

Regional Management Board

A meeting of the Regional Management Board will be held on 14th March 2024 as an Online Meeting commencing at 1900

Agenda

22	Apologies <i>To receive any apologies from members unable to attend the meeting</i>	ST	1900
23	Minutes of the Meeting held on 13.02.24 <i>To agree accuracy of minutes from the previous meeting</i>	ST Enclosed	1905
24	Matters Arising <i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i>	ST Enclosed	1910

Items for Decision

- 25.1 – Finances sign off for Annual Report.
- 25.2 – Annual Report Sign off.

Items for Discussion / Information

	26.1- Regional Staff update	KJ
	26.2 - People Plan	ST
	26.3 – SwimMark Review	ST
	26.4 – Regional Agreement/Working together	ST
	26.5 - Role of the Counties	ST
	26.6 – Listen Project Report	ST
27	Regional Chairs Meeting <i>To review the notes of the Regional Chairs meeting held on 04.03.24.</i>	ST
28	Sports Operation Committee Minutes <i>To review the minutes of the Sports Operations Committee meeting held on 06.02.24, Attached.</i>	ST
29	Swim England Board Minutes <i>To review the minutes of the Swim England Board meeting held on 20.02.24, no minutes available at present.</i>	ST

Affiliations & Resignations

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

30.1 New Affiliations – Approved

None

30.2 Affiliation Applications – Pending

None

30.3 Resignations

None

30.4 Enquiries

Basingstoke Water Polo Club (Hampshire)
Sunbeam Swimming Club (Horsham) (Sussex)
University of Portsmouth SC (Hampshire)
Hythe Water Polo Club (Kent)
Millennium League 2024

30.5 Mergers

None

30.6 Change of Name

RN Swimming to RN Aquatics

31 **Correspondence**32 **AOB**

32.1 – Banner for K2 Pool

33 **Date of Next Meeting**

17th April ACM 7pm. Online Meeting
17th April RMB to follow on from ACM

**Swim England South East
Regional Management Board**

Minutes of Meeting held on 14.03.24 as an online meeting starting at 7.00pm

Present:	Sara Todd (ST)	Chairperson
	Brian Deval (BD)	Board Member
	Mike Lambert (ML)	Board Member
	Roger Penfold (RFP)	Board Member
	Roger Prior (RGP)	Board Member
	George Adamson (GA)	Board Member
	Rosa Gallop (RG)	Board Member
	Chris Lee	Board Member

Also in attendance (non-voting):

Caroline Burke (CB)	Administration & Finance Coordinator
Kristie Jarrett (KJ)	Acting Regional Manager
Andy Giess (AG)	Regional Welfare Officer

22. Apologies

Carys Jones	Board Member
Jenny Gray	Board Member
John Tripp (JT)	Regional President

23. Minutes of the Meeting held on 13.02.24

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

**24. Matters Arising
Landscape Sheet**

2.1 – Regional trophies – ML will do this differently to originally planned. He will catalogue one box at a time at home as finding a date on a Saturday to meet with the group is proving difficult to plan. Noted that trophies will be uninsured whilst in Mike's care board accepted and noted.

Action : ML

5.7 – Future approach to welfare – there will be meeting arranged between KJ, RFP, AG to look at the regional welfare plan, utilising examples from regions alongside listening report.

Action – KJ, RFP, AG

6.2 – Incorporation – BD asked whether we should be sharing information on the new company through the website. Directors are still in discussion with auditors to look at the way forward and will update when this can happen.

Action – CL, RGP

25. Items for Decision:

25.1 – Finances sign off for Annual Report.

25.2 - Annual Report Sign off.

The finances were not available to share, therefore, will be circulated once complete for sign off via email. The final version of the annual report will also be circulated via e-mail for final checking.

Action – CB, BD

26. Items for Discussion/information:

26.1- Regional Staff update -

Areas to highlight are;

- Hampshire are still without a constitution checker.
- ONB are without welfare officer (or Chair), Kate has been supporting with a complaint.
- Regional governance code is moving along well and mostly on track. We have 40% approved by Swim England. There are some big areas still to achieve, i.e. the strategy and the welfare plan but these are in progress. As policies are being developed these will be shared with the board.
- Kate Hutchinson has been doing very good work supporting water polo whilst without regional manager.

