



# Swim England Hertfordshire

(County Association of Swim England East Region)

## Minutes of the meeting of the Management Board

20<sup>th</sup> January 2022 – online, via Zoom

Present:

Board members:

Mr Andy Chapman (AC)	
Mr Gareth Harper (GH)	
Mrs Jackie Harvey (JH)	
Miss Louise Hughes (LH)	
Mr Ian Mackenzie (IM)	
Mrs Sheila Mackenzie (SM)	Secretary
Mr Jonathan Pope (JP)	
Mrs Nicola Rix (NR)	
Mr Jonn Sandon (JS)	
Mr Bryan Thompson (BT)	Chairman

**22/01 Welcome**

22/01.1 The Chairman, Bryan Thompson, welcomed everyone.

**22/02 Apologies**

22/02.1 Apologies were received from the Finance Officer, Simon Lever

**22/03 Declaration of conflict of interest**

22/03.1 No conflict of interest was declared at this point.

**22/04 Minutes of the meeting on 14<sup>th</sup> October 2021**

22/04.1 The minutes were accepted as a true record.

**22/05 Matters arising from the minutes**

22/05.1 Actions are completed, or an agenda item, or as shown below.

22/05.2 Minute 21/62.4 Wilkinson Sword keepers - *still to be purchased – acrylic block maybe*

**BT/IM**

22/05.3 Minute 21/62.5 Wilkinson Sword keepers – *still to be presented*

22/05.4 Minute 21/62.7 Marketing officer: College to be approached regarding possible students – *not to be pursued because of concerns about consistency and retention*

22/05.5 Minute 21/54.4 Marketing officer: GH suggested that a job description could be sourced from a Watford SC member who is in marketing - *ongoing*

**GH/IM**

22/05.6 Minute 21/72.1 Regional Disability Meet *The proposed delivery of joint regional disability meets will now not take place, but Swim England East Region and Swim England London Region currently propose to run their own competitions, one in March and one in October.*

**22/06 Ratification of items agreed, via email, since the last Board meeting**

22/06.1 County colours for water polo players: The agreement was ratified for the awarding of half colours to athletes who played in regional teams in the Inter-Regional Competition.

22/06.2 Updated Regulations: The agreement to the updates in the Regulations was ratified.



**22/07 Correspondence**

22/07.1 The Swim England Annual Return for the county has been received and will be completed and returned.

22/07.2 There has been confirmation that Hertfordshire Aquatics Club has completed Stronger Affiliation. A certificate has been received.

22/07.3 A reminder has been received that the membership return for Hertfordshire Aquatics Club needs to be submitted by 28<sup>th</sup> February 2022. **AC**

22/07.4 Advice has been sent to referees in the county regarding the wearing of a new Fina approved two-piece swimsuit.

22/07.5 SM has received electronic communication of Swim England member news and the Swim England East Region's newsletter, which are also sent to the county's Swim England members and the county's clubs respectively.

22/07.6 22/07.6.1 BT had received email correspondence from the Swim England Talent Team regarding a land training course for a coach in the county. If the county did not nominate a coach, then a coach would be selected by the Talent Team. A response was required immediately. BT therefore nominated a coach. They had been contacted by Swim England and told to apply to the county and the region for funding. There was no indication to BT that there was a cost implication for the county.

22/07.6.2 There was concern about the way this had been rolled out at very short notice and that the course had already started, giving the coach too short a window to agree to be part of the course and to find any funding. There was also the question of costs for travelling and accommodation.

22/07.6.3 Of further concern was that, although a nominated coach personally would derive benefit from obtaining this formal qualification, this could be a considerable financial cost to them if there was no county or regional funding. IM said that the region would not provide funding, and there was considerable discussion about whether funding by the county or even the club would be appropriate.

22/07.6.4 Benefit could be derived by the county from the upskilling of this coach who could be used to deliver land training for the county athletes, and the club could also derive benefit. However the funding of a personal qualification by the county and/or the current club would potentially create a precedent for any coaches wishing to take this course in the future.

22/07.6.5 BT will contact the Talent Team. **BT**

**22/08 Finance**

22/08.1 A report had been received, giving a summary of bank balances as at 31.12.21.

