



## **Regional Management Board**

Minutes of Meeting held on 22.06.25 10am Holiday Inn Guildford

---

|                 |                     |              |
|-----------------|---------------------|--------------|
| <b>Present:</b> | Sara Todd (ST)      | Chairperson  |
|                 | 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 Penfold (RFP) | Board Member |
|                 | Roger Prior (RGP)   | Board Member |

### **In attendance (non-voting):**

|                      |                                   |
|----------------------|-----------------------------------|
| Bryony Gibbs (BG)    | Regional Manager                  |
| Andy Giess (AG)      | Regional Welfare Officer          |
| Kate Hutchinson (KH) | Regional Club Development Officer |
| Kristie Jarrett (KJ) | Regional Club Development Officer |
| Peter Roycroft (PR)  | Regional President                |

### **1. Apologies**

|                     |                           |
|---------------------|---------------------------|
| George Adamson (GA) | Board Member              |
| Carol Butler (CB)   | Open Water Manager        |
| Di Hughes (DH)      | Artistic Swimming Manager |
| Glen Issacs (GI)    | Masters Manager           |
| Carys Jones (CJ)    | Board Member              |
| Matt Pipe (MP)      | Diving Manager            |

### **2. Minutes from previous meeting 15<sup>th</sup> May 2025**

The minutes were approved as an accurate record.

2.1 Matters Arising not covered in agenda (From landscape sheet)

2.1.1 Trophies – ML reported that this was progressing. Support may be required in due course from the office for the disposal of trophies.

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

### 3.1 Finance –

Affiliation Fees 2026 – The recommendation to keep the Regional Affiliation Fees at the same rate as 2025 was agreed;

Club Train - £5  
Club Compete - £6  
Club Support - £0  
Subject to a £25 minimum fee

A review will be completed looking at closing down costs and the Region's reserves policy. A paper will be produced in due course.

**Action: CL/BG**

Budget 2025 – The changes to the 2025 budget were approved. After adjustment the revised overall budget deficit is -£89,976.15.

**Action: BG**

Concession Agreement – The current agreement ends on 31 December 2025. The recommendation of the Finance Group was approved.

**Action: BD/BG**

### 3.2 Regional Awards –

The following were appointed to the panel to review nominations: CL, BD, RG & ML.

Members were asked to consider nominees for the Harold Fern & AH Turner Awards. Any suggestions to be submitted to ST by Friday 4<sup>th</sup> July.

It was agreed that a donation would be made in memory of Eileen Adams of £100 to the families suggested charity. ML to share details. It was also agreed that a trophy could be introduced for Volunteer of the Year in Eileen's name. A trophy should be repurposed for this.

**Action: BG**

It was agreed that criteria for Long Service Awards within the Region should be developed, with consideration given to what forms of recognition would be most meaningful. The aim is to have a framework in place for next year. This will be reviewed by the awards review panel.

**Action: CL/BD/RG/ML/BG**

## 4. Items for Discussion / Information

4.1 Chairs Report – A brief report was circulated in advance of the meeting. ST provided an update covering key meetings and developments including the Aquatics GB meeting, Swim England AGM, Staff Update and presentation event at Electric Eels.

4.2 Finance Report – This item was covered earlier in the meeting.

4.3 Incorporation Update – A draft transfer document had been put together and sent on for review from a legal perspective. Once feedback has been received this will be sent on to the accountants to check in terms of tax. We will then look to proceed with official transfer looking to be on 31 December at the end of the accounting year. This will come back to the Board for approval in due course.

4.4 Communications Report – The report highlighted current activity across different age groups on social media platforms. It was noted that Snapchat should be explored further due to its popularity among younger audiences. Messaging strategies should be tailored to different age groups to ensure relevance and engagement. The issue of phones in changing rooms was discussed and it was felt further consideration is needed around policies.

4.5 Welfare Report – The report was circulated in advance of the meeting. AG reported that the rollout of Globacol was still planned. It was requested that an update goes in the next newsletter requesting that clubs ensure their Club Welfare Officer's details are clearly displayed on their website. Access to poolside at events and accreditation was discussed. Clarification on the distinctions between level 1,2,3 incidents was requested, AG to follow up.

**Action: BD / AG**

4.6 Staff Update – The report was circulated in advance. Those present gave an overview of their work areas.

4.7 Regional Affiliation – An application for affiliation had been received from a new water polo club in Slough. This has been sent to the County Association for feedback.

4.8 Correspondence – There was no correspondence to report.

## 5. Regional Strategy

The Strategy document was circulated in advance of the meeting. The Strategy & Development Group had met to agree the proposed strategy, the meeting was well attended with representatives from across the disciplines and coaches forum.

Following discussion it was agreed that the mission should be amended to; To support and enable the delivery of enjoyable aquatic experiences in a safe and inclusive environment within the South East Region. ST will review wording.

The Board undertook an exercise to prioritise key focus areas, these ranked in order of importance as below;

1. Events
2. Access to water
3. Talent Pathways
4. Clubs
5. Welfare & Safeguarding
6. Culture
7. Learn to Swim

We will need to review the current status of each of these areas and define where we aim to be. Discipline Groups will also be asked to look at this, they could have their own focus/priority areas. This will help inform and support any future funding requests.

The Board **approved** the Strategy. The next steps will involve asking the discipline groups to look at their priority areas. These will then be reviewed by the Strategy & Development Group, who will review the current position and begin putting together a plan. The group will report back to the Board in due course.

**Action: ST/BG**

6. Governance Update

The Governance Update was circulated in advance.

Succession Planning

The board discussed succession planning, with a focus on identifying and approaching future candidates as part of longer-term planning. These individuals may not be ready to step into roles immediately but could be well-suited in the coming years. It was noted that future Board members do not necessarily need to have a background in aquatics. It was clarified that independent board members do not have to be from outside the sport and could still be Swim England members, they are just not elected.

Tools for recruitment were also discussed, such as LinkedIn which could support wider recruitment efforts. It was felt that there was a need to improve the communication around Board roles. This includes developing clearer role descriptions and explanation of the Board's purpose and impact. This could support recruitment both within and beyond the aquatics community.

Members were asked to consider potential candidates and send details to BG. The possibility of athlete representation on the Board was discussed.

**Action: RMB**

7. AOB

Swim England AGM – An item was raised concerning the proposed use of reserves by Swim England, as outlined in the AGM papers. The board noted that further detail is required to fully understand the rationale and potential implications. ST will raise this matter through the Regional Chairs, and it will be scheduled for discussion at a future meeting.

**Action: ST**

8. Date of Next Meeting –

Tuesday 16<sup>th</sup> September

15.09 meeting closed



## **RMB Agenda – 10am 22<sup>nd</sup> June 2025 Holiday Inn Guildford**

- 1 Apologies
- 2 Minutes from previous meeting 15<sup>th</sup> May 2025
  - 2.1 - Matters Arising not covered in agenda (From landscape sheet)
- 3 Items for Decision
  - 3.1 Finance – Affiliation Fees 2026 RGP
  - 3.2 Regional Awards BG
- 4 Items for Discussion / Information
  - 4.1 Chairs Report ST
  - 4.2 Finance Update RGP
  - 4.3 Incorporation Update CL
  - 4.4 Communications Report BD
  - 4.5 Welfare Report AG
  - 4.6 Staff Update BG/KJ/KH
  - 4.7 Regional Affiliation BG
  - 4.8 Correspondence BG
- Break for Lunch – 12–1pm
- 5 Regional Strategy - Item for decision ST
- 6 Governance Update BG
- 7 AOB
- 8 Date of next meeting –  
Tuesday 16<sup>th</sup> September.



## Regional Management Board

Draft Minutes of Meeting held on 15.05.25 Online meeting starting at 7pm

---

|                 |                     |              |
|-----------------|---------------------|--------------|
| <b>Present:</b> | Sara Todd (ST)      | Chairperson  |
|                 | Brian Deval (BD)    | Board Member |
|                 | Rosa Gallop (RG)    | Board Member |
|                 | Carys Jones (CJ)    | Board Member |
|                 | Mike Lambert (ML)   | Board Member |
|                 | Roger Penfold (RFP) | Board Member |
|                 | Roger Prior (RGP)   | Board Member |

### In attendance (non-voting):

|                   |                          |
|-------------------|--------------------------|
| Bryony Gibbs (BG) | Regional Manager         |
| Andy Giess (AG)   | Regional Welfare Officer |
| Sarah Endersby    | Member                   |
| Susan Harrison    | Member                   |
| Alan Lewis        | Member                   |

### 1. Apologies

|                     |              |
|---------------------|--------------|
| George Adamson (GA) | Board Member |
| Jenny Gray (JG)     | Board Member |
| Chris Lee (CL)      | Board Member |

### 2. Minutes from previous meeting 13<sup>th</sup> March 2025

The minutes were approved as an accurate record.