26.2 - People Plan –

Swim England document shared for information/discussion. Observations included;

CL – Biggest part of people structure is volunteers, addressing that would be welcome in all the roles, share toolkits for roles.

ST – Suggestion to split the area of volunteers into smaller manageable areas. Response at Chairs meeting was positive in reflection of this.

BD – Some of the timelines are tight.

ST – Overall comment on most reports released, over complicated and needs to be more to the point and quicker to digest.

26.3 – SwimMark Review –

Swim England document shared for information/discussion. Observations included;

ST – Still in draft presented at regional chairs meet (changes suggested during meeting - highlighted changes in regional chairs notes).

BD – No opening statement of purpose for report – what is the report trying to achieve, it is unclear what the objectives and outcomes are.

KJ – SM generally was discussed during coaches' forum meeting, some feel that SwimMark is an essential tool to keeping good relationships and communication between them and committees.

ST – Mixed support for the program however as no review since 2018 this paper is to draft the process of the review.

26.4 – Regional Agreement/Working together –

Swim England document shared for information/discussion.

ST shared that this document has been provided in response to previous chairs meetings where they have requested for it to be made clearer and less complicated. A chairs sub group has been tasked to simplify this going forward.

CL – It doesn't cover any clear objectives, very new fresh approach/ different to what has been done before.

ST – Working group have had similar feedback and has regional chair representative.

26.5 - Role of the Counties –

Results of key finding of Counties within South East Region circulated for perusal and notes

ST – Results are broadly similar region by region. Conversations between Region and Counties welcomed to discuss how roles are perceived by both parties, to look at any opportunity to improve the structure.

26.6 – Listen Project Report –

The group was invited to discuss this important report recently published.

ST – There are some observations shared in the notes of Regional Chairs meeting.
KJ – The regional coaches' forum discussed the report today, they are keen to be involvement in regional activity to support any action taken by the region.
CL – Suggested that perhaps alongside the report, more information could have been provided for key groups such as Region, Counties, and Clubs so they felt better equipped to deal with enquiries.

27. Regional Chairs Meeting

Held 04.03.24, ST's notes were shared with the group for discussion.
One key point highlighted was that as a region we are 40% complete for regional governance.

28. Sports' Operation Committee Minutes

The minutes of the Sports' Operation Committee meeting held on 20.02.24 no minutes available at present.

29. Swim England Board Minutes

To review the minutes of the Swim England Board meeting held on 20.02.24, no minutes available at present

30. 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

None

Resignations

None

Enquiries

Basingstoke Water Polo Club (Hampshire)
Sunbeam Swimming Club (Horsham) (Sussex)
University of Portsmouth SC (Hampshire)
Millennium League 2024

Change of Name

RN Swimming to RN Aquatics (constitution amended Oct 23)

31. Correspondence

None

32. AOB

32.1 – Banner for K2 Pool

A paper was provided on the purchasing of a banner for K2 pool. The purpose of this was shared by BD and financing of this in partnership with the county was clarified.

The board voted to support installation of banner unanimous

Cost split – RGP to assess budget requirements and propose cost split to board.
(£600 approx).

Action: RGP

33. **Date of the Next Meeting**

17th April ACM 7pm. Online Meeting

17th April RMB to follow on from ACM

Meeting closed 20:45

Banner for K2 Pool

Background

When we run competitions at K2, Crawley, we do not hire the leisure pool. The noise from people using that pool is intrusive, especially for 50m events starting at that end of the competition pool. Additionally, when we live stream competitions, the background is distracting, and a banner similar to that used for the British Downs Games (see below) would add Region Branding to the coverage.

The Region has been asked by Crawley SC and Sussex County ASA to contribute to a banner to cover the gap between the competition pool and the leisure pool. The banner would be permanently fitted and pulled across on a cable when needed. It would be similar to the one used illustrated below but would carry the Region logo (alongside those of other contributors).



This year, one weekend of the Region Championships and several Region Masters events will be held at K2. We anticipate continuing to use K2 for Region Competitions in future years.

We are being asked to contribute a maximum of £480 towards the total cost of around £2,400 (including VAT).

We would like to have this in place for the upcoming Region Championships, but that cannot be guaranteed. To achieve this, a decision is needed at the RMB meeting on 15th March.

We recognise that the RMB is being asked to take a decision at short notice on a matter being raised under AOB and suggest that an appropriate mechanism to approve this proposal could be to delegate the decision to the Finance Director.

