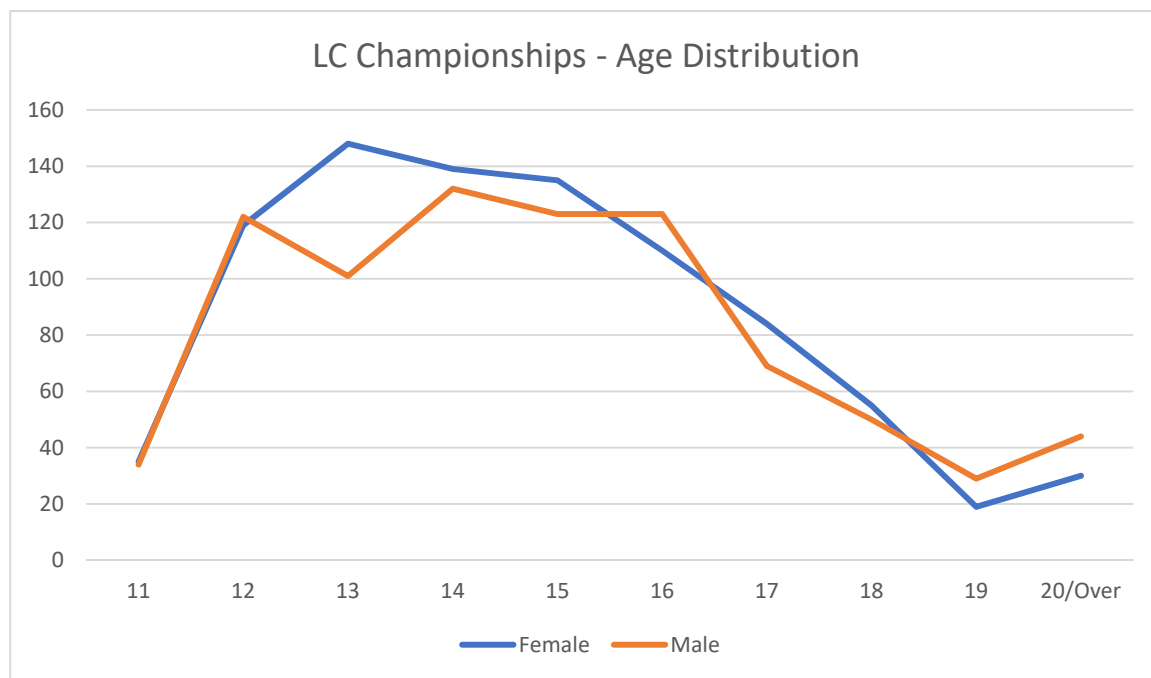
The competition took place over 3 weekends:

- 22<sup>nd</sup> -23<sup>rd</sup> April @ Winchester Leisure Centre (Age Groups)
- 28<sup>th</sup> April – 1<sup>st</sup> May @ Wycombe Leisure Centre (Youth and Teams)
- 13<sup>th</sup>-14<sup>th</sup> May @ Winchester Leisure Centre (Age Groups)

Age groups: 14/Under Girls, 15/Under Boys

Youth: 15/Over Girls/Ladies, 16/Over Boys/Men

We are still struggling to cope with the size of the region. To ensure that we could accept everyone who had a realistic chance of qualifying for a summer national competition, 15 year-old boys were moved to the Age-Group competition. This generated as many issues as it solved!



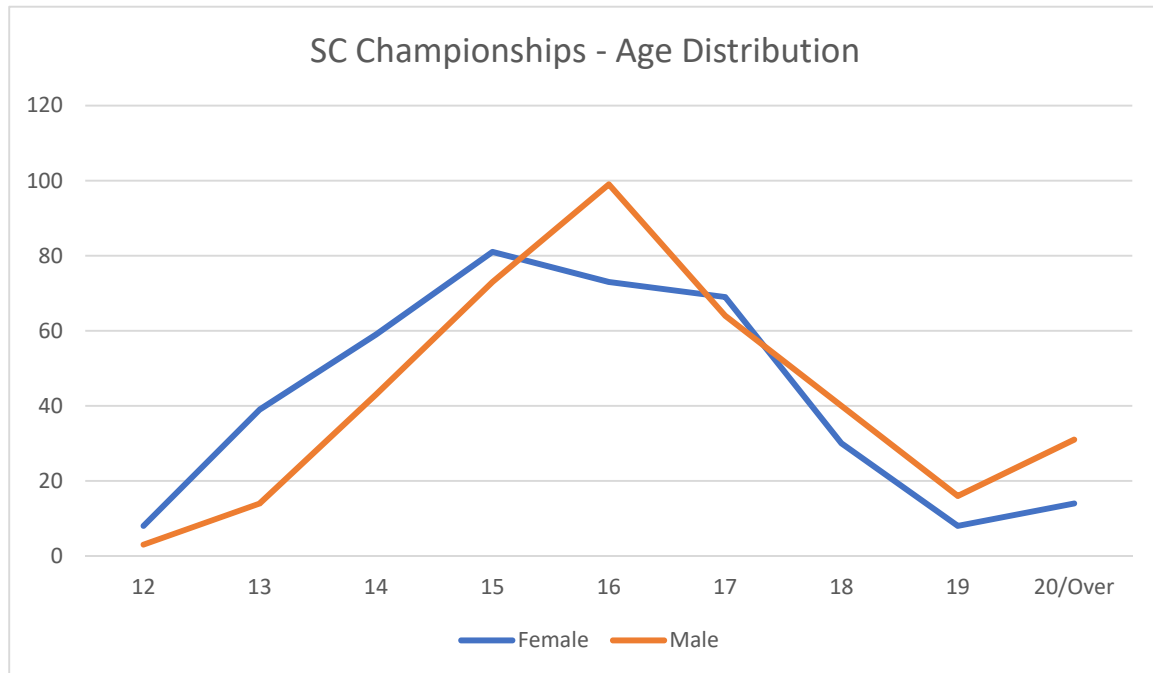
Age	Female	Male
11	35	34
12	119	122
13	148	101
14	139	132
15	135	123
16	110	123
17	84	69
18	55	50
19	19	29
20/Over	30	44
TOTALS	874	827

### 3.2.2 Short Course (Winter) Championships

The competition took place over a single weekend:

- 4<sup>th</sup>/5<sup>th</sup> November @ Winchester Leisure Centre

With slightly longer sessions, and a slight reduction in entries we were able to have finals.