2.1 Matters Arising not covered in agenda (From landscape sheet)

2.1.1 Trophies – The storage until in Basingstoke has now been terminated. Now that the championships over ML will be looking at disposal of the trophies as agreed.

**Action: ML**

2.1.2 Incorporation – Next step is for the transfer agreement to be put together. BG to follow up with CL.

**Action: BG**

### 3. Items for Decision

### 3.1 Swim England Annual General Meeting –

Members were asked if there were any observations or concerns to raise ahead of the Swim England Annual General meeting

Finance –

The Trustee's report indicates that there are two years of planned deficit budgets. More detail is requested about the short-term investments, their nature, purpose and exit strategy to get back to a balanced position. SH will raise at the open mic session.

**Action: SH**

Annual Report Access –

The full annual report is only available to Members Forum members with only a rolling version on the website. Concerns about if there is a lack of transparency and clarity in reporting. It was noted that the rolling report is legacy from previous management which may change going forward.

Articles of Association Changes –

Noted that these are mostly name changes. However until now the employed Finance Director was also a Board Member, going forward this will no longer be the case instead this will be an independent position. That role will also be a trustee of the charitable organisation. ST to investigate the implications of this but will not be raised at the open mic. It was noted that changes to the objects may also require Charity Commission approval.

**Action: ST**

Potential Conflict of Interest -

Andy Salmon is a trustee of both Swim England's charitable organisation and the Swimming Trust. Although they work in partnership they are separate organisations and a concern was raised about potential influence and conflict. BD will raise this separately as Secretary of the Swimming Trust.

**Action BD**

Sarah Endersby, Susan Harrison and Alan Lewis were thanked for their attendance and representing the Region as members, they left the meeting.

### 3.2 ACM – Ratification of Decision by Email – Appointment of members forum members.

The appointment of the additional Members Forum Members had been agreed by email. The additional members appointed were;

Chris Lee  
Brian Deval  
Jenny Gray  
Roger Prior  
Carys Jones  
Susan Harrison  
Rosa Gallop  
Sarah Endersby

This decision was ratified.

### 3.3 ACM – Appointment of Vice President.

As no nominations were received, the appointment for this position was delegated to the Board. Members were invited to consider and suggest any suitable candidates to approach.

**Action: RMB**

### 3.4 Regional Staffing (*confidential item*)

BG left the meeting whilst this item was discussed.

Following discussion the staffing proposal was approved and further guidance will be requested from Swim England to ensure a smooth implementation.

**Action: ST/BG**

4

## Items for Discussion / Information

### 4.1 Chairs Report

A brief report was circulated in advance of the meeting. The succession planning process was launched a few weeks ago, members were reminded to please return ideas to BG. It is hoped to progress with work on the strategy with a view to have this in place mid-year.

**Action: RMB**

The next Regional Chairs meeting will take place in early June. If there are any issues to raise, please forward them to ST. One concern highlighted was the inconsistent treatment of Open Water officials across regions. For example, in the South East, officials receive full expenses and hotel accommodation, while in other regions, expenses are not always covered. It was noted that a consistent approach is needed across the country.

A regional governance code meeting had taken place, and it was noted that governance is standing item on other regions' agendas. Further consideration will be given to how this is addressed going forward.

Panorama – ST has compiled a list of FAQs, which will be circulated. There will be no formal response from the Region; any media enquiries should be directed to Swim England. The programme will be available on iPlayer ahead of the official submission time. ST will share any relevant updates or feedback with Board members and circulate any statements received in advance.

**Action: ST**

### 4.2 Welfare Report

Regional Event Support - It was confirmed that AG is happy to provide support for Regional events as needed. Regional Welfare Officers are expected to offer remote support where appropriate.

During one of the Regional Championships briefings, it was reportedly suggested that the venue did not wish to be informed of any welfare issues. It was agreed that a clear and consistent procedure or policy must be established and communicated. BD will liaise with Everyone Active to clarify their current policy.

Safeguarding Investigations - AG reported that Swim England are currently managing 9 level 1 investigations and 16 level 2 investigations.

Globalcol System - The Globalcol system was initially planned for rollout at Easter and has not yet gone live. No update has been received on its launch timeline.

Trends in Reporting - There is uncertainty about whether the number of safeguarding incidents is increasing or if improved reporting is capturing more cases. While guidance states that phones must not be accessible in changing rooms, smartphones are widely used at meets for communication with apps like Meet Mobile being utilised. Some teams have implemented policies to collect phones while athletes are in the pool. There are varying approaches across regions. ST will raise this at the next Regional Chairs meeting. It was felt that a safe and anonymous reporting mechanism is needed, it was noted that other sports have introduced apps that allow individuals to report concerns anonymously and without fear. This could be a next step for Swim England.

**Action: ST**

4.3 Strategy & Development –a meeting of the group had taken place. ST produced a framework for the group as a starting point for the new strategy to ensure alignment with the Swim England strategy. During the meeting the group agreed the vision, mission and values. The next meeting will focus on defining strategic goals. Dates for the next meeting are being explored, it is hoped more disciplines may be able to attend the next meeting to provide their input and perspectives.

**Action: ST / Strategy & Development Group**

#### 4.4 Regional Staff Update

The update report was circulated in advance of the meeting. No queries were raised.

#### 4.5 Regional Staff Renumeration

A 2% pay award had been awarded to the Region's staff in line with the Swim England recommendation, this was agreed by the Staffing and Finance Group.

4.6 Regional Affiliation – New Application had been approved for Hedge End SC (Hampshire). An enquiry had been received from a water polo club in Berkshire.

4.7 Correspondence – The minutes of the Swim England Board meeting on 20 February and Sports Operations Committee 04 March were noted. It was observed that there is a lot of information that had been redacted, this is due to there being a lot of confidential items discussed at these meetings. Sports Operations Committee 2.5 – County Team Competition – Interest was noted in what will happen to this event due to the concerns about the cost of running it. It was suggested that this could be split, for example holding an event in London for Regions based in the South.

6                      Date of next meeting – Sunday 22<sup>nd</sup> June – Holiday Inn Guildford

20.45 meeting closed

## AGENDA ITEM 2.1

### MATTERS ARISING FROM RMB MEETINGS

Updated as at 20.05.25

|   | SUMMARY OF AGREED ACTIONS                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | MIN REF                                                                                                                                                                                                                                        | ACTION                                               | COMMENTS                  |
|---|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------|---------------------------|
| 2 | <p><b>Regional Trophies</b></p> <p>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.</p> <p><b>Update;</b> ML will try to visit the storage early in the new year to progress this further and decide what help is needed.</p> <p>ML To make inventory – bring to board in due time all agreed plan to take 1 box at a time to catalogue.</p> <p>ML – 7 trophies completed rest to be done</p> <p>Update – trophy store audit to take place 24<sup>th</sup> January</p> <p>Update – Trophy audit has taken place. ML will develop a proposal on next steps.</p> <p>Update – Storage unit in Basingstoke has now been terminated and ML will be looking at disposal of the trophies as agreed.</p> | <p>29.11.19<br/>Min 164<br/>Updated<br/>10.09.20<br/>Min 123<br/>Updated<br/>19.11.23<br/>Min 141</p> <p>14.03.24<br/>Min 24.2<br/>10.09.24<br/>Min 2.1.1<br/>14.01.25<br/>Min 2.1.2<br/>13.02.25<br/>Min 2.1.2<br/>15.05.25<br/>Min 2.1.1</p> | <p>CL, GA, ML &amp; BD</p> <p>ML</p>                 | <p><i>In Progress</i></p> |
| 6 | <p><b>Incorporation</b></p> <p>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> <p>1. Remains ongoing meeting to be held between SE, region and Charter house to establish way forward</p> <p>Update – ST and CL collated information gathered from other regions, meeting is being set for January to discuss this further with Charterhouse.</p> <p>Update – meeting with Charterhouse has taken place and written advice has now been received. This will be reviewed by the Finance Group.</p>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                             | <p>12.09.23<br/>Min 101</p> <p>14.03.24<br/>Min 24.6.2<br/>25.06.24<br/>Min 59.6<br/>10.12.24</p> <p>13.02.25<br/>Min 2.1.1</p>                                                                                                                | <p>BG</p> <p>RGP</p> <p>CMB</p> <p>Finance Group</p> | <p><i>Ongoing</i></p>     |

|   |                                                                                                                                                                                                                                                                                                                                                                                                                         |                                                                               |                                  |                    |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------|--------------------|
| 9 | <b>Swim Manager Role</b><br>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.<br>Advert to be drafted for Swim England jobs board <ul style="list-style-type: none"> <li>- Suggested possibly to be put forward to a paid role, to be taken in consideration as part of the Regional staffing review</li> </ul> | 13.02.24<br>Min 16.2<br><br><br>10.09.24<br>Min 2.1.2<br>17.10.24<br>Min2.1.3 | ML<br><br><br>ST/ML/CB<br><br>ST | <i>In Progress</i> |
|---|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------|----------------------------------|--------------------|

Updated 20.05.25 BG

## **Regional Management Board Meeting – 22<sup>nd</sup> June**

### **Regional and National Awards 2025 – Key Information and Required Actions**

- Nominations opened Monday 2 June and will close on Sunday 6 July 2025
- Full details of the awards are attached for reference. Sections one and two (pgs 1-9) are relevant for the Regional Awards and Long Service Awards (Harold Fern & AH Turner)

### **Actions Required**

- **Form a Panel to Review Nominations** - Panel members should be available between Monday 14 July and Monday 4 August to review nominations
- **Harold Fern and Alfred H Turner Awards** - Consider if the Region would like to submit a nomination for the Harold Fern and / or Alfred H Turner Awards
- **Long Service Awards** – Consider if the Region would like to award a lifelong achievement or outstanding commitment award based on Fern/Turner Nominations.

