



# Swim England East Midlands

<b>Committee</b>	Regional Management Board
------------------	---------------------------

<b>Venue</b>	Zoom
--------------	------

<b>Time and Date</b>	Saturday 23 <sup>rd</sup> January 2021
----------------------	--

<b>Present:</b>	John Hidle	Deb Dean
Doug Whitlam	Lenka Tanner	Tom Parr
Dave Hendel	Brian Collis	Ursula Beck
Richard Roberts		

<b>In Attendance:</b>	Fiona Conway	Helen Bickerstaff
	Grace Grove	

Min.	Agenda Item	Details	Action
1.	<b>Welcome</b>	JH welcomed all to the call and welcomed Richard. Everyone introduced themselves to Richard.	
2.	<b>Apologies</b>	Terry Bream and Duane Rae Mclean.	
3.	<b>Minutes of 19<sup>th</sup> September 2020</b>	Minutes approved.	
4.	<b>Matters arising</b>	Covered within the meeting.	
5.	<b>Finance</b>	<p>DD circulated the Management Accounts - 31 December 2020 and it detailed the following:</p> <ul style="list-style-type: none"> <li>Expenses relating to the year received after date have been accrued as necessary.</li> <li>Furlough claims have been received and accounted for up to the end of the year.</li> <li>The available bank balance is £213,286 at the end of the year.</li> <li>As predicted, we will have a much smaller deficit than budgeted.</li> <li>The loan to national remains at a balance of £39,000.</li> <li>National will be looking to borrow further money in the autumn and we have expressed an interest. The amount is likely to be similar to that already loaned.</li> <li>Membership figures - there will be some membership losses but at the moment this is around 1%. The forecast includes a reduction in numbers of 750 which equates to less than 5%. It was important to recognise there will be some losses but these are currently expected to be minimal. According to Brian Havill membership fees nationally are down 39% on the same period last year but it is still too early for a reliable picture.</li> <li>We predict to be able to retain reserves of more than £100,000 at the end of 2021. Previously this was predicted to drop to £87,658.</li> <li>The Regional office cannot be vacated until March 2022.</li> <li>We are hopeful that contributions from the counties will make a difference when license fee income returns.</li> <li>The budgeted deficit was £93,495 but is actually £17,731.</li> </ul>	
6.	<b>Discipline updates Swimming</b>	Potentially will run 1 virtual development (half) day and 1 virtual	

	<p><b>Masters</b></p> <p><b>Para-Swimming</b></p> <p><b>Open Water</b></p> <p><b>Artistic Swimming</b></p> <p><b>Water Polo</b></p> <p><b>Diving</b></p>	<p>development day later this year.</p> <p>Nothing to report</p> <p>On Sunday 7th Feb the Para-Swimming Talent Team are delivering the second Para-Swimming National Pathway Engagement Day. A day full of workshops and activities, designed to help athletes, coaches and parents / guardians gain valuable information about the development of Para-athletes.</p> <p>Planning 1 virtual development (half) day in May and 1 lake session in June. Level X are planning sessions for 11/12 year olds.</p> <ul style="list-style-type: none"> <li>• The 2020 National Conference was postponed.</li> <li>• Virtual Grade Days took place in December last year.</li> <li>• The top athletes across the East Midlands and West Midlands between the ages of 12 and 15 have been selected to join the Midlands Regional Elite Training Squad. The squad will train and work together under the guidance of a Lead Coach and an Assistant Coach remotely via Zoom sessions. There will be 1 x training session per month through the remainder of the season, and further challenges, assessments and goals will be set between training sessions.</li> <li>• The Level X launch has been put on hold due to lockdown.</li> <li>• CDOs due to catch up with Rachel Bayley, Head of Performance Operations, first week of Feb.</li> <li>• Fi, Rachel Bayley and Jon Lane due to catch up the second week of Feb.</li> <li>• We have created a survey to collect details of those wishing to attend an Assistant Water Polo Coach course and/or a Water Polo Coaching course so we can support the IoS and the organisation of these courses.</li> </ul> <p>The Level X launch has been put on hold due to lockdown.</p>	
7.	<b>Club Development</b>	<p>UB reported on the Club Leadership Group meeting held on 16th December. She had been unable to attend the meeting and Brian had attended in her absence. Main topics for discussion had been.</p> <ul style="list-style-type: none"> <li>• The CLG will be looking at revised club constitution format in 2021.</li> <li>• A change to the portal re lapsed clubs, previously if lapsed they would stay on the list and when reinstated would be registered again thus showing twice.</li> <li>• Swim Mark reducing the number of elements from 16 to 14 by combining elements 13 and 14.</li> <li>• Stronger Affiliation reducing from 6 to 5 elements.</li> <li>• An email to be sent to all clubs re a) eligibility for affiliation or b) if the club do not conform will not be able to affiliate.</li> <li>• Andy Jack, Club and Operator Relationship Manager, is currently working on a Club Merger toolkit which will be available to clubs in due course.</li> <li>• The affiliation to Regions and Swim England, major point</li> </ul>	