Age	Female	Male
11	0	0
12	8	3
13	39	14
14	59	43
15	81	73
16	73	99
17	69	64
18	30	40
19	8	16
20/Over	14	31
TOTALS	381	383

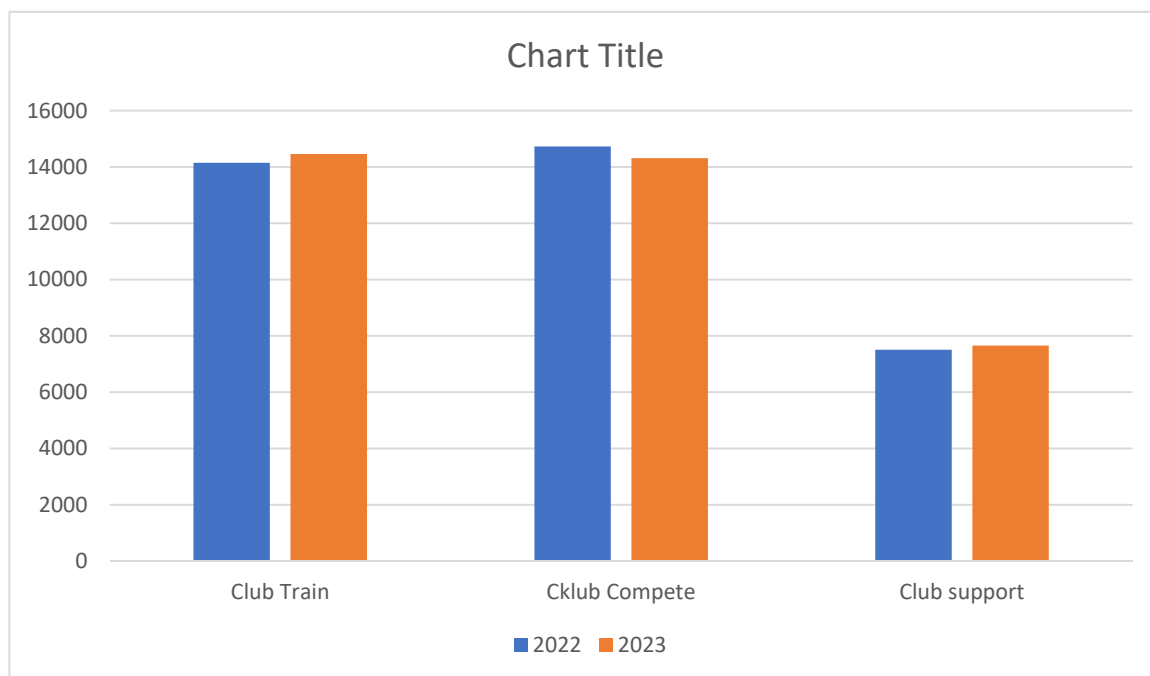
Juniors highlighted in yellow.

### 3.3 Clubs & Membership Development

There has been a slight decrease in the number of clubs in the last year, with virtually no change to the number of unique members.

There are 168 affiliated clubs in the Region currently, compared to 174 in 2022..

The region has 36,424 unique members, compared to 36,390 in 2022.



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

#### Coach development

The main workshop opportunities have been provided by Swim England through the connecting coaches programme. The region continues to provide coach development through camp participation and in partnership through the inspire mentoring scheme. We have 3 coach mentors working within swimming, Kevin Brookes, David Vine and Lee Spindlow. They are currently supporting 8 coaches from the South East. We hold quarterly review meetings with the mentors to discuss progress. Applications were opened in July for the 2023/2024 season.

#### Coaches Forum

The forum continues to meet every two months online. The group met in person just before the start of the regional Youth competition in April. The purpose of the meeting was to assess the terms of reference and ways of working within the group and the interaction of the group with other partners across the region. The meeting was facilitated by Greg Buck and a number of priorities were established around key projects that are discussed regularly at forum meetings, such as the off shore camp and regional championships. These key actions were reviewed at the meetings.

#### 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.**

<< To be added >>

## 5. Finance

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

INCOME	Budget	Est Actual	Variance	
Winter Championships Entry Fees	14000	21000	7000	Entry fees increased from £7 to £10
Winter Championship Spectators	3200	5000	1800	
Summer Championships Entry Fees	49000	37569	-11431	Original budget based on 9 days of swimming; Event was 7.5 days
Summer Championships Spectators	11200	18467	7267	Spectator entry fees increased
Talent camps income	1800	2200	400	
Overseas camp income	3900	4080	180	
Regional distance programme	1400	1900	500	
	84500	90216	5716	
EXPENDITURE	Budget	Est Actual	Variance	
Summer Championships Pool Hire	30800	34850	-4050	Original budget based on 9 days of swimming; Event was 7.5 days. Major unexpected increase in pool hire cost at Winchester
Summer Championships Catering	7000	5660	1340	7.5 days instead of 9
Summer Championships Official Travel	15400	14200	1200	7.5 days instead of 9
Summer Championships Other Expenses	10000	6200	3800	7.5 days instead of 9
Summer Championships Awards	5000	4750	250	
Summer Championships Printing/Stationery	800	860	-60	
Summer Championships Video Streaming	5250	4800	450	
Winter Championships Pool Hire	4400	11200	-6800	Major increase in pool hire cost
Winter Championships Catering	2000	2000	0	
Winter Championships Official Travel	6600	6600	0	
Winter Championships Other Expenses	2000	2000	0	
Winter Championships Awards	800	950	-150	
Winter Championships Printing/Stationery	400	400	0	
Winter Championships Video Streaming	1650	1300	350	
Trophies Storage	1200	1200	0	
Donations	1250	1250	0	
	94550	98220	-3670	
SWIMMING DEVELOPMENT	Budget	Est Actual	Variance	
Support SE Talent Camps	5000	5000	0	
Offshore camp	24135	24000	135	The bulk of the cost of the 2023 camp was spent in Q4/2022 and charged against budget for the 2022 camp which did not happen. For 2024 costs incurred before the end of 2023 (air fares and hotel payments) will be charged against the 2023 budget and costs associated with the 2025 camp will be included in the 2024 budget submission.
Regional distance programme	5000	4000	1000	Camp 2 pool time reduced because of shortage of coaches
Officials education	1000	2500	-1500	Significant changes to laws and supervision ratios needed to be cascaded
Coaches forum	400	100	300	Coaches Forum meetings are now all held online, or alongside other events
Coach mentoring	2000	2000	0	
Swim course leaders and referees forum	2000	0	2000	No face-to-face forum held or planned. Ongoing online briefings have been held.

	39535	37600	1935
Net profit (loss)	-49585	-45604	7451

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

<< To be added >>

**Report Completed by;**

**Name of author: Mike Lambert**

**Position: Swimming Manager**

**Email Address: [swimmingmanager@southeastswimming.org](mailto:swimmingmanager@southeastswimming.org)**

**Phone Number: 07472 703700**

Please forward your completed report to [bryony.gibbs@southeastswimming.org](mailto:bryony.gibbs@southeastswimming.org) by 9 November 2023

## 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.

Southeast Water polo at present is without a Water polo Manager. There are meetings planned in the near future so hopeful a Manager will be appointed. To cover this period without a Manager I have taken the lead together with Kate Hutchinson Regional Club Development Officer and David Cross, Treasurer.

### 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.**

There has been little movement with setting up Competitions and having a Regional Water polo development plan.

Recently a zoom meeting was called inviting all the water polo clubs in the South East (9 clubs) attended, this meeting was followed by a second meeting, this time 6 clubs attended. The main discussion was around the following points.