22/08.2 In the absence of the Finance Officer, IM gave a general overview.

**22/09 Management Board Advisory Group (MBAG)**

22/09.1 The minutes of the meeting on 5.1.22 were received and noted.

22/09.2 IM clarified some items, including matters related to diving, as below.

22/09.2.1 Having spoken to coaches of both the county's diving clubs about the acute shortage of coaches, IM said that it was evident that the provision of a county coach to facilitate the management of coaching at both clubs would not solve their problems, What was needed was on-the-ground coaching support on a day-to-day basis.

22/09.2.2 Chris White (Dacorum Diving Club) was negotiating with Everyone Active with the view to the pool provider running the club, with Chris being a volunteer coach working in support of a paid coach.

22/09.2.3 Both facilities were operational, but there were issues regarding having enough coaching staff for existing members, and it was not possible to take on any new members because of the lack of



coaching staff.

22/09.2.4 To help the clubs, it was proposed that the county provided funding for two coaches per club to attend assistant diving coach courses. The clubs would need to identify the candidates and obtain their agreement to stay on coaching at the club for a specific length of time after they qualify. This was agreed

IM/SL

**22/10 President**

22/10.1 Following consent from the people concerned, it was agreed that the recommendation from the Management Board to the Swim England Hertfordshire Annual Council Meeting will be for Bryan Thompson to become President for 2022-2023 and Jane O'Brien to be President Elect for 2022-2023.

**22/11 Annual Council Meeting**

22/11.1 The Swim England Hertfordshire Annual Council Meeting will take place on 21<sup>st</sup> March 2022, via Zoom. Initial notification of this meeting will be published on the website and sent out to clubs and past presidents shortly.

SM

Also available on the website and sent out to clubs and past presidents will be nomination forms for the posts due for election this year and nomination forms for vacancies on the Management Board and vacancies for post holders.

**22/12 Members of the Members' Forum**

22/12.1 Members of the Members' Forum of Swim England East Region for 2022-2023 will need to be appointed at the Swim England Hertfordshire Annual Council Meeting.

22/12.2 As previously agreed, these Members will be nominated by the Management Board and appointed by the Annual Council Meeting.

22/12.3 It was agreed that the current Members will be recommended for reappointment at the Annual Council Meeting.

22/12.4 SM advised that Members of the Members' Forum will be contacted soon by the region with regard to a possible change in the number of Directors of Swim England East Region.

**22/13 Regulations**

22/13.1 The updated Regulations are now on the website.

**22/14 Minutes of committees**

22/14.1 Artistic swimming committee: 4.11.21 Minutes received and noted

22/14.1.1 SM advised that the numbering of the minutes during 2021 was an issue, and that this would be corrected before publication on the website.

SM

22/14.1.2 It was noted that there was a recommendation for the awarding of full county colours to Maxwell Sewell, and Kiarra Janikova. Both swimmers have been selected for the British Swimming Artistic Swimming Development Squad. Max also competed with the GB squad in Croatia at the European Artistic Swimming Championships, and won GB's first-ever International medal (Bronze) for an Artistic Swimming Duet.

Members of the Management Board were very pleased to hear of the inclusion of two athletes in the British Swimming development squad, and they also congratulated Max on his great achievement in the European Artistic Swimming Championships.

22/14.2 Club Development Group (CDG): 11.10.21 Minutes received and noted

Minute 21/20.2 – it was noted that from January 2022, Stronger Affiliation will be renamed Affiliation



22/14.3 Disability committees: 13.4.21: Minutes still not received.

22/14.4 Diving committee: Committee suspended

IM reported that county diving trophies are still to be returned from Dacorum Diving Club athletes.

IM

22/14.5 Swimming committee: No meetings or outstanding minutes

22/14.6 Water polo: No committee

IM reported on positive developments for water polo, there being nationally a concentration on the development of under-11 and under-13 age-groups. Three Hertfordshire Schools have won awards to introduce water polo, and there are athletes at Hitchin and Letchworth clubs involved in the discipline, as well as those at Watford Water Polo Club.

There has also been an expression of interest from someone regarding being a member of a water polo committee, and IM is hoping to build on this interest..