Proposal

Either:

1. The Regional Management Board approves the contribution up to £480 towards the installation of the banner.

Or:

2. The Regional Management Board agrees in principle that a contribution of £480 towards the installation of the banner and delegates the decision to the Finance Director.

13th March 2024

AGENDA ITEM 3

MATTERS ARISING FROM RMB MEETINGS

Updated as at 29 November 2023

	SUMMARY OF AGREED ACTIONS	MIN REF	ACTION	COMMENTS
2	<p>Regional Trophies Following the Winter Swimming Championships the Swimming Trophies were in the process of going into a secure storage unit. They will be cleaned, photographed and any with hallmarks will also be weighed. It was noted the trophies currently stored in Bristol have insurance of £10k, ML has also put the same value in place for the Swimming Trophies. It was agreed that the Region would pay insurance for 6 months. A sub group would be formed consisting of CL, GA, ML, BD and one of the custodians to formulate a strategy on what the Region should do with the trophies going forward. Update – it was agreed that disciplines should decide how to deal with any inactive trophies. Speed Swimming trophies to be catalogued and custodians sought, any trophies that custodians could not be sought for will be disposed of. Update; ML will try to visit the storage early in the new year to progress this further and decide what help is needed. ML To make inventory – bring to board in due time all agreed plan to take 1 box at a time to catalogue.</p>	<p>29.11.19 Min 164 Updated 10.09.20 Min 123 Updated 19.11.23 Min 141</p> <p>14.03.24 Min 24.2</p>	CL, GA, ML & BD	<i>In Progress</i>
5	<p>Future Approach to Welfare 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 Update; 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;</p> <ol style="list-style-type: none"> 1. For the time being, the welfare function can be discharged by the voluntary Regional Welfare Officer, with support from the Region’s staff 2. The situation be subject to ongoing monitoring, as to workload, so that any necessary adjustments may be made to the workforce. 3. That a regular fora for County Welfare Officers with the Regional Welfare Officer be established. 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 	<p>19.04.23 Min 56 Updated 27.06.23 Min 85</p>	CJ/GA/RG/AG	<i>On Going</i>

	<p>future meeting to make an appointment.</p> <p>5. That the Welfare Officer is to have a standing invitation to attend Board meetings. Update: RFP appointed agreed 13.02.24</p> <p>6. Update – KJ arranging meeting in April with RFP and AG to look at examples of other regions and listen report to forge way forward.</p>	14.03.24 Min 24.5.6		
6	<p>Incorporation 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.</p> <p>Update - New company information to go onto website – CL, RGP to inform BD so information can be published on website.</p>	12.09.23 Min 101 14.03.24 Min 24.6.2	BG	<i>On Going</i>
8	<p>Regional Governance Code 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.</p> <p>It was agreed that the Governance Committee would be ST, CL, RFP, RGP and JG. BG would support the group.</p> <p>Review files for submission via Helen Weakes, ML raised different format being used for some forms. Should have progress to share by next meeting</p> <p>Documents have been submitted and 40% is currently approved. There are some large ones that will need more timeline the strategy and Welfare Plan. New policies will be shared at coming meetings once approved by the governance group</p>	12.09.23 Min 102 15.01.24 Min 3.1 14.03.24	ST / CL / RFP / RGP / JG / BG	<i>On Going</i>

9	<p>Swim Manager Role ML - to provide an analysis of the main tasks of the role and how these could be resourced/ delegated to make it more attractive to potential candidates.</p>	13.02.24 Min 16.2	ML	<i>In Progress</i>
10	<p>Volunteer Certificates BD presented a “Swim England” branded design, to be produced on high quality paper with specific and individual calligraphy to reflect the purpose and recipient of the award. The minimum print run would be approx. 10 and the anticipated budget would be circa £200 p.a. BD- to further develop criteria for RMB review.</p>	13.02.24 Min 4.2	BD	<i>In Progress</i>

Updated 14/03/24 CB

Swim England Sport Operations Committee

Minutes of the meeting held 6 February 2024

Draft minutes subject to approval at the next meeting

Present:

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
Ally White (AW)	Sport Development Director
Jon Glenn (JG)	Learn to Swim and Workforce Director

Staff:

Claire Coleman (CC)	Head of Development
Ali Sibcy-Allen (AS-A)	Operations Administration Manager
Helen Weeks (HW)	Sports Governance and Welfare Manager
Leanne Brace (LB)	Head of Membership Development

Min No:

1. Standing Items

1.1 Chairperson's welcome

Members were welcomed to the meeting.