- a) Cost of Coaching courses and time to attend the courses.
- b) Clubs requiring having a Level 2 Coach on the poolside.
- c) Coaches in the water joining in the training.
- d) Swim England sporting framework, two clubs have got involved Seven Oaks and Southampton. There has been no feedback from either club

We have concerns over the following:

1. Level 2 Coach and clubs having the correct procedures in place to affiliate although the does appear to be more water polo clubs gaining Swim Mark or affiliation.
2. There is resistance from some water polo clubs who wish for the coach to be in the water in the training sessions.
3. Query over clubs networking after a suggestion that clubs could network with each other. Swim England states that the clubs would have to have specific Network water or all players would have to have membership of each club.

There is another Water polo club meeting in the near future with the aim of getting more clubs attending. There is a hope from this meeting a Manager could be appointed and a Committee or working group to run water polo in the Southeast and set up a development plan to initially focus on a Competition programme, growth of clubs and grass roots development. There have been some comments about the regional training being in the same place each time. Would it be possible to move this training around the Region as to get to the venue for some young players can take up to three hours or more to get to the venue.

3. **Specific Areas**

Please provide a summary of significant developments achieved by the Group in the following areas. This covers activities from 01 January 2023-31 December 2023:

**3.1 Talent Development**

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

**Boys National Pathway during 2023**

U19 GB National squad

Indy Nash (Worthing SC)

Felix Monaghan (Worthing SC)

Matt Williams (Watford Water Polo Club)

U17 GB European Qualifiers Malta March 23

Henry Broadhurst (Worthing SC)

Felix Monaghan (Worthing SC)

Indy Nash (Worthing SC)

2007 National Squad

Oliver Phillips (Worthing SC)

Tumay Evcimen (Worthing SC)

Joey Taylor (Worthing SC)

2008 National Squad

Jamie Miles (Worthing SC)

Cassius Humphrey (Worthing SC)

2008 Talent Centre

Sam Collier (Basingstoke Bluefins)

Dominik Bullen (Worthing SC)

2009 Talent Centre

Sammy Smith (Worthing SC)

Aiden McArragher (Worthing SC)

Thomas Greenyer (Worthing SC)

Piarras Donnelly (Basingstoke Bluefins SC)

Aston Bennett (Basingstoke Bluefins SC)

Leon Wudarczyk (Worthing SC)

Sam Tredwell (Kingston Royals)

2010 Talent Centre

Matthew Collier (Basingstoke Bluefins SC)

Ryan Cutting (Basingstoke Bluefins SC)

Riccardo Pianta (Worthing SC)

**Girls National Pathway during 2023**

u19 GB National Squad:

Lily (Elizabeth) Ross (Andover S&WPC)

Ruby Rosser (Worthing SC)

u17 GB European Championship squad:

Becky (Rebecca) Smith (Worthing SC)

Lily (Elizabeth) Ross (Andover S&WPC)

u17 GB National Squad:

Becky (Rebecca) Smith (Worthing SC)

Lily (Elizabeth) Ross (Andover S&WPC)

Lillie-Rose Standen (Worthing SC)

2007 National Squad:

Lily (Elizabeth) Ross (Andover S&WPC)  
Elsie Graves (Worthing SC)  
Anjelea Gallagher-Padayachy (Worthing SC)  
Amelia Cook (Worthing SC)

2007 Talent Centre:  
Leelou Butcher (Mid Sussex Marlins)

2008 Talent Centre:  
Sareena Gallagher-Padayachy (Worthing SC)

2009 Talent Centre:  
Jessica Fleming (Basingstoke Bluefins SC)  
Luisa Borgia (Worthing SC)  
Megan Ross (Andover S&WPC)  
Calista Almeida (Basingstoke Bluefins SC)

2010 Talent Centre:  
Maia Middleton (Worthing SC)  
Alice Ross (Andover S&WPC)  
Aimee Fleming (Basingstoke Bluefins SC)  
Millie Mills (Worthing SC) (recent addition)

### 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.

No Regional competitions have run

### 3.3 Clubs & Membership Development

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

A Water Polo Club Referee course ran earlier in March with 30 candidates attending. Applicants can express an interest in a referee course via the website and all Clubs have been contacted to inform them. Currently, we have 5 people on the waiting list.

2 Assistant Water Polo Coaching courses ran in the Region during the year. A Water Polo Coach course also ran in London which a number of South East Coaches attended.

#### 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.**

The Regional water polo teams both girls and boys have done very well and produced excellent results as detailed below. The Regional training venues both sexes is going strong, congratulation to the Coaches.

Boys Under 16 (2008 & Younger) Inter Regional – Runners Up (Silver)  
Girls Under 16 (2008 & Younger) Inter Regional Champions (Gold)  
Boys Under 18 (2006 & Younger) Inter Regional – Runners Up (Silver)

#### 5. Finance

Performance against Budget 2023. Please highlight any significant over/under spends and why these have occurred.

**2023 budget variances:**

Variance YTD = £12.7k

It looks like we will end the year at around **£11k** under budget. The three main items in this £11k underspend will be as follows:

1. Official & Coaching development = **£3.9k**
2. WP Festivals = **£2k**
3. Regional Academy = **£2.5k**

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

**Report Completed by;**

**Name of author:** Rosa Gallop & Kate Hutchison

**Position:** i.e. Diving Manager

**Email Address:**

**Phone Number:**

Please forward your completed report to [bryony.gibbs@southeastswimming.org](mailto:bryony.gibbs@southeastswimming.org) by 9 November 2023

# Swim England Governance Code for Regions

Information required by regions in the same format as clubs and counties. The area agreed from the Tier 3 Sport England requirements is shown alongside the proposed piece of Swim England required evidence. This would be built into the online portal that we currently use.

	Area of Compliance	Required Evidence	Area of Tier 3 Code for Sports Governance	Supporting information / templates
1	Governance	<p>1.1. Regional governing document detailing committee structure, reporting processes, Terms of Reference for all committees including that of an Audit committee. The governing document will also demonstrate the organisation is properly constituted, has a clear purpose and is inclusive and accessible.</p> <p>1.2. Evidence of Regional AGM including copy of minutes showing appropriate board appointments, independently examined annual accounts and financial forecast and chairperson reports to members and published on regional website.</p> <p>1.3. Chairs statement of compliance, duly appointed by the region, who shall be responsible for the leadership of the board and compliancy towards Swim England policies and regulations. The statement to include evidence of written responsibilities for all Directors.</p> <p>1.4. An up-to-date matrix detailing skills, experience, diversity, independence and knowledge required of its Board.</p> <p>1.5. Board member terms published. Should include that a Director may serve on the Board for a set number of consecutive terms, each term being no more than four years in length, up to a maximum of twelve years continuous service. At the end of</p>	<p>1.1, 1.2, 1.3, 1.4, 1.6, 1.7, 1.8, 1.9, 1.14, 1.15, 1.19 2.11, 2.12, 2.13 4.6 5.1, 5.4, 5.5, 5.6</p>	<ul style="list-style-type: none"> <li>• Sport England Code for Sports Governance <a href="https://www.sportengland.org/funds-and-campaigns/code-sports-governance">https://www.sportengland.org/funds-and-campaigns/code-sports-governance</a></li> <li>• Swim England Model documents and Guidance Notes</li> <li>• Regional Chairperson job description / R&amp;R</li> <li>• Regional Chair statement of compliance</li> <li>• Swim England Handbook and Code of Ethics</li> <li>• Skills matrix template</li> </ul>