### **Supporting Information**

#### **Regional Awards – Process & Timeline**

- **By Monday 14 July** – Swim England will email nominations to the Region
- **By Monday 4<sup>th</sup> August** – The Region will need to select provisional Regional Winners for each category and submit to Swim England. A panel will need to be formed to review the nominations received and determine Regional Winners
- **By Monday 18 August** - Swim England completes safeguarding checks on the provisional winners. Verified winners are confirmed to the Region and progress to the National Awards
- **Between 18 August – 28 September** - Regions may announce their confirmed regional winners. We would look to announce in the newsletter released on Monday 1 September.

#### **Long Service Awards – Harold Fern & AH Turner**

- **Monday 2 June – Sunday 6 July** – Nominations open, these can be submitted by public, Regions and Discipline Leadership Groups.
- **By Monday 14 July** - Shortlist of public nominations will be sent to Region and Swim England Discipline Leadership Group.
- **By Thursday 7 August** – Region's and Swim England Discipline Leadership group submit their shortlisted nominees to Swim England. These nominations will be reviewed by the Sports Operations Committee.
- **Optional Regional Recognition:** If a region wishes to recognise a nominee locally, they may choose to issue a Lifelong Achievement or Outstanding Commitment Award at regional level (the Fern & Turner award titles cannot be used). In this case, Regions determine and confirm to Swim England their provisional regional winners no later than Thursday 7 August for safeguarding checks. Swim England will confirm by Monday 18 August.

# Swim England National Awards 2025

*Saturday 29 November, The Great Hall at the University of Birmingham*

## Overview

National Awards will recognise Swim England members and clubs, celebrate the incredible spirit of our aquatic community, and showcase individuals and groups across a number of categories. Awards fall into the following three categories and have a specific shortlisting process:

- **Section One:** nominations to be shortlisted by the Regions, with Regional winners progressing to National Awards Judging Panel.
- **Section Two:** long service awards, Harold Fern and Alfred H Turner Awards, to be shortlisted by the Regions and progressed to Sport Operations Committee for determining the winners
- **Section Three:** nominations do not form part of Regional shortlisting and winners to be determined centrally by the relevant judging panels.

|    | Section 1: Regional shortlisting              |
|----|-----------------------------------------------|
| 1  | Sport Club of the Year (discipline specific)  |
| 2  | Volunteer of the Year                         |
| 3  | Young Volunteer of the Year                   |
| 4  | Technical Official of the Year                |
| 5  | Participation and Community Coach of the Year |
| 6  | Children/Age Group Coach of the Year          |
| 7  | Talent Development Coach of the Year          |
|    | Section 2: Long Service Awards                |
| 8  | Harold Fern                                   |
| 9  | Alfred H Turner                               |
|    | Section 3: central shortlisting               |
| 10 | Performance Coach of the Year                 |
| 11 | Coach Mentor or Coach Developer of the Year   |
| 12 | Swimming Teacher of the Year                  |
| 13 | Swim School of the Year                       |
| 14 | Health Impact Award                           |
| 15 | School Swimming Award                         |
| 16 | Educator of the Year                          |
| 17 | Inclusion Impact, 'For All', Award            |
| 18 | Pool Operator Pioneer Award                   |

## Section 1 – Regionally shortlisted Awards

### Nominations Process

- Nominations will be open between **Monday 2 June and Sunday 6 July 2025**
- Nominations recognition period is **3 July 2024 to 6 July 2025**
- Nominees must be Swim England members
- Nominators do not need to be club members or hold any official positions

### Shortlisting Process

- Regional Nominations will be emailed to each region (from which they will select their regional winners) by Monday 14 July
- *Section 1 Awards:*
  - o Regions to determine and confirm to Swim England their provisional regional winners within each Award category no later than Monday 4 August
  - o Swim England will carry out safeguarding verification checks on regional provisional winners
- Swim England will confirm the results of the verification process to the Regions no later than Monday 18 August
- Confirmed regional winners will progress as finalists to the National Awards

### Regional Awards

- Regions may announce and award their confirmed regional winners after Monday 18 August and by no later than Sunday 28 September

### National Awards

- National Awards invitations to the finalists will be sent out by Swim England w/c 29 September
- National Awards will take place on Saturday 29 November, The Great Hall, University of Birmingham

### Club Awards

#### **Swim England Sport Club of the Year**

*Swim England Artistic Swimming Club of the Year*

*Swim England Diving Club of the Year*

*Swim England Swimming Club of the Year (inclusive of Masters Swimming & Para swimming)*

*Swim England Water Polo Club of the Year*

This award celebrates Swim England affiliated clubs that exemplify the spirit of aquatics through inclusive, ambitious and community driven practice. These clubs go above and beyond to create exceptional experiences both in and out of the water, placing their members at the heart of everything they do.

The Club of the Year awards are discipline-specific, recognising the achievements from Artistic Swimming, Diving, Swimming (including Masters and Para Swimming) and Water Polo individually, highlighting the unique contributions of clubs across aquatics.

**The nomination should highlight the following:**

- How member experiences are placed at the club's core, creating safe and supportive environment
- How the club has strived for excellence in its delivery, development and impact
- How the club proactively supports and develops all members of the club, including athletes, coaches and volunteers
- Ways in which the club has built strong connections with the wider community and promoted access to aquatics

**Criteria:**

- Must be an affiliated Swim England Club or a Section of an affiliated Club

**Why It Matters**

Clubs are at the heart of delivering our sports and they make it possible for all to enjoy the water for life. Without our clubs, sport would simply not happen.

**People Awards**

**Swim England Volunteer of the Year**

This award honours a Swim England member whose dedication, generosity and passion have made an impact on the aquatics community. Through their selfless contribution, this individual has helped enable safe, enjoyable and successful experiences where everyone feels valued.

The volunteering activity can be at Club, County, Regional or National level. There is no requirement for the nomination to detail activity at every level and the importance is placed on the impact of the volunteering activity.

**The nomination should highlight the following:**

- How the volunteer demonstrated a clear passion for aquatics
- How they have helped create an inclusive and positive experiences for all
- How they stepped forward to support the delivery of aquatic sports for club members
- How they give their time to support fellow volunteers to create a stronger and more connected aquatic community
- How they have gone above and beyond to make a meaningful difference

**Criteria:**

- Must be a Swim England member
- Must be actively volunteering in an affiliated Club, County, Regional or National setting on a regular basis
- Must be at least 26 years old (volunteers aged 14 to 25 years should be nominated in the Young Volunteer Award)
- Must not be paid

Please note, technical officials should be nominated in *Swim England Technical Official of the Year* award category.

**Why It Matters**

Our clubs are based on volunteer power. Without the considerable number of people who commit significant hours to the sport, club activity just wouldn't happen. Volunteers do a wide range of roles that are essential.

**Swim England Young Volunteer of the Year**

This award celebrates a young Swim England member who has shown a commitment to volunteering in aquatics at Club, County, Regional or National level. Through their energy, commitment and passion for aquatics, they have helped create meaningful experiences for others and are a great example of a role model for young people in their community.

There is no requirement for the nomination to detail activity at every level, as what truly matters is the impact their volunteering has had on individuals, their community and their sport as a whole.

**The nomination should highlight the following:**

- How they have demonstrated a clear passion for aquatics and a commitment to helping others enjoy the sport
- How their regular volunteering supports the delivery of aquatic activity
- How they have pursued their desire to learn, grow, and develop their skills
- How they have been a positive influence on peers
- Examples of their willingness to support fellow volunteers

**Criteria:**

- Must be a Swim England member
- Nominations can be submitted by anyone
- Must be actively volunteering in an affiliated Club, County, Regional or National setting on a regular basis
- Must be 14 – 25 years of age
- Must not be paid

**Why It Matters**

Young volunteers are the emerging generation who will take ownership of the clubs and the sports in the future. Their decision to step up and take a leading role should be encouraged.