	<p><b>SwimMark</b></p> <p><b>Stronger Affiliation</b></p> <p><b>CDOs</b></p>	<p>being Officers of clubs not from same family, and the region makes the decision on clubs wishing to affiliate with no appeal.</p> <ul style="list-style-type: none"> <li>• Long discussion around the Regional Agreements - the general feeling was understanding but how was open for discussion.</li> <li>• The Regional Agreement will be an Agenda item at the CLG's March meeting.</li> </ul> <p>Last year 76 clubs completed their SwimMark accreditation. Unfortunately in 2020 2 clubs folded. The next SwimMark Panel will take place on the Wednesday 17<sup>th</sup> March 2021 and we have 23 clubs going through – 22 Full Checks and 1 Health Check.</p> <p><i>Action – HB to send GG the 12 clubs who have not yet engaged and for GG to circulate to the Board.</i></p> <p><i>Action – Include SwimMark March deadline and reminder in the weekly regional club update.</i></p> <p>In total 11 clubs have completed Stronger Affiliation.</p> <p>UB thanked the CDOs for their work to support clubs over the past 12 months.</p> <ul style="list-style-type: none"> <li>• TM2 is in the final planning stages and will hopefully be launched in February.</li> <li>• Focused on SwimMark/Stronger Affiliation for the March panel.</li> <li>• There are 53 young volunteers signed up to this year's young volunteer programme and we hosted our first introduction module on Thursday 14<sup>th</sup> January and the next one will be on Sunday 24<sup>th</sup> January.</li> <li>• We hosted the first Midlands Volunteer Coordinators Forum on Thursday 21<sup>st</sup> January, it was very well received and we had 25 people attend. This will be a quarterly Forum and we have created a Facebook group for the Volunteer Coordinators to ask questions to each other and us.</li> <li>• We recently sent round a survey to all of our officials across the Midlands as we are keen to support our officials in any potential training opportunities and are also wanting to seek an insight into when our officials may look to return to officiating when competitions are able to re start.</li> </ul> <p><i>Action – Circulate the results once the survey is closed.</i></p>	
<p><b>8.</b></p>	<p><b>Regional Reports Incorporation</b></p> <p><b>Working Together with Swim England</b></p>	<p>At the last meeting JH asked the board to think about what the board should look like post incorporation. The board is happy to continue with the 5 county reps and may increase independent members on the board.</p> <p>Limited Company has been formed.</p> <p>Mike Beard, West Midlands Finance Manager has said that he will share their Articles of Association and we can adapt these to suit us.</p> <p>Chairs working with SLG on Regional Agreements – ongoing.</p>	

	<b>Regional Organisation</b>	<ul style="list-style-type: none"> <li>• GG moved to 5 days in January.</li> <li>• Regional Office was due to be closed but contract cannot be cancelled until December 2021.</li> </ul>	
9.	<b>AORB</b>	<p>UB reported that Leicestershire had a county record application from a swimmer competing at the International Swimming Event. Unfortunately the record could not be ratified as it did not meet the county's conditions.</p> <p><i>Action – FC to review regional record conditions.</i></p> <p><i>Action – FC to send final points to JH on Regional Agreement.</i></p>	
10.	<b>Confirmation of date of next meeting</b>	Saturday 13 <sup>th</sup> March 2021, 9.30 am	

f

Minutes prepared by	Date
Grace Grove	26/01/2021