		<p>a term of service there must be a minimum of one year gap before holding a position of office again.</p> <p>1.6. Remuneration policy and procedure for all Directors and employees</p> <p>1.7. The regional plan that is shared with its members including information on</p>		
2	Welfare	<p>2.1. The regional safeguarding and welfare plan demonstrating the regional responsibilities towards the welfare and safety of its members.</p> <p>2.2. The board will appoint one of its directors to lead on the area of Welfare and safety of members.</p> <p>2.3. Regional Welfare Officer statement of compliance to Wavepower.</p>	4.7	<ul style="list-style-type: none"> <li>Regional Welfare Officer job description / R&amp;R</li> <li>Welfare Officer statement of compliance</li> <li>Wavepower</li> <li>Heart of Aquatics</li> </ul>
3	Diversity and Inclusion	<p>3.1. Regional Diversity and Inclusion Action plan (DIAP) – Each organisation shall publish clear ambitions to ensure its leadership represents and reflects the diversity of the local and/or national community (as appropriate).</p> <p>3.2. A documented, formal, inclusive, rigorous and transparent procedure for the appointment of all type of directorships to the Board, and all appointments shall be made on merit in line with the skills and diversity required of the Board.</p>	2.1, 2.2, 2.3, 2.4, 2.5, 2.6, 2.7, 2.10	<ul style="list-style-type: none"> <li>Swim England Equality, Diversity and Inclusion plan</li> <li>DIAP template</li> <li>Foundations of Inclusivity CPD</li> </ul>
4	Communication	<p>4.1. The regional strategy or a summary document including information on its governance structure and how it cascades this, structure, strategy, activities, and financial position including the remuneration paid to each of its Directors (except for members of the senior management team who are Ex Officio Directors).</p> <p>4.2. Evidence that the region is developing and delivering a strategy for engaging with, and listening to all its stakeholders that shall be reviewed annually and its delivery monitored.</p>	3.1, 3.2, 3.3 4.1	<ul style="list-style-type: none"> <li>Access to Aquatics</li> <li>Heart of Aquatics</li> </ul>
5	Standards and Conduct	<p>5.1. Evidence of the annual board evaluation and individual appraisal demonstrating skills, performance and effectiveness including clear actions resulting from the evaluation.</p>	4.2, 4.4, 4.5, 4.6, 4.7 5.6, 5.7	<ul style="list-style-type: none"> <li>Code of Conduct template</li> <li>Conflict of Interest template</li> <li>Risk register guidance and template</li> <li>Risk Assessment template</li> </ul>

		<p>5.2.Regional codes of conduct for all board, council, committee and employee positions.</p> <p>5.3.Regional Conflict of Interest policy.</p> <p>5.4.Completed risk register detailing any risk management for the region including financial risks and mitigations.</p> <p>5.5. Completed risk assessments for any activities or competitions delivered by the region for its members.</p>		
6	People	<p>6.1.Personnel Report of ALL regional volunteers and employees including Governance, support, competition or coaching positions. Swim England Online Membership System (OMS) download required and reviewed on an annual basis.</p>	3.4	<ul style="list-style-type: none"> <li>• OMS Guide to Managing the Personnel Record and Role Descriptor Guidance</li> <li>• Roles &amp; DBS Requirements</li> </ul>

Over All Budget Surplus and Deficit 2024			
Discipline	Income	Expenditure	Surplus/Deficit
Water Polo	£ 4,750.00	£ 29,130.00	-£ 24,380.00
Masters	£ 31,850.00	£ 39,340.00	-£ 7,490.00
Open Water	£ 5,000.00	£ 13,350.00	-£ 8,350.00
Diving	£ 4,850.00	£ 20,750.00	-£ 15,900.00
Artistic Swimming	£ 14,695.00	£ 27,360.00	-£ 12,665.00
Disability	£ 3,750.00	£ 14,620.00	-£ 10,870.00
Swimming	£ 112,660.00	£ 152,360.00	-£ 39,700.00
Development	£ 1,000.00	£ 48,000.00	-£ 47,000.00
Central Establishment	£ -	£ 6,780.00	-£ 6,780.00
Governance	£ -	£ 5,740.00	-£ 5,740.00
Other	£ -	£ 125,327.00	-£ 125,327.00
Contingency	£ -	£ -	£ -
Income	£ 207,900.00	£ -	£ 207,900.00
Totals	£ 386,455.00	£ 482,757.00	
Over all Budget Surplus and deficit			-£ 96,302.00

## **Swim England South East Strategy to support Access Aquatics 2023-2024**

### **Paper for RMB 19th November 2023**

#### **Background and context**

Swim England (SE) launched a new 10 year strategy in May 2023. Representatives from the Regions were invited to share their views and initial thoughts on how this could be supported. The South East was represented by Roger Penfold, Jenny Gray, Bryony Gibbs and Sara Todd.

Regions have been invited to develop their strategies, completing a template which will be submitted to SE for “refining” to ensure the same look and feel across the organisation. (There will be no editing of content). The ambition was to have this completed for January but anytime throughout Q1 2024 will be acceptable and I have explained our current ambition to have something finalised by March 1<sup>st</sup> 2024.

To support our work we have received

1. An overview of the strategy indicating those aspects which are deemed “ essential “ for the Regions and those which are “ optional”
2. The template
3. South East Regional Insight pack indicating the current environment as it pertains to Diversity, Disability, Socio economic profile and membership.

#### **Access Aquatics – Key features**

**Vision:** Championing a healthy and successful nation through swimming

**Mission:** Improving the health and success of the nation through enabling access to aquatics for all.

Three major pillars of the Strategy

##### **1. Capability**

- a. Increasing the number of Key stage 2 children able to swim
- b. Enable access for underrepresented communities
- c. Increase the number of pools with “Water Wellbeing “ Status
- d. Increase membership in a network of financially robust clubs providing opportunities for participation from all backgrounds and ambition
- e. Providing a Talent System for all aquatic disciplines that supports medal success and encourages and promotes participants from diverse backgrounds

##### **2. People**

- a. Foster a welcoming and inclusive environment at all levels of aquatics to encourage an increase in the proportion of people from under represented communities taking part
- b. Enhance governance of the sport and workforce that is highly respected, delivers great experiences and is representative of the community it serves
- c. To ensure the highest safeguarding and welfare support as described in the Heart of Aquatics plan

### **3. Water**

- a. Maintaining an adequate supply of publicly available water to support all aquatic activities ( 12m/ 1000 head of population)
- b. Protect the national sport infrastructure by maintaining the current number of 50m pools, 10m diving platforms and deeper water facilities

### **Challenges for Regions / South East**

1. Regions are funded through club membership fees, predominantly from speed swimming, which makes it difficult to encourage support for activities outside of Club / discipline requirements e.g. LTS
2. Resources remain limited to a small team of employed personnel ( 2.5 FTE) and volunteers reinforcing challenges to support activities outside of historical boundaries
3. Collaboration and alignment with the County programmes
4. Historical focus on speed swimming
5. Requirement to implement the Regional Governance Code

### **Insights and expectations from SE**

There is no expectation that each area of the strategy should be covered in the first instance and Regions are free to decide where to focus and prioritise.