**Swim England Technical Official of the Year**

This award honours a Swim England Technical Official, from any discipline, whose dedication and contributions are considered invaluable to the delivery of events at any level.

The recipient will be someone whose officiating work has made a meaningful and positive impact, serving as an inspiring role model for others.

Volunteering may take place at Club, County, Regional, or National level. While it is not necessary to demonstrate involvement at every level, the emphasis is placed on the significance and impact of their officiating contributions.

**The nomination should highlight the following:**

- How they have stepped forward to support the delivery of aquatic events at Club, County, Regional or National level
- How they have committed to their own personal development and pursuing excellence through their training
- How they have supported others in their training and development, either formally or informally
- How they have supported fellow technical officials and participants to have a great event experience
- A passion for the sport that inspires others to get involved in officiating

**Criteria:**

- Must be a Swim England member
- Must hold a recognised Technical Official qualification or certification relevant to their role and activity
- Must be Officiating on a regular basis
- Can be any age
- Must not be paid

**Why It Matters**

Competition is an important part of sport and all competitions need technical officials. This group of people volunteer their time to learn the technical aspects of the role and then commit to supporting the delivery of competition. Technical Officials maintain the integrity of the competition rules.

## **Swim England Participation and Community Coach of the Year**

This award celebrates a coach who has created a welcoming, inclusive and empowering environment for people of all ages and backgrounds to enjoy aquatics. Through their coaching, they have opened doors to ongoing participation and helped individuals to have great experiences in water, leading to enhanced wellbeing.

**The nomination should highlight the following:**

- How the coach has created a welcoming environment
- How the coach has embedded an inclusive environment
- How their coaching has created enjoyment and contributed to improved wellbeing

**Criteria:**

- Must be a Swim England member
- Can be a paid or voluntary coach
- Must hold a recognised coaching qualification or certification relevant to their role and activity
- Must be coaching on a regular basis
- Can be any age

**Why It Matters**

Participation and Community coaching is an important area in coaching as it enables more people to be healthy, happy and physically active. With many challenges in modern life, participation and community coaching will contribute to a better society.

## Swim England Children/Age Group Coach of the Year

This award recognises a coach who has created a fun, safe and inspiring environment for children aged up to 16 years old to learn, grow and fall in love with aquatics. Their approach has led to great levels of participation, retention in the sport and created great experiences for every child in the water.

### The nomination should highlight the following:

- How the coach has created a fun, positive and enjoyable environment
- How the coach has delivered great experiences that keep children engaged and motivated, leading to great levels of participant retention
- How the coach has adapted their coaching delivery to meet the individual needs of each child

### Criteria:

- Must be a Swim England member
- Must hold a recognised coaching qualification or certification relevant to their role and activity
- Can be a paid or voluntary coach
- Hold a current enhanced DBS check and appropriate safeguarding certificate
- Must be coaching on a regular basis
- Can be any age

### Why It Matters

Children and young athletes have specific needs that are different to other areas of coaching. Specific approaches create an environment that will develop relevant and appropriate outcomes which are process orientated. These outcomes will lead to the development of life skills as well as long-term athlete development.

## Swim England Talent Development Coach of the Year

This award celebrates a coach, working within the national talent pathway, who has skilfully created a person-centred learning environment.

The coach will have been compassionate and attentive to people needs, challenging and supporting athletes as individuals. Positive outcomes will have been achieved by coaching the athlete to be a better learner.

### The nomination should highlight the following:

- How the coach has created a person-centred learning environment
- How the coach is attentive to their athlete's needs, challenging and supporting them as individuals
- Examples of positive outcomes and how they have helped their athletes to improve

### Criteria:

- Must be a Swim England member
- Must hold a recognised coaching qualification or certification relevant to their role and activity
- Can be a paid or voluntary coach
- Hold a current enhanced DBS check and appropriate safeguarding certificate
- Must be coaching on a regular basis
- Can be any age

### Why It Matters

Talent development coaching has many important outcomes including the development of future potential. This is important to increase the breadth and depth of talented athletes in the sporting system.

## Section 2 - Harold Fern and Alfred H Turner Awards

### Nominations Process

- Public nominations will be open between **Monday 2 June and Sunday 6 July 2025**
- Nominations period can recognise activity great than 12 months
- Nominees must be Swim England members
- Nominators do not need to be club members or hold any official positions
- Regions and Swim England Discipline Leadership groups can also submit a nomination per award

### Shortlisting Process

- A shortlist of public nominations will be sent to each Region and Swim England Discipline Leadership group by Monday 14 July
- Each Region and Swim England Discipline Leadership group will determine and share with Swim England their shortlisted nominees by no later than **Thursday 7 August**, who will then progress to the Sport Operations committee for determination
  - o If a region intends to award these nominees at regional level, the Fern & Turner award titles cannot be used.
  - o Instead, a Region may choose to have a lifelong achievement or outstanding commitment award. In this case, Regions to determine and confirm to Swim England their provisional regional winners no later than Thursday 7 August
  - o Swim England will carry out safeguarding verification checks and will confirm the results of the verification process to the Regions no later than Monday 18 August
- Sport Operations Committee will confirm the winners, who will be awarded at the National Awards

### National Awards

- National Awards invitations to the winners will be sent out by Swim England w/c 29 September
- National Awards will take place on Saturday 29 November, The Great Hall, University of Birmingham

### Harold Fern and Alfred H Turner

The Awards are given to the individuals or organisations making the most outstanding contribution to aquatics at Club, County, Regional, National or International level. In selecting the winners, consideration is given to:

- Outstanding achievement in advancing the sport through competition/coaching/officiating
- Outstanding achievement in the administration of the sport
- Outstanding achievement in advising the sport
- Outstanding achievement in the development of coaches and/or technical officials

## Section 3 – National Awards

## Nominations Process

- Nominations will be open between **Monday 2 June and Sunday 6 July 2025**
- Nominations recognition period is **3 July 2024 to 6 July 2025**
- Each award within Section 3 will detail specific award criteria and shortlisting process
- Nominators do not need to be club members or hold any official positions

## Shortlisting Process

- Awards contained within *Section 3* will not form part of the regional shortlisting process
- Each award will be shortlisted and winners determined centrally by Swim England, unless stated otherwise

## National Awards

- National Awards invitations to the finalists will be sent out by Swim England w/c 29 September
- National Awards will take place on Saturday 29 November, The Great Hall, University of Birmingham

## People Awards

### Swim England Performance Coach of the Year

This award recognises coaches who have led athletes towards international success, achieving outstanding competitive results (individual or team). They will have skilfully designed a performance environment that has led to holistic athlete development and have demonstrated the upmost integrity and values in the pursuit of performance.

#### The nomination should highlight the following:

- What results the athletes or team have achieved
- How have these results been achieved, including holistic outcomes
- The values led approach this coach has taken to achieve these goals and to create a safe, enjoyable and successful experience for their athletes

#### Criteria:

- Must be a Swim England member
- Must hold a recognised coaching qualification or certification relevant to their role and activity
- Can be a paid or voluntary coach
- Hold a current enhanced DBS check and appropriate safeguarding certificate
- Must be coaching on a regular basis
- Can be any age

#### Why It Matters

Performance coaching creates opportunities for athletes to realise their biggest goals and aspirations. It exists to support people that want to dedicate themselves to the pursuit of performance excellence. Performance and performance coaching inspires and excites individuals and generations.

### Swim England Coach Mentor or Coach Developer of the Year

This award will be given to a mentor or developer who has supported a coach to make meaningful and sustainable change. This input will have led to improvements in effective and/or ethical coaching practice.

**The nomination should highlight the following:**

- How the person has met the coach's needs
- How they have led the way and changed a coach's work through their mentoring and guidance
- How the coaching practice is more effective and ethical to enable a safer and more successful experience

**Criteria:**

- Must be a Swim England member
- Must be mentoring / supporting a Swim England Member
- Hold a current enhanced DBS check and appropriate safeguarding certificate

**Why It Matters**

Coach Mentors and Coach Developers work closely with coaches to support their desire for continual improvement. They promote and advance effective and ethical coaching to improve participant and performer experiences and outcomes. They are increasingly recognised as a valued role in the support of coaching.

**Swim England Swimming Teacher of the Year**

This award recognises a teacher who consistently provides quality lessons (including proficient demonstrations of technical knowledge) in a fun and dynamic way, demonstrating excellent communication skills throughout. Through their creativity, care and commitment, they bring learning to life, creating lessons that inspire confidence and lifelong love of the water.