1.2 Apologies

Alex Harrison, Rebecca Cox.

1.3 Declarations of Interest

KM: Item 2.4

IM: Item 4

1.4 Declarations of AOB

None recorded.

1.5 Minutes from previous meetings:

28 November 2023: following amendment of the date and a change in terminology for item 5.8, the minutes were agreed as an accurate record.

Action: AS-A to update the text and re-publish the minutes.

1.6 Actions from previous meetings:

17/01/23 23.01 1.7.3 Diving Leadership Group – JW had discussed this with AH, who had confirmed that, as this was a long term plan, the item should be removed from the Action Log.

1.6.1 23.15 – Risk Assessment Portal: delays in sending feedback requires access to be reset. AS-A had met with the insurers in January and has a further meeting in March.

2. **Update from the Sport Development Directorate**

The paper taken as read, with AW providing further details:

- Event content for the Summer Meet is amended with the SLG to publish information shortly. As a result of an extension of the competition days, a small increase in loss is forecast.
- Stretch funding for talent has been agreed with Sport England. In conjunction with British Swimming, a third national centre is to be established in Manchester, which will integrate Olympic swimming and Para swimming programmes. An additional level of capacity for the performance programme will be created, with a Head Coach to be recruited in the coming months.
- Successes at the World Championships were highlighted, including
 - The AS duet's silver medal success.
 - The women's Water Polo team qualifying to attend.
 - Olympic spots secured in the 10km open water events.

Internal discussions are reviewing the LTS and club links with the details provided during training courses but not necessarily conveyed further. The need to consider the needs of all disciplines, pool operators and clubs was noted. AB offered to assist with discussions over transition from LTS to an artistic section.

AW advised that a paper will be brought to a future meeting regarding improving the LTS/Club link incorporating communications and driving interest in the sports as well.

The work Swim England Qualifications (SEQ) are completing with Approved Training Centres (ATCs), including the IOS, to address the shortage of teachers was detailed. SEQ are meeting with ATCs to support them in increasing their course delivering, noting that pool access can be a limiting factor. JG confirmed that the Workforce Survey provide details of swimming teacher demographics. Agreed that SOC should receive a report on this issue at a future meeting.

Action: AS-A to include in Action Log and agree a suitable date for a report with JG and RC.

2.1 **Compliance**

HW advised that initial analysis of club and coach compliance had started to be completed however given the vast amount of data this needs to be tailored.

SOC preferences for the presentation of received data were advised. The need to provide a club details as a percentage for comparison reasons, due to the varying number of clubs across the regions, was noted.

HW is to update in due course with reporting likely to be on a quarterly basis.

2.2 **Working Together: A guide for coaches and committees**

CC provided a background of the initiative, formerly known as 'The Deal', highlighting the impact committee and coach relationships have for club members, especially where these are problematic.

Clubs and coaches have asked for support with the aim to help develop robust relationships, along with aiding parent interactions and educating around the sport.

The draft proposal outlines five key areas where clubs and coaches have identified struggles. Consultation will consist of discussion meetings, to ensure meaningful engagement, across a number of groups and all disciplines.

CC outlined the next steps, highlighting that some content is to be developed prior to, and during, consultation.

The guidance is due to be launched from Summer 2024 following input from clubs and regions as to how best to embed this within the clubs.

SOC members welcomed the initiative.

2.3 **Regional Chairs**

The SwimMark review, communications and collaborative working have been discussed with Regional Chairs. Regions have been invited to attend the Sport Development Directorate's planning day to provide feedback and input into the 2025 plan.

The Regional Agreements are being reworked to ensure that they are fit for purpose and will be brought to SOC for information following the Regional Chairs meeting in March.

2.4 **Wavepower**

The updated Wavepower document was published on 3 January and has received a large amount of interest. Clubs have been offered the opportunity to attend sessions to aid understanding of the changes, why these have been made and the associated impact.

AW advised that as a live document, amends are able to be made following the receipt of feedback. An index of changes will be included.