IM

## 22/15 County colours

22/15.1 IM presented a paper on the criteria for awarding county colours to water polo players. The criteria were accepted.

22/15.2 A policy document was received on the awarding of county colours in each of the disciplines. The content of the document was noted and the criteria agreed.

22/15.3 IM had recommended to the Management Board that half colours were awarded to water polo players who are Swim England fee-paying members of a Hertfordshire club, and who had been part of regional teams in the U16 Inter-Regional Competitions. The recommendation had been accepted..

22/15.4 Full county colours were agreed for Louise Fiddes and Grace Harvey – both of whom competed at the Tokyo Paralympic Games. Full colours were also agreed for Elinah Philips who competed at the Tokyo Olympic Games.

22/15.5 Full colours were also agreed for Maxwell Sewell and Kiarra Janikova as in minute 21/14.1.2 above.

22/15.6 Wilkinson Sword: The recommendation to the Annual Council Meeting was agreed.

This award will be formally announced at the Annual Council Meeting on 21<sup>st</sup> March 2022.

## 22/16 Hertfordshire Aquatics

22/16.1 The positive, regular, weekly meetings continue for the steering group.

22/16.2 The price for the build has been established by the architects, and the revenue streams investigated.

22/16.3 The new Principal at Oaklands College is looking carefully at the value of the facility to the college and its students.

22/16.4 There is to be a meeting with the college's Finance Manager in early February, to try to consider the financial arrangements/partnership possibilities between the college and Hertfordshire Aquatics.

22/16.5 A contact at British Swimming has been very interested to hear of the whole concept of the project and its good progress so far.

22/16.6 It is hoped to get the project into the planning permission stage mid-way through 2022.

22/16.7 The required meeting of Hertfordshire Aquatics Club took place at the Management Board Advisory Group meeting on 5<sup>th</sup> January 2022.



22/16.8 Swim England membership renewals for Hertfordshire Aquatics Club will be completed by the required date in February. **AC**

**22/17 Swim England East Region**

22/17.1 The meetings of the Board of Directors take place monthly.

22/17/2 The monthly newsletter continues to be sent to clubs by Swim England East Region.

22/17.3 SM attended the Regional Operations Committee (ROC) on 7<sup>th</sup> December 2021.

21/17.3.1 The committee was advised that, having completed the banking arrangements for the finances of the company, the old organisation is now formally closed.

21/17.3.2 Plans and budgets for the disciplines were viewed..

21/17.3.3 A Risk Management document for the region was considered.

21/17.3.4 A review is being conducted regarding the design and criteria for the regional pin for long service to the region.

21/17.3.5 There was consideration of a possible set-up of a Youth Advisory Panel for the region, mirroring the national panel.

21/17.3.6 It is hoped that a newsletter will be provided to the Members of the Members' Forum to keep them updated on regional matters.

21/71.3 Athletes from Hertfordshire clubs competed at regional and national events as follows:--

- Swim England National Masters Championships at Ponds Forge, Sheffield in October 2021
- Swim England East Region Winter Short-Course Championships at Luton in November 2021
- Swim England Inter-Regional Water Polo Competition at Walsall in November 2021
- Swim England Winter Championships at Ponds Forge, Sheffield in December 2021
- Swim England Water Polo National Age-Groups at Ponds Forge, Sheffield in December 2021.

**22/18 Any other business**

22/18.1 JS raised the issue of the maintenance of the county's electronic timing pads, and the income generated by their hire. The cost of hire had to be realistic in order to cover the maintenance costs.

At present the income stream does not cover the maintenance in a normal year, and the lack of use over the past couple of years has increased the problem.

Parts were not a problem to obtain, and repairs could be done.

The matter needs to be addressed by the Swimming Committee. **Sw. Ctte.**

22/18.2 GH advised of the requirement for attendance at two practical days in Loughborough for the course being taken by a coach nominated by the county. There could therefore be travelling costs and possible overnight costs.

**22/19 Next meeting**

22/19.1 The next meeting of the Swim England Hertfordshire Management Board will be on 24<sup>th</sup> March 2022 at 8pm, via Zoom.

Minutes subject to approval at the next Management Board meeting