**The nomination should highlight the following:**

- A participant focused approach, showing an ability to meet the needs of varied learners
- How does the teacher go the extra mile to deliver the best quality, inclusive learning experience
- How does the teacher set an example, leading the way as someone future swimming teachers aspire to be like
- Examples of a fun, dynamic and inclusive approach to teaching swimming
- How does the teacher provide support and mentoring to other swimming teachers and swimming assistants
- How has the teacher continued to seek ongoing personal/professional development

**Criteria:**

- Must be a Swim England (or formerly ASA) qualified swim teacher
- Must be delivering one or more of the four frameworks within the Swim England Learn to Swim Programme (Pre-School Framework, Learn to Swim Framework, Aquatic Skills Framework, or Adult Swimming Framework)
- Hold a current enhanced DBS check and appropriate safeguarding certificate

Please note – Selected candidates may be subjective to an observation and/or follow-up call from Swim England learn to swim team.

**Why It Matters**

Swim teachers are often the very first point of contact a child has with swimming, shaping not only their confidence in the water but their lifelong relationship with the sport. Through creative, inclusive, and engaging lessons, these teachers create safe and fun environments that inspire young swimmers to enjoy learning and keep progressing. Recognising swim

teachers honours the individuals who bring the One Swim England strategy to life on poolside, driving participation, supporting swimmer development, and building the future of aquatics from the very start

## **Other Awards**

### **Swim England Swim School of the Year**

This award recognises a swim school that consistently provides quality lessons (including proficient demonstrations of technical knowledge) in a fun and dynamic way, delivering exceptional experience to all their participants and also focusing on the development of their swim teachers.

#### **The nomination should highlight the following:**

- Examples of the offer that has quality, fun, progression and inclusion at its heart
- Examples of a participant focused approach that focuses on the progression of participants and their staff
- Evidence of strong commitment to inclusivity, safeguarding and welfare to create great experiences for all their learners
- Tangible evidence of innovative and inspiring ways of delivering Learn to Swim sessions
- Evidence of continual professional development for swimming teachers

#### **Criteria:**

- Must be an active Swim England Swim School Member
- Must be delivering lessons in one or more of the four frameworks within the Swim England Learn to Swim Programme (Pre-School Framework, Learn to Swim Framework, Aquatic Skills Framework, or Adult Swimming Framework)
- The Swim School must offer/reward learners with Swim England Awards

Please note: The shortlisted Swim Schools may receive a call and a visit from a Swim England Assessor as part of the judging process.

## **Why It Matters**

Swim schools, of all sizes and settings, play a pivotal role in delivering high-quality Learn to Swim programmes that lay the foundation for a lifetime in swimming. From teaching core aquatic skills to nurturing the next generation of swimmers, their consistent dedication supports wide-reaching participation and local community impact in often unique settings. This award celebrates the swim schools that are not only aligned to our national strategy but also lead the way in excellence, innovation, and access for all.

### **Swim England Health Impact Award**

This award recognises an organisation which has made a demonstrable contribution to health improvement and health outcomes through swimming or aquatic activity. By building strong health partnerships and creating inclusive and accessible opportunities, the nominee will be able to show how they have helped individuals with long term health conditions or impairments overcome specific barriers to participation. The nominee should be able to outline how their work has had a measurable impact on health and wellbeing outcomes and explain the wider impact and value of this change to individuals and communities.

#### **The nomination should highlight the following:**

- How local data and insight has shaped their approach and supported continuous improvement
- Who the key beneficiaries are and what benefits have been observed and measured

- The challenges faced and examples of good practice that have helped to overcome them
- The value of this work to local partners and the aquatics community, e.g. partnerships created, social value, return on investment, etc.
- Inclusion of wider options and specific exit strategies to encourage independent activity outside any formal/structured support

**Criteria:**

- Must outline examples of high-quality aquatic opportunities created and how the offer was made to be accessible, inclusive and welcoming to the target beneficiaries.

**Why It Matters**

The award recognises the efforts of provider organisations in creating meaningful change to services and support for people with specific health needs, tackling inequalities in health and increasing the recognition of the contribution of aquatics for health, by creating capacity and evidence to strengthen collaboration between leisure and healthcare.

**Swim England School Swimming Award**

This award celebrates exceptional individuals, schools, lesson providers, clubs or organisations who have made a positive impact on school swimming and water safety, either locally or nationally. Through their dedication, creativity and commitment, these schools are truly passionate about improving school swimming programmes and have demonstrated significant achievements in this area.

**The nomination should highlight the following:**

- An outstanding commitment to ensuring that all children have the skills and knowledge they need to stay safe in, on and around water by supporting or delivering fun, engaging and innovative school swimming opportunities
- Examples of inclusive practices that give every pupil the chance to succeed
- Examples of delivering high quality, inclusive school swimming and water safety lessons
- Investment in training and development to support the delivery of school swimming lessons
- Shows evidence of innovative ways of delivering school swimming and water safety lessons, for example; improving pupil experience, increasing active learning time within lessons or taking a transformative approach to lessons
- Excellent reporting of the year 6 School Swimming and Water Safety curriculum requirements and the improvement made by pupils

**Criteria:**

- Must be currently signed up to the Swim England School Swimming and Water Safety Charter
- Are actively using the Swim England School Swimming and Water Safety Charter Award Scheme

**Why It Matters**

School swimming providers contribute significantly to our national goal of ensuring every child leaves primary school with the skills to be safe, confident, and competent in and around the water. As key partners in the education system, they deliver vital curriculum swimming and water safety programmes that support both physical literacy and wider wellbeing. Recognising these providers underlines their strategic importance in achieving a society where every child has the opportunity to swim, aligning directly with the One Swim England vision of lifelong participation.

**Swim England Educator of the Year**

This award recognises an Educator who consistently surpasses the day-to-day requirements of their role for the benefit of their learners. Through inclusive, high-quality delivery and a commitment to continuous improvement they help shape the future of aquatics, developing confident teachers, coaches, volunteers and leaders.

**The nomination should highlight the following:**

- How the educator is committed to understanding and meeting diverse needs
- How the educator fosters an inclusive and supportive learning environment where every learner feels valued
- Examples of innovative course delivery that helps inspire the learners to create great experiences for the aquatics community
- Evidence of continual professional development
- Examples of delivering high-quality, inclusive courses

**Criteria:**

- Nominations are open to all Educators who deliver any Swim England training
- Must hold a current Swim England Educator license or be a volunteer presenter

**Why It Matters**

Educators are the backbone of aquatic sports, playing a vital role in developing the knowledge, skills, and confidence of everyone involved. Their expertise ensures that education opportunities are safe, inclusive, and inspiring, laying the foundation for lifelong learning. By nurturing talent and promoting best practices, educators help sustain and grow

the aquatic community, making them essential to the sport's continued success and evolution.

### **Inclusion Impact, 'For All', Award**

This award recognises a club, affiliated swim school, operator or Approved Training Centre (ATC) connected to Swim England, which has championed Swim England vision and furthered inclusion and diversity within aquatics.

#### **The nomination should highlight the following:**

- Demonstrable examples of impacting positive change and commitment to making aquatics more accessible
- Examples of engagement with underrepresented communities to help dissolve the barriers that prevent engagement in aquatics
- Evidence of impact on the individuals involved and how it helped improve their experience in aquatics
- Examples of high quality, inclusive and engaging practices

#### **Criteria:**

- Must be a Swim England member or a Swim England affiliated club, Swim England Qualifications approved training centre, affiliated swim school or operator

#### **Why It Matters**

The 'For All' award recognises the life changing potential of aquatics by focusing on how inclusive practice has impacted an individual or group. Closely aligned with our organisational values of 'we include' and 'we do what's right', it celebrates those stakeholders that utilise aquatics as a tool for social change.

### **Swim England Pool Operator Pioneer Award**

This award celebrates exceptional innovation, creativity and dedication in enhancing experiences in an aquatics setting. It recognises operators and owners who have developed and implemented pioneering programmes, offers or campaigns that have successfully attracted individuals to swimming facilities, resulting in a measurable increase in aquatic engagement.

#### **The nomination should highlight the following:**

- Examples of innovative programmes or delivery of unique initiatives that have effectively drawn new participants to swimming pools
- Clear evidence of increased participation and engagement in aquatic activity as a result of their programmes and campaigns
- The development of programmes that are not only successful but are also sustainable with long-term benefits for the community

#### **Criteria**

- Must be a recognised operator or owner of facilities
- Can be an operator or owner of any size

#### **Voting Process**

The recipient of this award is determined by the Swim England Pool Owner and Operator Network. This process allows members of the network to recognise and reward the most impactful initiatives in the sector.

#### **Why It Matters**

This award serves as a platform to showcase the transformative power of innovative aquatic programmes. By celebrating these achievements, Swim England aims to inspire other operators to develop creative solutions that increase participation and enable more people to have great experiences in water.