The associated messaging when documents such as Wavepower are circulated was discussed, highlighting that SE need to advise when changes are being driven by external organisations.

3. **SwimMark Review**

The shared paper provided an overview of the planned approach for the review, outlining the scope as well as timescales.

JH reported the Regional Chairs had expressed concerns about the lack of representation on the Project Group. CC advised that regions would very much be involved in the Review as would clubs and other significant stakeholders who would be involved via the focus and consultation groups.

After discussion, it was agreed that HW would update the paper to further clarify club consultation as well as outlining the involvement for each group.

Action: HW to update paper to clarify the extent of consultation and involvement for each stakeholder group.

4. **Membership**

LB was welcomed to the meeting, with the paper being taken as read. Two recommendations were included within the paper, which set out the current issues, summarised the proposed changes and highlighted the complexities of the affiliations.

Presenting the paper, LB explained that currently there are no mechanisms in place for confirming or changing affiliations. Additionally, national organisations are required to affiliate to a region, despite having limited access to regional services and no access to competitions. LB outlined how the categories could be adapted to be increase their suitability and enable better relationships to be developed. The report also considered the governance of the categories and the use of SE insurance, noting the potential risk for reputational damage due to a lack of checks.

Discussion considered whether national club members would be eligible for local events, noting this would be determined by the event conditions. National club members also have the opportunity to also join a local club to enable local event participation.

SOC members agreed the proposal was a positive step and emphasised the importance of ensuring standards are comparable to those in place for clubs.

SOC members approved the recommendations as set out in the report.

5. Health and Safety Forum Update

AW updated the Committee to advise that the Forum had acknowledged and further discussed the feedback SOC members had provided.

The current challenge is to determine what the Forum are looking for in the data provided by the insurers and how they want this presented to allow for interpretation. The opportunity for clubs to effectively report back to SOC was noted.

Following the requested updates, the TOR will be updated and returned to SOC for approval.

Action: AW to bring updated TORs to future SOC meeting.

6. Team Manager, Coach and Chaperone Policy

Following approval of the Policy at a previous meeting, discussion with consultation groups had resulted in further clarification in a number of areas. SOC members were provided with the updated policy for information.

SOC asked that further clarity regarding the qualifications required be added to the FAQs.

Action: HW to update FAQs to provide further clarity on required qualifications.

7. Leadership Group updates

7.1 Artistic Swimming

KM reported that the coach conference was well attended, with interesting presentations which were well received by the audience.

7.2 Clubs

SwimMark review was the key discussion at the most recent meeting.

7.3 Diving

AW reported that risks regarding 'Dive Recorder' have been identified and are being reviewed by a working group. A paper will come to SOC in due course.

A Competition Lead had been appointed to the DLG, with an additional appointment to the Group expected soon.

7.4 **Swimming**

Nothing further to add.

7.5 **Water Polo**

AW reported that following success at the recent European Championships, unprecedented for many years, the women's GB team are competing in the World Championships in Doha. Costs arising from this have been jointly funded by SE and British Swimming.

IM reported that the Inter Regional Championships and National Age Groups have started to be held.

7.6 **Youth Advisory Panel**

No updates to the minutes.

8. **AOB**

8.1 SOC vacancy is currently being advertised with applications due to close on 11 February. Interviews will be arranged in due course.

9. **2024 Meeting Dates**

- Tuesday 5 March, 10.30am, Zoom
- Tuesday 30 April, 10.30am, SportPark
- Tuesday 18 June, 10.30am, Zoom
- Tuesday 20 August, 10.30am, Zoom
- Tuesday 26 November, 10.30am, Zoom

Swim England South East
Regional Management Board

Minutes of Meeting held on 13.02.24 as an online meeting starting at 7.00pm

Present:	Sara Todd (ST)	Chairperson
	Brian Deval (BD)	Board Member
	Jenny Gray (JG)	Board Member
	Mike Lambert (ML)	Board Member
	Roger Penfold (RFP)	Board Member

Also in attendance (non-voting):

Caroline Burke (CB)	Administration & Finance Coordinator
Kristie Jarrett (KJ)	Acting Regional Manager
John Tripp (JT)	Regional President
Andy Giess (AG)	Regional Welfare Officer

12. Apologies

George Adamson (GA)	Board Member
Carys Jones (CJ)	Board Member
Rosa Gallop (RG)	Board Member
Chris Lee (CL)	Board Member
Roger Prior (RGP)	Board Member

13. Minutes of the Meeting held on 15.01.24

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

14. Matters Arising

4.2 – Volunteer Certificates – BD presented a “Swim England” branded design, to be produced on high quality paper with specific and individual calligraphy to reflect the purpose and recipient of the award. The minimum print run would be approx. 10 and the anticipated budget would be circa £200 p.a.