SE are very happy to provide support, consultation and facilitation if required.

Some flexibility on timing (this is a 10 year strategy!)

### **Wave 1 2024 – 26**

#### **Focus on what we currently deliver and identify improvements to efficiency and effectiveness**

Proposed Regional Vision statement : **“Swimming for All “**

Proposed Regional Mission statement:

**An inclusive environment where swimming for all is actively encouraged and where clubs, athletes and volunteers in all communities can flourish**

#### **Priorities:**

1. Development of financially robust , well governed Clubs / Disciplines via implementation of existing programmes
  - a. e.g. Club Affiliation, SwimMark, Wavepower (?), Diversity & Inclusion Action Plan
2. Talent Systems including regional competitions /development camps

3. Review how to maximise / measure return on investment for all resources (financial and human!)
4. Assess current governance structures considering requirements of Regional Governance code , sub-group structures & ToR
5. Opportunities for further alignment with County structures and assessment of potential benefits.
6. Identify what we would do if more centrally-managed resources were available
7. Identify potential sources of additional resource (esp. voluntary)

Next steps:

- 1. Develop a robust understanding of current Regional environment from which to develop**
  - a. Assessment of under-represented communities within Clubs and Disciplines
  - b. Understanding of Clubs with LTS programmes and those with “ space “ for increase in membership
  - c. Current local initiatives to signpost LTS programmes to Clubs
  - d. Local intelligence on publicly available infrastructure ( e.g Operators , pool closures / refurbishment/ new builds
2. Improve understanding of impact of Regional / County Governance code
- 3. Seek input from Disciplines & Counties**
4. Run workshop, with appropriate representation, to further develop strategic priorities and conduct SWOT (as per SE recommendation) ( Jan /Feb)



**Kristie Jarrett - Regional Club Development Officer**

**Report to Regional Management Board November 2023**

**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
- Regional Off –shore swimming camp

**Talent Pathway programmes**

**Regional Distance Programme**

This year we have expanded the open water development camp into a 2-day distance development programme. 36 athletes were selected based on their 800m and 1500m times from the 13-16-year-old age groups. The first camp took place on the 4<sup>th</sup> June and included a pool session, working on open water skills followed by a lake swim incorporating race simulation. We recruited a strong team of coaches, many with the open water coaching qualification. The camp was well supported by Carol and David Butler as Team Managers. The main challenge of this programme is to find a suitable lake venue including adequate safety cover. The longside Lake in Egham, Surrey was very accommodating and proved a good choice and a regular option going forward. The cost of the wetsuit hire was greater as there was no on site provision, therefore we passed on some of the cost to those athletes needing to borrow one. The second camp day took place on the 9<sup>th</sup> September at ACS Cobham. Attendance was good at the camp from the athletes, a few of the coaches pulled out of the camp which left us with fewer skills coaches than normal. This has proved a difficult programme to plan due to the availability of dates in the swimming calendar.

**Regional Pathway camps**

This year we have been asked to provide camps for the 13-year-old age group, with counties looking after the 12 year olds. Selections were made based on the 200m IM event and for the first time, the relative age effect, which meant 50% of selections were made from swimmers born Jan – May and 50% from June- December.

36 athletes represented 25 clubs on the programme. The first of the 3 camps took place in September at ACS Cobham, the other 2 camps will take place in December with an online education afternoon and June 2024 with a face to face camp. Head Coach this season is Will Philpott (Crawley). Skills coaches include; Alex Bowsher (Chalfont), Mikey Redpath (Portsmouth), Ben Rowett (Guildford), Ewan Quibell (Wantage), Oscar Kelly (Wycombe), Neil Stanley (Dartford) and Jasmine Strudwick (Dorking)

## Regional Off Shore Swimming Camp

Following the regional winter championships, 24 athletes have been selected to attend the Luxembourg Euro Meet. Camp staff include; Adam Naylor, Head Coach (RTW Monson), Tom Company, S and C coach (Portsmouth) Lynne Harrison (Basingstoke) and Paul Baybutt (CMK) as Team Managers. Applications are now closed for the other coaching roles and will be confirmed shortly.

## Coach Development

The main opportunities for swimming coach development are;

- Regional/ national mentoring programme
- Working on the pathway camps from County – national levels and the regional off shore camp
- Workshops provided through England talent –connecting coaches – online sessions.

The region has been joint funding the aspire mentoring programme for the past few years. Kevin Brooks, David Vine and Lee Spindlow currently offer support to 8 coaches. This season they include; Jasmine Strudwick (Dorking), Matt Paget (Sevenoaks), Claire White (Maidstone), Matt Smart (Rushmoor Royals), Alex Bowsher (Tilehurst), James Dyer (Cranleigh), Simon King (Crawley), Ross Hunter (Mid Sussex Marlins). I meet with the national coach development manager and the mentors each quarter to review progress.

## County Support

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

## Coaches Forum

The forum continues to meet every two months online. The group now have appointed a rep to support regional swimming competition planning. We have three new members this season; Matt Naunton (Shiverers), Matt Smart (Rushmoor Royals) and Nathan Jegou (Tigers, Jersey)

## Time to Listen Training

We continue to provide this training online every two months. The courses are generally fully booked at 12. This month we are moving across to the UK coaching contract. This will see a cost increase of £150 per course. The course length is moving from 4 to 3 hours.

## SwimMark/ Club Affiliation

We have maintained the number of SwimMark clubs at 103 during this period. We have an additional 65 requiring club affiliation.

Swim England have introduced a number of changes to both SwimMark and club affiliation requirements. The main ones include;

- Diversity and inclusion action plans and training
- Safeguarding requirements – from January only the Swim England training will be accepted and will now also be compulsory for 16/17 year olds. Course bookings are no longer acceptable, training must be renewed before expiry.
- Chair and Welfare good governance workshop attendance is now compulsory

Swim England have introduced a 2 week warning, before the deadline, to all club members where SwimMark/club affiliation has not been achieved. Three South East clubs were contacted last quarter which the clubs found upsetting and stressful due to the enquiries coming in from members. Despite being past the regional deadline, I was confident that all clubs had the final tasks in hand. I believe that this is being reviewed and will now potentially be 1 week before the national deadline. From the club leadership group meeting, I understand that one region and Swim England are considering their support of Swim Mark going forward.