To : RMB

From: Sara Todd

Re: Chair's Report June 2025

### **Key Activity and focus since last RMB May 2025**

- Aquatics GB Board Meeting
- Swim England AGM
- Regional Chairs Meeting ( see associated papers)
  - BBC Panorama
  - Judicial Review
  - Governance Review
- Progressing regional team structure
  - Support from SE
- Progressing Strategy discussion ( see attached presentation)
- Electric Eels Presentation Evening

### **Areas of Focus in July**

- Finalise Strategy
- Regional team structure : implement agreed roles and responsibilities
- Board / Discipline Succession Planning
- Review activity regarding Governance code
- Progress incorporation as required

April 2025

Authors: Sport/Development/LTS Team

1. **General**

2. **Learn to Swim**

- **Learn to Swim Tour** – 1 x date remaining 22<sup>nd</sup> May – aim for 220 total attendees across all events and on track for 280 – Pleased with progress. Full report in July on impact
- **Programme Review** – Good progress. Global review to be completed by May, and Stakeholder and Academic review now live. Sector to be updated via operator networks and Nationals (SOC already updated) in May.
- **School Swimming** – Inclusion project wrapping up in April with impact report expected in the summer – confirmed to be extended through to 2028 – more context and details can be provided.

3. **Development**

- **LTS to club Review** – the outcomes of the insight work have been presented to the project management group and will be shared with the Learn to Swim Review. Emerging themes focus on the need for clarity per sport on when a participant could consider trying a sport, the need for a more fun based approach to learning the sports, clarity on the responsibility to engage new participants and greater clarity on how to introduce key sport skills. This work will now progress via the sport sub groups to formulate recommendations per sport for further consideration.
- **Coach & Committee toolkit** – the format of how this resource will be hosted has now been agreed with work progressing to bring this to life. We are working with a club and their respective region to pilot an onsite delivery to evaluate the formatting of direct club support to ensure it is relevant, contextual and scalable.
- **Engaging with parents** – three team members recruited to be part of the development of the resources and to train the trainer. This small team includes a regional manager, a member of the development team and a member of the coaching team.
- **Club Health Tracker** – following work with the supplier, Club Health Tracker has been moved to an upgraded server which will improve the responsiveness. Work is underway to ensure that all clubs have access to the system with an accompanying communications plan to drive engagement. Regions will have access to individual dashboards to view regional results.

- **Digital Ecosystem** – Following on from the SwimMark review, the recommendation to address the numerous digital system clubs must access has been incorporated in to the Membership system project. Significant work has been done to understand the needs of all Swim England teams in relation to the membership management and we are currently at tendering stage.

#### 4. Events

**Terrorism (Protection of Premises) Act 2025, aka Martyn's Law**, received Royal Assent on April 3, 2025. This legislation aims to enhance the security of public premises and events across the UK by requiring those responsible to consider and implement measures to respond to potential terrorist attacks.

Key points to note at this stage:

- **Implementation Period:** There will be a 24-month period before the Act comes into force, allowing time for premises owners and event organisers to prepare and understand the new obligations.
- **Guidance:** will be issued in due course to support the required implementation.
  - **NB:** Sport and Recreation Alliance will be supporting the drafting of the guidance from sport perspective and Swim England have representation at the Alliance, so will be able to feed in and keep abreast of discussions.
- **Tiers:**
  - **Standard Tier:** events where it is reasonable to expect between 200 and 799 individuals
  - **Enhanced Tier:** events expecting 800 or more individuals

If the premises owner controls the venue and its use, they are responsible for ensuring compliance with Martyn's Law. In practice, both parties, premises owner and event organiser, will need to collaborate closely to ensure all security protocols are in place and adhered to, enhancing the safety of attendees

We are working closely with Sport and Recreation Alliance, plus discussing at SE Health and Safety Forum, to ensure we can proactively manage expectations of our community when more details are released.

#### Other Events updates:

1. **Artistic Swimming NAGs** (15 – 16 March, London) delivered; entries: 273 unique routines (250 routines in 2024)
2. **Artistic Swimming Champs** (26 – 27 April, Nottingham) upcoming; entries: 117 unique routines (97 routines in 2024)
3. **Water Polo NAGs U17/U19** (Finals: 3 – 4 May, venue changed: to Alan Higgs, Coventry (previously: GL1 Gloucester)) upcoming; entries: 42 teams (48 teams in 2024)
4. **British Masters** (13 – 15 June, London) entries: opening Wed 23 April
5. **Diving NAGs** (26 – 29 June, Sandwell) entries: opening Wed 30 April
6. **Artistic Swimming Combo Cup and Masters Champs** (5 – 6 July, Sheffield) entries: opening Wed 14 May
7. **Summer Meet** (29 Jul – 3 Aug, Sheffield) entries: opening w/c 19 May
8. **National Awards 2025:** date/venue confirmed – Sat 29 November 2025, University of Birmingham; save the date to be circulated imminently, categories

being reviewed and finalised; nominations due to open: 2 June 2025 in line with National Volunteering Week

## 5. Coaching

**Co-creation of the future of coaching** - The team has been on the road in March and facilitated 15 workshops for over 150 coaches up and down the country. The engagement has been fantastic with coaches honestly and respectfully collaborating with us to co-design the future of coaching.

**Effective and ethical coaching** - The team has begun two short pilot 3 month programmes exploring ethical aspects of coaching. Working with two groups of coaches, the pilot aims to 'test and learn' content and approaches in this important area.

**Supporting Coaches in Aquatics** - This coach developer programme is on track to begin in May with the planning and recruitment now complete. A diverse mix of 14 mentor coach developers from across swimming, diving and artistic are on the programme, which includes 4 women. The first session is will take in an art gallery designed to help practitioners understand themselves.

**Coaching in Water Polo** - This bespoke learning and development programme for water polo is on track to begin in May with the planning and recruitment now complete. Eight curious and motivated coaches have courageously taken up the opportunity. The first session will use a practical Basketball session as a stimulus for learning.

## 6. Performance Operations

- **DiSE:** We have received confirmation of 165 places for the cohort starting in September. This is a reduction of 5 athletes on previous years, but given the increasing demand this is still a great number of places being allocated with Aquatics still receiving the most places alongside Athletics. Recruitment for the next cohort will begin shortly in May.
- As part of Swim England's digital transformation, Swim England have joined in a four-year partnership with Aquatics GB to implement the software 'Teamworks', this will be to utilise both the 'Teamworks Hub' and 'Teamworks AMS' platforms. By joining in a partnership with AGB to utilise the same systems, it enables a few smooth transition of data and experience for athletes and workforce between the two organisations as athletes and workforce move through the different programmes along with reducing duplicated work to create efficiencies.
- **The 'Hub'** will provide an all in one system to manage all administration and logistics across all of the sports, which in future will also likely integrate with the membership system. This software will create huge efficiencies across the administration teams, along with providing crucial governance compliance across GDPR and safeguarding. The system for example will store all calendar, camp logistical plans, athlete agreements and communications (to name a few functions).

- **The 'AMS' system** will provide a place to store and analyse all of the performance data that the sport science team collect on athletes across all sports. It will collect medical data, performance measurements, wellbeing results and can also integrate with commonly used technologies such as apple watches and Oura rings as examples, to collect all health and performance data. This will enable the team to share data back with athletes and coaches to support their daily training environments, and enable better performance decisions for the talent programmes. Aligning with AGB will enable a deeper understanding of the optimal development journey for an athlete from youth to senior success.
- Across both the Hub and AMS, it will be a phased implementation across the sports and programmes with a focus being on those groups attending the World Championships in July, followed by the top level programmes from September with the view to roll out further as we progress through the first year.

# Judicial Evolution

A paper to prompt discussion about the function of the Judicial Appointments Panel and potential changes to it

## Context

The **Judicial Appointments Panel (JAP)** is meant to comprise eight people, one nominated from each Region, and is responsible for:

- Recruiting the Judicial Commissioner (who is responsible for reviewing all Judicial Complaints and Appeals following Club Complaints, Water Polo Sanctions and Protest Complaints and granting leave to proceed in all instances; issuing appropriate directions during the judicial process, including the direction of mediation; and ensuring all parties are treated fairly throughout the Swim England Judicial process);
- Appointing members to the Dispute Resolution Panel and the Appeals Panel (from which individual committees are formed to hear Judicial Complaints, Water Polo Complaints, Appeals and applications for Safeguarding Interim Orders);
- Removing members from the Dispute Resolution Panel and the Appeals Panel (NB we plan to amalgamate these into one Panel, but in this paper, we will refer to them as “**the Dispute Panels**”).

At this year's AGM only three regions nominated a member for the JAP. Under our current Regulations and Terms of Reference for the JAP, there is no mechanism to appoint members outside of the AGM.