The following discussion centred around the link to the current award/ recognition process, the different criteria for the awards e.g long service, outstanding service, and the nomination and approval process. The following principles were agreed :

- These awards would be for volunteer service to the Region open to members of all disciplines
- The existing Regional awards structure will be maintained and used as a base from which to develop this proposal.
- Disciplines will be asked to nominate recipients
- RMB to review and approve nominations

Action : BD to further develop criteria for RMB review.

Landscape sheet

- 14.2 - Regional trophies – ML to propose date in March for visual inspection of and recording of trophies.
- 14.8 - Regional governance code – Feedback from Helen Weeks not received. KJ confirmed that completion of all items before submission is preferred and progress is on track.
- 14.9 – First joint Strategy & Development group meeting scheduled for 27th February, to which all Discipline Managers are invited.

15. Items for Decision:

15.1 – Board representative for Welfare:

ST proposed Roger Penfold as RMB member responsible for Welfare & Safeguarding. Board members present approved the appointment which will need to be ratified at the next RMB.

Action : R Penfold to collaborate with AG to develop role description , expectations and actions to be presented at the next meeting.

15.2 – Increase of allowance for evening meals –
Board approved request to increase to £25 pp in line with Swim England.

16 . Items for Discussion/ Information:

16.1 – Finance Report – Attached, surplus against budget largely due to disciplines not running all events budgeted for. Accounts submitted to Charter House for audit and approval.

16.2 – Regional Staff Update

KJ presented overview and highlighted the following :

Resources required to check Club Constitutions ... recent resignation in Hampshire due to perceived lack of support from Swim England maybe a sign of things to come. Suggestion to raise issue with Regional Chairs to identify whether or not this is a common problem and ideas to address. **Action** : ST to raise

Regional governance code has made progress but still further work to do.

Volunteer training has some support from Swim England.

Water polo remains without a discipline manager and KH supports where possible.
Diving also would benefit from further support.

Swimming Manager replacement ongoing. ML has not found anyone willing to take on the role citing scope and complexity as the reason. Forthcoming advert, highlighting leadership and co-ordination rather than hands-on operations, may solicit more interest. Coaches in the Coaches forum have suggested that the role should be a paid one. This may be investigated

if the response to the advert is poor and as part of a broader review of the Regional staff responsibilities across all disciplines.

Action: ML – to provide an analysis of the main tasks of the role and how these could be resourced/ delegated to make it more attractive to potential candidates.

16.3 – Strategy development update

First meeting planned for 27th Feb.

Interim meeting held between ST , KJ, JG

- ToR being re-written
- Review of the workload and current areas of focus of the regional staff is underway.
- Development requires input from all discipline managers to understand the future support required. Discipline Mangers invited to the next meeting.
- Positive meeting with Claire Coleman and request for regional data to support Strategy development . Subsequent report revealed significant data gaps and will be circulated for RMB understanding.
- RMB Workshop to be planned following input of the disciplines and further completion of the Regional Strategy Template.
- Circulation to Counties and Clubs planned for the summer.

17. 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

None

Resignations

None

Enquiries

Basingstoke Water Polo Club (Hampshire)
Sunbeam Swimming Club (Horsham) (Sussex)
University of Portsmouth SC (Hampshire)
Hythe Water Polo Club (Kent)
Millennium League 2024

Change of Name

None

18. Regional Chairs Meeting – No meeting since last RMB. Next meeting 4th March.

19. Sports' Operation Committee Minutes

The minutes of the Sports' Operation Committee meeting held on 5th Feb – No minutes published to date.

20. Correspondence

None

21. AOB

SwimMark review notice has gone out – will be discussed at Regional Chairs Meeting 4th March.

Action : ST to circulate review notice

Sports Operation Committee – published vacancy with closing date 28th Feb.

22. Date of the Next Meeting

Thursday 14th March – 7pm Online Meeting

The meeting was closed at 20:30