**Kate Hutchinson - Regional Club Development Officer**

## **Report July 2023-October 2023**

### **July - October 2023**

#### **Main areas of work**

- Team Manager course delivery and Club support
- Young Volunteer Programme
- Support Sussex, ONB and Kent Counties
- Discipline support – Diving, Para, Artistic, Masters and Waterpolo
- Club affiliation for Sussex, ONB and Kent Clubs

#### **Team Manager Courses**

- The Region hosted two TM2 courses – 11<sup>th</sup> July and 10<sup>th</sup> October
- The Region has hosted 8 TM1 courses – 18<sup>th</sup> July, 9<sup>th</sup> August, 4<sup>th</sup>, 14<sup>th</sup>, 21<sup>st</sup>, and 26<sup>th</sup> September, 3<sup>rd</sup> and 17<sup>th</sup> October as well as the 9<sup>th</sup> November

The Region has delivered Team Manager courses almost weekly since September 1<sup>st</sup>, and the new supervisory policy becoming mandatory for Clubs, training 259 TM1s and 54 TM2s. The demand for courses has been extremely high, with Swim England increasing the maximum course number to help keep up with demand. Unfortunately, we still have a number of no shows on each course, but with an additional email being sent out in advance of the course, asking for prior notice, we have been able to fill some of the spaces. A waiting list is now in place on the website which has allowed members to be kept up to date with any free spaces and new courses, those on the waiting list are usually found a space within one month of signing up. As of Friday 10<sup>th</sup> November we have 107 member on the waiting list and have offered spaces to 66 of these for courses before the end of the year.

There are a further six TM courses booked before the end of the year, with one new presenter due to be observed before the end of November to support the delivery.

#### **Young Volunteer Programme**

The current programme is due to end on the 17<sup>th</sup> November, and all participants and mentors have been notified that all hours need to be registered on the website by the 30<sup>th</sup> November.

42 young volunteers signed up to the 2023 programme with 29 actively engaged.

The National Volunteer team is looking at the programme and developing one to align what the regions are offering. Therefore, at the moment a new programme offer is on hold. However, the team are looking at moving the programme dates to coincide with the School and aquatic season.

#### **County Support**

Sussex – Attended a committee meeting via zoom on the 13<sup>th</sup> September

ONB – Attended a face to face committee meeting on the 28<sup>th</sup> September

## **Para Swimming**

The Regional Development Meet took place on the 15<sup>th</sup> October, with 5 swimmers being classified and 28 accepted entries. There were a few last minute complications, and the event was licenced as a level 4 meet.

As so few swimmers were able to go through classification at this meet, another event has been scheduled for February, where those waiting to be classified will be invited to attend. This will take place in Oxford, but will be led by Martin Lees and the National team. Discussions have taken place around the clash with different County meets but Martin is confident that we can help athletes wishing to attend both when looking at the scheduling.

I am looking to secure a date for a Regional Development Day in January although it is proving difficult to find a coaching team, and Tom Baxter has decided to step down as the lead coach for the Region due to his commitments to his Club.

## **Masters**

I attended the SER Masters meet at K2, Crawley in September where I volunteered as a marshall. It was a great experience and a good opportunity to meet some key people.

I also joined a Masters Group Meeting on Saturday 16<sup>th</sup> October.

## **Water Polo**

Rosa and I continue to work with the water polo clubs, with a meeting scheduled for Friday 17<sup>th</sup> November to try and engage some members to form a committee with the focus on developing a competition programme for the Clubs.

## **Artistic**

Attended the Artistic discipline group meeting held on 27<sup>th</sup> October  
Attended the Artistic Grade Day that took place in Reading on 23<sup>rd</sup> July

## **Club Affiliation**

All Clubs in Kent, Sussex and ONB successfully achieved their Club affiliation last quarter, with 27 due this quarter from these three counties. Two Clubs have started the process at the time of this report.

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

Minutes of Meeting held on Thursday 19<sup>th</sup> October 2023 as an online meeting starting at 7.00pm

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<b>Present:</b>	Roger Penfold (RFP)	Chairman
	George Adamson (GA)	Board Member
	Brian Deval (BD)	Board Member
	Rosa Gallop (RG)	Board Member
	Jenny Gray (JG)	Board Member
	Mike Lambert (ML)	Board Member
	Chris Lee (CL)	Board Member
	Roger Prior (RGP)	Board Member
	Sara Todd (ST)	Board Member

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

Bryony Gibbs (BG)	Regional Manager
Andy Giess (AG)	Regional Welfare Officer
John Tripp (JT)	Regional President

**114 Apologies**

Carys Jones

**115 Minutes of the Meeting held on 12 September 2023**

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

**Action: BG**

**116 Matters Arising**

100 – Finance – Coaches' Bursaries – It was confirmed that the current spend on bursaries for 2023 was £38.5k. The bursary scheme for 2024 had been discussed and agreed by the Development Group at their last meeting.

101 - Incorporation – Bank Account – There had been an update earlier in the day from HSBC & it was hoped an account would be opened soon.

102 - Regional Governance Code – The group had not yet met to discuss this further. CL and ST had agreed to provide some words on this, this was in progress.

**Action: CL/ST**

106 - Regional Strategy – This was currently in progress and an update would be provided at the next meeting.

108 - Swim England Team Engagement Survey – This had not been discussed at the Staffing Group's meeting earlier this week. Items of note from the survey may still need to be addressed, although it was felt that the survey results overall did not reflect the responses of the Region's employees.

**Landscape sheet**

Nothing noted

**117 Appointments**

## **Regional Chairperson & Finance Director**

The following appointments were recommended to the Board from 01 January 2024;

Regional Chairperson - Sara Todd  
Finance Director – Roger Prior

These recommendations were endorsed by the Board. Both candidates were offered congratulations on their appointments. This news would be included in the November newsletter.

It was noted that for continuity it may be helpful if both roles did not finish at the same time. It was agreed this should be addressed.

**Action: BG / BD**

### **118 Concession Agreement**

Following discussion of the proposals received, it was recommended that SwimPath be appointed from 01 January 2024 – 31 December 2025. This recommendation was endorsed by the Board. BG to write to SwimPath to confirm, while BD will liaise around some of the details of the agreement. BG also to write to other interested parties.

**Action: BG / BD**

### **119 Swim England Board – Call for Nominations**

An email was circulated confirming that Joan Wheeler's term of office was due to come to an end on 31<sup>st</sup> Dec. It was indicated that Joan intended to stand again. It was decided that the Region would not put forward a candidate on this occasion.

### **120 Staffing Matters**

The Staffing Sub Group met earlier this week and a report was circulated to the Board confirming the arrangements agreed around the maternity cover. The group had also discussed the outcomes of the Regional Staff's one to one meetings and lieu time worked. The report was noted by the Board.

### **121 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**

Brighton College (Sussex)

Jersey Water Polo (Hampshire)

#### **Resignations**

None

#### **Enquiries**

Basingstoke Water Polo Club (Hampshire)

Hythe Aqua (Kent)

Sunbeam Swimming Club (Horsham) (Sussex)

University of Portsmouth SC (Hampshire)

#### **Change of Name**

None

**122 Regional Chairs Meeting**

The minutes of the Regional Chairs' meetings held on 29 September were noted.

**128 Swim England Board Meeting**

The minutes of the Swim England Board meeting held on 13 September were noted.