The current issues which need to be addressed by the JAP include:

- The recruitment of a new **Judicial Commissioner (JC)**, to be appointed at the AGM in May 2026 (so the process needs to start towards the end of 2025), when the current JC's term comes to an end.
- A more active approach to removing members from the Disputes Panel who do not meet certain minimum standards we wish to introduce (e.g. participating in a certain minimum number of hearings each year, completing safeguarding training etc).
- Recruitment against specific skills for the Dispute Panels, for example we do not have anywhere near enough Safeguarding expertise
- Challenges to the introduction of term limits for the JC and members of the Dispute Panels

A fully functioning JAP is essential as we navigate the required evolution of the Judicial function within Swim England.

## Questions the Chairs may wish to consider

- The JAP is in essence an interview panel – these often consist of three individuals – is eight members appropriate / necessary?
  - Members of the JAP need a good working understanding of the Judicial function within Swim England – how can we ensure this is achieved?
  - The JAP needs a skill set that includes knowledge of Safeguarding, Legal, Recruitment, and Aquatics – how do we ensure this is achieved?
  - Do the Regions currently undertake an open, transparent, consistent and fair appointment process for their nomination?
  - Do the nominees need to be confirmed at the AGM?
  - All other volunteer roles in the Swim England Judiciary have term limits. Should the JAP?
  - Five of the eight regions were unable to identify an individual to nominate to sit on the panel this year – why?
  - Are there any other ways to perform the role of the JAP which make it more effective as a panel and less burdensome on the Regions?
- 

### **Item 4.3 - Incorporation Update**

By way of update I can advise the following:

1. The current 4 members of the Board of the new limited company have received the first draft of the proposed transfer agreement. Once happy with the draft it is proposed that it is passed to a lawyer for any comments.
2. Following 1 above we are proposing to send it to Charterhouse with the sole intention of asking that they kindly confirm that this will not affect the tax treatment of the transfer and asking if they have any specific wording that they would like us to include.
3. Once approved by Charterhouse it is intended that the final draft will be circulated to the Regional Management Board of the unincorporated association to approve or otherwise entering into the agreement and in order to authorise if needed [Sara Todd and Roger Prior] to sign the document on behalf of the unincorporated association. Then the Limited Company Board will meet to approve entering into the agreement and in order to authorise [Roger Penfold and Christopher Lee] to sign the document on behalf of the limited company.

I am hopeful that the process will lead to an orderly changeover from the unincorporated entity to the limited company on 31st December 2025.

Chris Lee

16 June 2025

## **Comms report**

### **Brand**

The emergence of the Regional Strategy must positively impact the region's brand to ensure that it achieves the level of exposure needed to gain community engagement.

### **Social media**

We operate across three social media platform with each targeting slightly different demographics. Audience broadly breakdown as follows:

- 18-29yrs 76% use Instagram, 68% use Facebook, and 65% use **Snapchat**.
- 30-49yrs 78% using Facebook, 66% using Instagram, and 43% using **Pinterest**
- 50-64yrs 70% using Facebook, 36% using Instagram, and 30% using **LinkedIn**
- 65yrs+ 59% use Facebook

A majority of X users (58%) are under 35 years old. Specifically, the 25-34 age group makes up the largest cohort with a male-to-female ratio of 2:1

Currently we have:

- 1.3k Facebook followers
- 3.06k X followers
- 2.1k Instagram followers

### **Newsletter**

Published 11 times a year with 1.4k contacts. This number changes every month as new people register and others de-register – the general direction is growth.

### **Competition news**

Published as a when required, this has 730+ contacts.

### **Website**

We have recently incurred some technical issues (503 error) with the site at busy times. I have asked the service provider for a technical report so that the issue can be addressed before the next major event.

### **General approach**

We are moving away from hosting Swim England information and moving towards pointing to original sources. This does involve checking that the original source has not been moved or removed but does provide greater clarity for users.

### **Live stream at events**

Swimming - becoming more important, particularly post event, as swimmers & coaches review races. Depending on the programme we are achieving circa 3k viewers per session.

Masters – circa 1.6k viewers per session

**Comms report**

**Moving forward**

*Regional Strategy:*

Specific comms planning will be required utilising all channels for the emerging Regional Strategy.

Launching the 'Strategy Brand' should include adjustments to the website to create a new portal but could also include roadshow and podcast.

*Recruitment of volunteers:*

We carried out some tests utilising the live stream kit at Wycombe during 2025 LC Championships.

Janice Whittle (SE President 2024/25) took part in first trial by being interviewed by commentator. This was edited to about 45secs for broadcast with the objective of it being used at quiet times during broadcasts. Similar interviews will be carried out with a range of volunteers with the aim of recruiting a range of volunteers.

These short films will also be used on social media channels.

*Chat GPT:*

It has been suggested that the website might benefit from the introduction of translations services using AI tools.

This needs investigation but, if practicable, could support our reach into communities.

*Social media platforms:*

Given the usage of different channels by different demographics (particularly 18-29yrs) we should review the platforms we currently use and be more targeted in their use.

#### **Item 4.5 Welfare Report**

The county and club safeguarding and welfare officers continue to play a vital role within the South East region.

The development of working with the active partnership continues to grow with counties making links and in some cases accessing funding potential and taking part in free training opportunities where relevant together with an introduction to this organisation and how they can help has been made..

The role out of Globocol continues to be planned, at present only a few clubs in the South East were invited with many poolside issues being recorded and dealt with. Hopefully in time all 900 + clubs in England will join, but this will be a slow measured invite. Once done it will give a clear picture of the level 3 issues clubs are dealing with a picture unless requested to help for which there is no information .

Currently national are dealing with 6 level 1 issues and 17 level 2 in the South East.

It has been a busy 6 months with several incidents which have been or are being worked on, these range from the growing phone capture of swimmers in changing rooms, to how to resolve complaints against the region and growing concern for folk not part of the meet walking in.

There have been meetings with both Regional SWO'S and the national team throughout this time.

The issue of meets which do not have accreditation checked by security as at nationals presents a challenge for which a paper type brightly coloured wrist band as used by some regions may help, there have been no Swim England safeguarding issues reported.

Andy Giess

Regional Welfare Officer

13/06/2025

**Staff update June 2025**

|                                           |  |                                                                                                                                                                                                                                             |
|-------------------------------------------|--|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Bryony</b>                             |  |                                                                                                                                                                                                                                             |
| Financial management                      |  | Finance meeting has taken place. Update will be on the agenda.                                                                                                                                                                              |
| RMB attendance & administration           |  |                                                                                                                                                                                                                                             |
| ACM administration                        |  |                                                                                                                                                                                                                                             |
| Regional Awards Adminstration             |  | Included on the meeting agenda                                                                                                                                                                                                              |
| New club affiliation                      |  | Application for a water polo club based in Slough has been received and has been sent to the county for their input                                                                                                                         |
| Communicate with the counties             |  |                                                                                                                                                                                                                                             |
| Time to Listen pre course checks          |  | June workshop checks complete                                                                                                                                                                                                               |
| Management of the team                    |  |                                                                                                                                                                                                                                             |
| Regional Governance Code Support          |  | Work is underway on reviewing documents in line with the task timeline. Welfare Plan has been updated, Risk assessments have been collated, data has been obtained from Swim England for DIAP review. Further update is included on agenda. |
| Regional Governance / Incorporation       |  | Draft transfer agreement has been put together. Incorporation update is included on the agenda.                                                                                                                                             |
| Regional Development / Strategy Group     |  | A further meeting of the group has taken place to look at strategy in more detail, this is included on the agenda.                                                                                                                          |
| Newsletter collation                      |  |                                                                                                                                                                                                                                             |
| Website maintenance                       |  |                                                                                                                                                                                                                                             |
| Para Swimming Records                     |  | Updates will be needed following Regional Champs, a handful of claims have been submitted                                                                                                                                                   |
|                                           |  |                                                                                                                                                                                                                                             |
| <b>Kristie</b>                            |  |                                                                                                                                                                                                                                             |
| SwimMark Accreditation (103 clubs)        |  | This quarter is in progress (club affiliation). No updated on the next steps for SwimMark.                                                                                                                                                  |
| Club affiliation (Surrey, Hampshire, BSB) |  | New club Hedge End contacted to complete the process.                                                                                                                                                                                       |
| County liason (attend two meets per year) |  | Hampshire meeting 19th June.                                                                                                                                                                                                                |
| Regional swimming development programme.  |  | Final camp took place on the 1st June, shared the venue with the para camp which worked well. Planning for next season underway, first camp is the 7th September.                                                                           |
| Regional off shore camp                   |  | No decisions for 2026 - a sub group of the coaches forum will be reviewing this.                                                                                                                                                            |
| Regional open water/distance camps        |  | Taking place on the 15th June - 60 athletes                                                                                                                                                                                                 |
| National club leadership group attendance |  | There are proposed ammendments being put forward to the national group around the suspension of members from their roles if they do not have the relevant checks and training rather than suspension of the whole club.                     |
| Regional Development/ strategy group      |  | With no revised programme/ SwimMark - club bursaries will need to be discussed soon as applications will be coming in for 2026 in a few months.                                                                                             |

