



Swim England East Midlands

Committee	Regional Management Board	
Venue	SportPark, Loughborough	
Time and Date	Saturday 14 th July 2018	
Present:	John Hidle (Chair)	Duane Rae-McLean
Brian Collis	Doug Whitlam	Ursula Beck
Deb Dean	Terry Bream	Lenka Tanner
In Attendance:		
Helen Bickerstaff	Fiona Conway	Sue Paget

Min.	Agenda Item	Details	Action
1.	Welcome	JH welcomed everyone to the meeting.	
2.	Apologies	Jo Highfield, Dave Hendel, Wendy Coles	
3.	Minutes of 2nd June 2018	Approved.	
4.	Matters arising		
4.1	<i>Minute ref 4.1 Meeting dates</i>	All dates approved apart from 2 nd Feb which has been brought forward a week to 26 th January due to a large number of clashes with County Championship dates.	Regional Office
4.2	<i>Minute ref 7.4 Review of Coaches Forum</i>	The review of Coaches Forum meeting is taking place on Wednesday 18 th July. All other uncompleted matters arising are covered within the meeting's agenda.	FC
5.	Finance	Contributions from National aren't put in the budgets as these aren't guaranteed. Admin budget set on the same basis as previous year, being set pessimistically. Concerns raised around potential forecast if disciplines do start to spend what is requested. Going forward will be looking to approve the budgets in full to look at the detailed costings. Jane retires in September and Hayley will replace her, working full time over 4 days. The part-time role of Co-ordinator has been advertised. Hayley will become a bank signatory – any spend over £500 requires a secondary signatory/approval. Confidential item - DD to advise of outcome.	DD

<p>6. 6.1</p>	<p>Governance Regional Strategy</p>	<p>The strategy has been printed and will be circulated with the ACM papers and annual report.</p>	
<p>6.2</p>	<p>Regional Operational Plan</p>	<p>The Board approved the format which will be used to report on and monitor regional activity.</p>	
<p>6.3</p>	<p>GDPR</p>	<p>JH will look at creating a policy.</p>	<p>JH</p>
<p>7. 7.1</p>	<p>Swimming Open Water</p>	<p>The Midland Open Water was cancelled at Cliff Lakes due to swimmers itch. We had the options of cancellation or transfer to join with another Region; the option taken was to join with Swim Wales. 76 Midland swimmers transferred to give swimmers an opportunity to qualify from the National Age Group event at the Open Water Festival. JH thanked FC and HB for their efforts on the day at Lake Bala.</p>	
<p>7.2</p>	<p>County/Regional Pathway</p>	<p>Counties have expressed concern around attendance of swimmers at the 11 year old camps, two particular points where made:</p> <ul style="list-style-type: none"> - Consistency of the Region requiring swimmers to attend all three dates to sign up. FC advised the selection policy now advises swimmers must be signing up to commit to all 3 days and this will be enforced. - Swimmers adding other events over the County Days. FC agreed with the RMB that to attend the Regional Days, swimmers must have positively accessed their County Days; this will not affect the following: <ul style="list-style-type: none"> - Swimmers not selected for counties that have moved up the ranks - Swimmers who declined the place due to not being available for all 3 days, therefore not taking place of a swimmer who can commit - Swimmers who were ill or extenuating circumstances therefore missed a day, swimmers must communicate with their County <p>Regional selections have been done and will be confirmed against the above and letters circulated. September will be at Loughborough and October/November at Moulton.</p>	
<p>8.</p>	<p>Para- Swimming/Disability</p>	<p>Para Swimming have given a better direction on Regional requirements, once the presentation has been received this will be delivered at an appropriate time.</p>	
<p>9. 9.1</p>	<p>Club Development SwimMark</p>	<p>Constitutions for non SwimMark clubs are ticking over. Will start to identify clubs to look at: Risk Assessment Workforce list Head Coach qualifications/safe supervision</p>	

