

## **Draft Terms of Reference: Regional Strategy and Development Group**

### **Role:**

The Swim England South East Regional Strategy and Development Group is established to develop, promote and deliver the regional strategy ensuring that it represents the specific needs of the Swim England South East Region (SESER) across all disciplines and is consistent with the aims and ambitions of Swim England.

### **Activities:**

1. To prepare and document the regional Vision, Mission and Guiding principles for approval of the Regional Management Board (RMB)
2. To deliver and review the annual Regional Agreement with Swim England ensuring that it is supportive of the Strategy and has relevant focus and measurement to steer the direction of the SESER
3. To develop additional objectives and measurements if required
4. To review the sub-group roles and responsibilities for delivering the strategy, ensuring the Terms of Reference remain relevant.
5. To routinely inform the RMB of progress and to prepare required communication for regional meetings
6. To conduct an annual review of the Strategy and recommend changes if required
7. To support the development of clubs through the club affiliation and SwimMark process led by the development officers and supported by the affiliation and SwimMark sub groups
8. To consult and support regional discipline managers with their objectives and ensure alignment with Swim England pathways
9. To support the development of club workforces through;
  - Provision of coaching bursaries for SwimMark clubs and safeguarding bursaries for all club.
  - Support for technical officials through license fee funding
  - Facilitate and promote training opportunities
10. Develop and implement regional policies. Including athlete camp contributions and funding support schemes such as the Channel Islands' support fund. To enable athletes and coaches to participate in regional development activity.
11. To promote the availability and benefits of initiatives for clubs and members through regular and effective use of relevant media platforms, website and the regional newsletter.

### **Governance:-**

1. The group will consist of the Regional Manager, the Regional Club Development Officers and a minimum of 2 appointed RMB members
2. The RMB will appoint the Chairperson
3. All members will, by default, be members of Swim England
4. Additional members will be co-opted for their expertise as required
5. The group will meet regularly at least 4 times per year
6. All meetings will be documented with an agenda, notes and action items