**128 Sports' Operation Committee Minutes**

The minutes of the Sports' Operation Committee meeting held on 12 September were not yet available.

**129 Correspondence**

None noted.

**130 AOB**

None noted.

**131 Date of the Next Meeting**

Sunday 19<sup>th</sup> November, 10am – Holiday Inn Guildford

The meeting was closed at 19.54

# AGENDA ITEM 11

## MATTERS ARISING FROM RMB MEETINGS

Updated as at 31 October 2023

	SUMMARY OF AGREED ACTIONS	MIN REF	ACTION	COMMENTS
1	<b>List of Assets</b> BG to compile a list of assets for Trustees	13.10.2015 Min 140.3	BG	<i>Ongoing</i>
2	<b>Regional Trophies</b> Following the Winter Swimming Championships the Swimming Trophies were in the process of going into a secure storage unit. They will be cleaned, photographed and any with hallmarks will also be weighed. It was noted the trophies currently stored in Bristol have insurance of £10k, ML has also put the same value in place for the Swimming Trophies. It was agreed that the Region would pay insurance for 6 months. A sub group would be formed consisting of CL, GA, ML, BD and one of the custodians to formulate a strategy on what the Region should do with the trophies going forward. <b>Update</b> – it was agreed that disciplines should decide how to deal with any inactive trophies. Speed Swimming trophies to be catalogued and custodians sought, any trophies that custodians could not be sought for will be disposed of.	29.11.19 Min 164 Updated 10.09.20 Min 123	CL, GA, ML & BD	<i>In Progress</i>
3	<b>Athlete Contributions / Overseas Training Camps/Competitions</b> Agreed that the policy on athlete contributions would be reviewed, to determine the acceptable level of subsidy for these activities and appropriate contributions for athletes, as these have not been increased for some time. This should be coordinated with the Finance Group to bring to the Board for recommendation. The need for a policy on overseas' camps will also be explored. <b>Update;</b> 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 21.11.21 Min 123 16.03.23 Min 35	Strategy Sub Group	
4	<b>Finance</b> The idea of an online expenses' system was discussed, it was agreed that this would be explored further.	15.02.23 Min 20	BD/BG	<i>Complete – being trialed</i>
5	<b>Future Approach to Welfare</b> The information was discussed at length and it was felt that this is an important area which needed to be well supported. Further information would be needed from Swim England on what they would want from any role as the paper provided does not provide this information. It was agreed that a sub group would be formed to move this forward. The group would consist of CJ, GA, RG and the Regional Welfare Officer, AG  <b>Update;</b> A meeting had taken place with the Welfare and Safeguarding Group and Kevin Suckling, Head of Safeguarding & Welfare at Swim England. After further discussion, the following were agreed;	19.04.23 Min 56 Updated 27.06.23 Min 85	CJ/GA/RG/AG	<i>In Progress</i>

	<ol style="list-style-type: none"> <li>1. For the time being, the welfare function can be discharged by the voluntary Regional Welfare Officer, with support from the Region's staff</li> <li>2. The situation be subject to ongoing monitoring, as to workload, so that any necessary adjustments may be made to the workforce.</li> <li>3. That a regular fora for County Welfare Officers with the Regional Welfare Officer be established.</li> <li>4. In principle, to appoint a director to lead for the Board on safeguarding and welfare issues. This will need a brief for the appointment, with defined expectations. This will come back to a future meeting to make an appointment.</li> <li>5. That the Welfare Officer is to have a standing invitation to attend Board meetings.</li> </ol>			
6	<b>Incorporation</b> Company AGM – The Company Articles require the company to have an AGM annually. Currently the company consists of the 4 directors, so it was agreed that an AGM would be held in conjunction with an RMB meeting, by the end of the year, to cover the requirement.	12.09.23 Min 101	BG	<i>Meeting to be held in December</i>
7	<b>Incorporation</b> Bank account – Obtaining an account with HSBC was ongoing. It was agreed to give HSBC until the end of the week to respond further. If no progress is made by then other options for banking arrangements would be explored. It was agreed that the directors/BG will take this forward.	12.09.23 Min 101	BG / RGP / RFP / CL / ST	<i>Complete</i>
8	<b>Regional Governance Code</b> The Regional Governance Code information had been circulated in advance of the meeting, along with RFP's comments. There would be further work required for the Region to meet the proposed requirements, and these were discussed. It was agreed that a Governance Committee be formed to review the requirements and move this forward, if it is agreed. It was noted that any proposal needs to make sense for the Region and be appropriate for the organisation. It was agreed that CL and ST would put together some words to go back to Swim England regarding the proposal.  It was agreed that the Governance Committee would be ST, CL, RFP, RGP and JG. BG would support the group.	12.09.23 Min 102	ST / CL / RFP / RGP / JG / BG	<i>On Agenda</i>
9	<b>Regional Strategy</b>	12.09.23	ST / Strategy Sub	<i>On Agenda</i>

	<p>The proposed timeline was circulated in advance of the meeting. A first draft will be completed by 1<sup>st</sup> November with a draft going to Swim England for feedback soon after. It is proposed to have the strategy aligned with Swim England by 1<sup>st</sup> March. ST will begin work on the first draft in the coming weeks. This will look to strengthen the alignment between Development and Strategy. It was noted that the objectives of Swim England include areas that the Region does not formally cover, and consideration will need to be given around what the Region's support for this will be. The timeline was agreed.</p>	Min 106	Group	
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*Updated 31/10/23 BG*

# Swim England Sport Operations Committee

Minutes of the meeting held 12 September 2023

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

<b>Present:</b>	Joan Wheeler (JW)	Swim England Board Member (Chair)
	Neil Booth (NB)	Swim England Board Member
	Amy Bryant (AB)	Swim England Member
	Ian Mackenzie (IM)	Swim England Member
	Keith Munday (KM)	Swim England Member
	John Hidle (JH)	Regional Chairs Representative
	Ellie Conway (EC)	Youth Advisory Panel Representative
	Jon Glenn (JG)	Learn to Swim and Workforce Director
	Rebecca Cox (RC)	Swim England Business Engagement Director & Institute of Swimming Managing Director

<b>Staff:</b>	Ali Sibcy-Allen (AS-A)	Operations Administration Manager
	Helen Weeks (HW)	Sports Governance and Welfare Manager
	Brian Havill (BWH)	Chief Financial Officer
	Kerry Watkiss (KW)	Head of Insight
	Kevin Suckling (KS)	Head of Safeguarding and Welfare
	Leanne Brace (LB)	Head of Membership Development
	Mike Hawkes (MH)	Head of Diversity and Inclusion

## **Min No:**

### **1. Standing Items**

#### **1.1 Chairperson's welcome**

Members were welcomed to the meeting. JW reported that HW would be supporting the Committee while Claire Coleman was on maternity leave.

#### **1.2 Apologies**

Alex Harrison.

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

None.

#### **1.4 Declarations of AOB**

JH wished to raise an issue arising from the Club Leadership Group Minutes.