|                                    |  |                                                                                                                                                                                          |
|------------------------------------|--|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Regional swimming group attendance |  | Meeting attendance June.                                                                                                                                                                 |
| Regional swimming coaches' forum   |  | Following our face to face meeting on the 3rd May we have developed a joint action plan with working groups.                                                                             |
| National coaching strategy group   |  | I attended a meeting on the 10th June, this included action planning exercise. The national strategy will be launched in July, we can then access what we implement at a regional level. |
| Time to Listen course planning     |  | All booked until the end of the year. The new course should be available from January 2026.                                                                                              |
| Swimming coach mentoring programme |  | An information article will be added to the newsletter in July ready for the application window.                                                                                         |
| Staff Review                       |  |                                                                                                                                                                                          |
| Club support                       |  |                                                                                                                                                                                          |
| G9 Group/ Swim England and regions |  | These have been constructive meetings to date. Operationally regions appear to be facing similar issues and the opportunity to share these has been extremely useful.                    |

|                                             |  |                                                                                                                                                                                                              |
|---------------------------------------------|--|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>Kate</b>                                 |  |                                                                                                                                                                                                              |
| Team manager training                       |  |                                                                                                                                                                                                              |
| Young volunteer training                    |  | 12 athletes have achieved bronze and 2 have achieved silver awards.                                                                                                                                          |
| County Liaison (attend 2 meetings per year) |  | Attended Kent meeting via zoom                                                                                                                                                                               |
| Club affiliation (ONB, Sussex and Kent)     |  |                                                                                                                                                                                                              |
| Regional Development/ strategy group        |  |                                                                                                                                                                                                              |
| Disipline Support - Para swimming           |  | Two new development coaches joined the regional team. June 1st dev day had 18 swimmers booked on (16 attended) and 4 coaches attend for CPD. Ran alongside regional camp this year which was very successful |
| Discipline support - Water polo             |  |                                                                                                                                                                                                              |
| Discipline support - Artistic swimming      |  | Linked artistic Young volunteers with Steve Fuller to help support grade days                                                                                                                                |
| Discipline support - Diving                 |  |                                                                                                                                                                                                              |
| Discipline support - Masters                |  |                                                                                                                                                                                                              |
| club support                                |  |                                                                                                                                                                                                              |

|                                                                       |  |                                                                                            |
|-----------------------------------------------------------------------|--|--------------------------------------------------------------------------------------------|
| <b>Caroline</b>                                                       |  |                                                                                            |
| Financial management                                                  |  | Month end completed for May - all LC champs invoices sent and payments are still coming in |
| Regional awards administration                                        |  |                                                                                            |
| Website maintenance                                                   |  | ongoing                                                                                    |
| Manage the office e-mail account/ phone and answer/redirect enquiries |  | up to date                                                                                 |
| Time to listen post course admin                                      |  | Post course admin will be sent for June TTL once it has taken place                        |
| Coach bursaries                                                       |  | on track                                                                                   |

|                |  |                                                                                                                                                     |
|----------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------|
| Meet licensing |  | all up to date, will be slight delay over coming weeks due to results processing at rankings this was communicated to pannel and shouldnt affect SE |
|----------------|--|-----------------------------------------------------------------------------------------------------------------------------------------------------|

# Swim England South East Region Strategy 2025 +

# South East Region Strategy

## Introduction

In 2024 our National Governing Body (NGB) , Swim England launched a new strategy , informed by the Listening Report and the interactive roadshows held in the summer. The strategy was developed collaboratively with input from all stakeholder groups within Swim England , including the regions.

The output , ONE SWIM ENGLAND , is intended to convey an unwavering commitment to change to create a more positive culture with enjoyable experiences in water for everyone , regardless of age, ability or background.

Swim England South East Region strongly support this approach and therefore have adopted the same principles. As we believe in “ ONE SWIM ENGLAND” we have deliberately adopted the same tone and you will recognise similarity in structure and language. However , the South East Region is currently the single largest region within Swim England , representing over 20% of the total membership . It is complex, comprising 6 counties , 170 Clubs and 34,175 members. Subsequently , the priorities are designed to address specific regional challenges. These priorities will be supported by specific annual objectives and progress will be monitored and shared with you, after all YOU are our main priority.

As always , the successful delivery of this strategy will be dependent on great collaboration between all of us . In some instances the main activity will be guided centrally and in others it will be the responsibility of those of us within the Region.

# South East Region Vision, Mission & Values

**Vision :** **Aquatics for All**

**Mission:** To support and enable clubs to deliver enjoyable aquatic experiences in a safe and inclusive environment within the South East Region

**Values :**

We are inclusive

We consult , collaborate and guide

We are transparent and communicate clearly

We hold ourselves accountable

We are ambitious

We demonstrate professionalism and leadership

# Strategic Pillars

## FOUNDATIONS

- Principled Culture
- Trusted Welfare & Safeguarding
- Stronger Clubs
- Access to Water
- Outstanding Events
- Effective Talent Pathways
- Learn to Swim

## ENABLERS

- Build Trust & Respect
- Outstanding People
- Operational Excellence
- Strengthen Revenue

## GROWTH

- Increasing Engagement
- Build Partnerships
- Aquatics for Health and Wellbeing
- Develop all Aquatic Disciplines

# FOUNDATIONS

| Principled Culture                                                                                                                                     | Trusted Welfare & Safeguarding                                                                                                                                                                                                                                                           | Stronger Clubs                                                                                                                                                                                                                                                         | Access to Water                                                                                                                                                                                                                                                | Outstanding Events                                                                                                                                                | Effective Talent Pathways                                                                                                                                                                   | Learn to Swim                                                                                                                                                |
|--------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <p>In the spirit of our stated values we will develop an environment where everyone feels included , valued and encouraged to enjoy aquatic sports</p> | <p>We will continue to promote acceptable standards of behaviour in an environment where everyone feels safe to enjoy their sport <i>and</i> to raise concerns without fear.</p> <p>We will focus on listening , education, and the development and implementation of best practice.</p> | <p>Aquatic Clubs remain at the centre of our sports and we will remain committed to supporting them with guidance and assistance to strengthen the positive experience of all involved – athletes, coaches, teachers, volunteers and officials, parents and carers</p> | <p>Access to appropriate facilities is an imperative to success and is a constant challenge. We will continue to advocate and partner where possible with operators, local authorities and our NGB to ensure sufficient quality and quantity of blue space</p> | <p>SESER remain committed to delivering high quality events which deliver positive experiences for all involved and encourage athletes to thrive and succeed.</p> | <p>Guided by our NGB we will ensure a cohesive and effective programme for all disciplines ensuring athletes have the opportunity to achieve their personal goals and maximum potential</p> | <p>We will encourage participation in LTS for all ages through advocacy and education, reinforcing LTS as the route to participation in all disciplines.</p> |

# ENABLERS

## Build Trust

We will ensure open, honest and regular communication across all stakeholder communities.  
We will set and meet expectations and routinely seek feedback  
We will establish opportunities for interactive engagement across all stakeholder groups

## Outstanding People

We will continue to build a strong cadre of dedicated and committed volunteers, staff, coaches, officials and tutors.  
We will provide the necessary support to develop their skills and expertise and we will recognise and celebrate their success.

## Operational Excellence

We remain committed to maintaining a strong framework of governance and delivering our objectives as effectively and efficiently as possible. We will make good use of supporting technology.  
We will monitor and manage performance with an ambition for continuous improvement.

## Strengthen Revenue

We remain committed to investing in the development and success of all our members and will prioritise efforts to ensure a viable and sustainable income stream to meet these increasing challenges

# GROWTH

## Increasing Engagement

We will actively promote inclusivity and work collaboratively inside and outside of our existing community to remove barriers to participation and attract new members

## Build Effective Partnerships

We will identify and develop mutually beneficial partnerships to enhance access to and delivery of aquatic sport

## Aquatics for Health & Wellbeing

We will actively promote the positive benefits of aquatic sport for health and mental wellbeing , encouraging participation regardless of age or ability

## Develop All Aquatic Disciplines

We will ensure all aquatic disciplines are provided with support to develop and thrive in the Region, increasing participation at all levels

# PRIORITIES

- To be decided..
  - Feedback from RMB
  - From Disciplines
  - Anyone else ?

# NEXT STEPS

- Agree priorities
- Develop Activities to support priorities
- Metrics to measure progress