<p>9.2</p>	<p>National Club Development Management Group</p>	<p>1 club lost at panel (Retford) who are looking to re-accredit in September. 1 club approved as new (Corby Steel Diving).</p> <p>UB to feedback to Jenni Dearman on DRM thoughts on safeguarding course access and type.</p> <p>DW had issues re completing the online course with UK Coaching, HB to investigate.</p> <p>JH thanked SP for her efforts in the absence of Holly Wheat on Maternity Leave.</p> <p>Clubs feel there is a lack of support from Swim England nationally around GDPR.</p> <p>Club support package with an online area instead of being in multiple.</p> <p>Coach register: register in the first instance then looking at licences further down the line – methodology and time scales likely to change. JH to speak to GW regarding the offer of Derbyshire.</p> <p>Jon Keating gave an update on the national clubs team operational plan.</p> <p>Group have requested a standard template update so updates of targets can be given.</p>	<p>UB</p> <p>HB</p> <p>JH</p>
<p>10. 10.1</p>	<p>Reports SGB report</p>	<p>BC received a letter of thanks. Currently isn't clear what will happen at the National ACM.</p>	
<p>10.2</p>	<p>Regional Chairs report</p>	<p>Format changed at the last meeting, previously the Regional Chairs met then met with staff and other members over dinner. Now have a meeting of Chairs then a meeting of staff.</p> <p>Sport Operations Committee Chaired by Neil Booth JH representative of Chairs 4 staff members 4 discipline members to be appointed</p>	
<p>10.3</p>	<p>Masters update</p>	<p>Report circulated. Meeting took place just prior to the last RMB, therefore no response yet to records feedback.</p>	
<p>10.4</p>	<p>Synchro update</p>	<p>Minutes circulated. The Midlands group is working positively, mapping out where Stage 8-10 activity is taking place to see where the gaps are and where club links are.</p> <p>Camp plans are going well - need to work on the staffing for 2019 particularly around Team Manager module 2's. The camp has external coaches to support the camps.</p>	

10.5	Water Polo update	<p>RMB acknowledges the work and dedication that Lenka and Geraldine have put into the camp.</p> <p>Aquastars came 4th out of 34 at the Combo, gold and 2 bronze individual medals also.</p> <p>Green Arrows also attended with positive results.</p> <p>Currently a working group and going forward it looks positive to have members of the group with specific roles rather than county reps.</p>	
11.	AORB		
11.1	Fred Furniss	The Board acknowledged the support Fred had given to the Region, coaches and swimmers in his role as Talent Officer and previously as Lincoln Vulcans Head Coach. Details of Fred's funeral have been circulated.	
11.2	Calendar	Calendar – done via google https://myaccount.google.com/ Log in details have been circulated by FC.	
11.3	Diving	Diving – currently funded by Corby Borough Council but as due to become a unitary authority this may impact on the diving club.	
11.4	Club Officers	Holly Wheat returning w/c 13 th August so the job share with Sue Paget will be back in place. Holly to support Water Polo and Lincolnshire Sue to support synchro and Nottinghamshire	
11.5	Club awards	Club awards have now been launched – all discipline specific, all clubs are encouraged to engage with these.	
12.	Confirmation of next meeting dates	ACM Sunday 16th September 2018 RMB Saturday 6th October 2018	

Minutes prepared by	Date
Fiona Conway	15/07/2018

MINUTE	SUMMARY OF AGREED ACTIONS	ACTION
4.1	RMB meeting dates – amend 2 nd February 2019 to 26 th January 2019	Office
4.2	Review of Coaches Forum	FC
5	Confidential item – DD to advise of outcome	DD
6.3	GDPR policy	JH
9.1	Feedback to Jenni Dearman re Safeguarding course access and type	UB
9.1	Issues re online Safeguarding course with UK Coaching	HB
9.2	JH to speak to GW regarding Derbyshire offer	JH