#### **1.5 Minutes from previous meetings:**

27 June 2023: The minutes were agreed as an accurate record.

#### **1.6 Actions from previous meetings**

1.6.1 23.12 – Trophies and Awards National Events Policy: to be added to November agenda.

1.6.2 23.13 – National Events Competition Plan: to be added to November agenda.

- 1.6.3 23.15 – Risk Assessment Portal: transferred to new platform, issues being corrected and access expected during September.
- 1.6.4 23.33 – WP regulation changes: IM to pick up with HW.

## **2. Items to Note**

### **2.1 Club Junior Category**

LB was welcomed to the meeting.

The circulated paper built on previous SOC discussions regarding the reduction in under 8 year's membership as well as incorporating SLT input regarding financial considerations. LB explained the proposal to create a new membership category to enable the communication of more tailored information and outlined the financial implications of the proposals regarding fees.

Following extensive discussion, suggestions for consideration included how to link into LTS programmes, introducing a nationwide price cap for the category and the implications for other categories of membership and for regions and counties.

It was agreed that further work on the proposal was required to reconsider financial aspects as well as the target audience.

**Action: LB to return to a future meeting.**

### **2.2 Update on Safeguarding**

KS was welcomed to the meeting.

An overview of the current number of investigations in progress was given, confirming that numbers are comparable with other similarly sized NGBs.

Details of a recent survey that determined whether young people know whom to talk to if they have issues, alongside the likelihood of making disclosures were outlined. Responses indicated that the majority know who to talk to but that these disclosures were unlikely to be made to the club welfare officer, highlighting work to be completed.

KS provided updates on a number of areas the team have been working on, including:

- The CPSU interim audit for which the results are expected shortly.
- A tightening in terms of safeguarding requirements for the enhance swim school membership.
- Globocol case management pilot, which will help with reporting low-level concerns.
- Sport England welfare officers to provide help and support for club welfare officers.
- Swim England Talent and Events Welfare Officer has been interviewed for and will work in the talent space.
- Working with regions to enable them to be less reliant on volunteers.
- Tightening any safeguarding loopholes that are apparent.

Team capacity was questioned, noting the increase in cases. KS advised a business case for an additional Case Officer has been submitted.

The need for an independent club welfare officer was queried, noting that some athletes may feel more comfortable disclosing to an adult they are familiar with. KS advised this is in line with CPSU guidance and undertook to discuss this further with KM outside of the meeting. A suggestion was to run a campaign to increase awareness of the role of welfare officer.

### 2.3 **Listening Exercise**

KW was welcomed to the meeting.

KW explained that the Listening Programme originated from the Heart of Aquatics plan, to develop a culture of listening to the aquatics community across the country.

Independent experts, The Behavioural Architects (TBA), are undertaking the research to ensure the community feel comfortable to share independently. The programme will listen to current and past experiences along with hopes for the future via the use of guiding questions. The programme will evolve depending on responses received.

The reasoning behind the selecting TBA was provided, highlighting their previous experience and the on boarding of a clinical psychologist for the project.

The project commenced in March with TBA immersing themselves into aquatics to gain an understanding of the community. An initial survey is currently being analysed prior to a qualitative deep dive where digital platforms will be used to record information alongside interviews with the aquatics community being completed.

The findings of the survey will be shared via an interim report with the Oversight Committee to review in October, with the final report to be produced following the remainder of the research. It is planned to publish the report on the website shortly after receipt.

### 2.4 **Strategy Update**

RC provided an update on the SE Strategy. Metrics and KPIs are being agreed to provide targets to work towards for all priority areas.

A strategic implementation group has been formed with Heads of Service from relevant areas and SLT members. The group will determine the key focus areas for the organisation and develop action plans to support their delivery.

### 2.5 **Transgender verification process**

MH was welcomed to the meeting.

The process for referees to report individuals who may not be competing in the correct category was detailed. Referees will not be required to investigate but may be contacted for further information.

MH confirmed that the result would stand for the event and any changes are to be managed retrospectively.

Officials across all disciplines will receive details for their discipline and a link to the reporting form by the end of the month.

### 2.6 **Budget 2023 mid-year update**

BWH was welcomed to the meeting.

An overview of income and expenditure was provided, detailing that 90% of income results from Awards, IOS and membership, supported by Sport England funding. During 2023, both the IOS and Awards have had very strong years while membership is expected to achieve 2019 income by year end. BWH outlined the changes to Sport England funding since the pandemic as well as highlighting some projects that receive ring-fenced funding. Details of other income streams were also shared.

BWH outlined focus areas of spend, requesting input from SOC as to areas of interest. This was confirmed to be the proportion across the disciplines and ensuring members are fairly represented as well as expenditure by activity.

Discussion considered variance across the disciplines and where SE contributions and Sport England contributions differ.

Prior to returning to the November meeting, BWH and JW will discuss what is to be included in the report.

**Action: BWH and JW to discuss November report.**

### **3. Items for Decision**

#### **3.1 Harold Fern and A. H. Turner Awards**

As previously agreed by SOC, JW, AH and Claire Coleman met to discuss how to improve nomination levels for the awards.

The group had concluded that there continued to be a demand for these awards for exceptional long service, but that changes should be made to the timescales and scope for nomination. The funding, which had originally paid for the awards, had been used some years ago.

Key recommendations were outlined as:

- Update the timescales to link in with the National Awards ceremony in November.
- Circulating timescales to Regional Chairs and the offices.
- Including Discipline Leadership Groups to enable national nominations.
- Remove the financial award.
- Review the certificate.

The Committee agreed the recommendations to be implemented from 2024. It was noted that the changes would require a change both to the 2024 Handbook and to a policy document.

**Action: JW would establish whether the changes needed Board approval and progress Handbook and policy changes.**

#### **3.2 Updated affiliation criteria for third party organisations**

HW introduced the report by explaining the need to strengthen SE's commitment to safeguarding and welfare across all the sports in affiliated third party organisations. The initial focus had been on boarding schools and specific school clubs, and the report before the committee detailed the additional evidence that will be required from affiliated clubs in this category. HW proposed that implementation would begin from 1 October 2023 with new clubs having to agree and existing organisations having six months to provide details.

The Committee approved the proposal with HW to discuss with the Director of Legal to clarify whether SE Board approval is required before implementation.

**4. Leadership Group updates**

**4.1 Artistic Swimming**

No update.

**4.2 Clubs**

Discussion considered the suspension of clubs when affiliation requirements had not been met alongside the impact on members. The provision of insurance and safeguarding athletes at events were taken into consideration in addition to ensuring members are not penalised.

HW was asked to clarify the member insurance provision and provide details to SOC members via email so that a decision could be made

**Action: HW to clarify insurance provision and update SOC members.**

**4.3 Diving**

No update. The minutes were noted and attention was drawn to the Chair planning to step down. JW is to discuss with them.

**4.4 Swimming**

No meeting held since last SOC meeting.

**4.5 Water Polo**

The minutes were noted.

**5. AOB**

None recorded

**6. 2023 Meeting Dates**

- Tuesday 28 November 2023, 10am.

Proposed 2024 meeting dates to be circulated following agreement of the SE Board dates.