

Swim England Sport Governing Board

Minutes of the meeting held on 22nd – 23rd September 2017
SportPark, Loughborough

Subject to approval at the next meeting

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| Present: | Chris Bostock Kay Grimshaw Ian Mackenzie Anne Clark Bernard Simkins Brian Boyle Anne Reah Robert Margetts Roger Prior Barry Saunders Pippa Jones Jane Nickerson | Chairman London Region East Region East Midlands Region West Midlands Region North West Region (Sub) North East Region (Sub) South West Region South East Region Sport Specialist (Friday Only) Sport Specialist Chief Executive Officer |
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| Non-Voting: | Richard Whitehead | Vice President |
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| Staff: | Richard Barnes Brian Havill Emma Griffin George Wood Ali Sibcy-Allen Sian Breen | Director of Legal (Friday only) Chief Financial Officer (Friday Only) Operations Director Sports Development Director Senior Administration Officer Senior Administration Officer |
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| By Invitation: | Mike Farrar | Group Board Chairman |
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Min No:

1. **Welcome and Introductions**

1.1 The Chairman welcomed everyone to the meeting.

2. **Apologies**

- Neil Booth
- Ray Gordon

3. **Declarations of Interest**

- Ian Mackenzie – National Swimming League

4. **Director of Legal Update**

4.1 The Board noted the potential implications on sport as a result of the General Data Protection Regulations (GDPR). It was highlighted that Swim England is part of a small group of sports making submissions through external advisors

to DCMS directly. The Director of Legal will keep the Board updated on progress

Timescales for updating policies and procedures were discussed and it was agreed an updated guidance note would be provided for clubs, counties and Regions. An internal audit will also be carried out by our auditors.

4.2 Following FINA changing the name of Synchronised Swimming to Artistic Swimming it was noted British Swimming will be proposing a similar change in their Memorandum and Articles of Association at their AGM in November 2017. If this is approved Swim England will follow suit in 2018.

4.3 An update on ASA Friends was provided with further information being given, in particular on working more closely with the Club Development Officers.

5. **Finance**

5.1 The accounts to July were presented, with an acknowledgement that the IoS income is currently above that budgeted while Awards income is lower, though remains comparable with the previous year. Recognition was given to the delay in receiving Sport England funding having a knock on effect on project start dates and that a half-year reforecast for the remainder of the year will be completed in October / November.

A discussion around 2018-19 budgets was held it was noted that the budget would be presented to the SGB on 16th March 2018 and the Group Board on 27th March 2018.

5.2 A discussion was held relating to incorporation, with timescales for Regions to advise their members of the Members' Forum and the length of time required for Regions to nominate individuals as Member Nominated Directors of the Board of the new incorporated company considered.

It was agreed that if incorporation was approved at Council, Regions would advise their members of the Members' Forum in the week beginning 16th October 2017. A request for nominations for the Member Nominated Directors of the Board of the new incorporated company would be emailed to Regional Chairmen on Monday 16th October 2017, with nominations to close at 12 noon, 17th November 2017.

6. **Chief Executive Officer Update**

6.1 The report was presented with additional information provided on the following:

- All-Party Parliamentary Group for Swimming: AGM held, Officers appointed and sufficient members in place to form the Group. Swim England providing the secretariat which enable us to help drive the agenda. Initial focus will be on supporting the Swim Group regarding the Curriculum Swimming review.
- Commonwealth Games 2022: Birmingham has been appointed as the candidate city from England and is now awaiting approval from the Government to go forward to the next stage. It is highly likely diving will be included in the list of sports.
- Sport England Outcomes and Targets: Following the request to provide more robust Equality and Diversity figures, targets will be identified for April 2018 onwards to be added to the implementation plans. Further

information has also been requested on the wider influencing work which affects Mass Markets. GLL Training Tender: First stage bid was successful and we have been invited to present during the second stage.

- London Aquatic Centre: A new programme is in place with Newham UEL Swimming Club. A majority of clubs in the area are now supporting the scheme.

6.2 Swim England Dashboard: The dashboard for Quarter 1 was presented and it was noted that of the 49 measures only four are currently red (more than 10% off target), with one having already been rectified and remedial action for the remaining three identified. It was confirmed that if any items were significantly off target these would be highlighted to the Board between meetings.

7. **Feedback from Regional AGM's**

7.1 It was confirmed all Regional AGM's had been held with no major issues around incorporation or Swim England's direction of travel.

8. **Actions arising from the minutes of the meeting held 7th / 8th July**

8.1 Min 6.1 – Club Development: Club Management Group Terms of Reference: revised and with the SGB Chairman for sign off and circulation.

8.2 Min 15.3 – Bequest: Consideration to be given regarding the use of this as it is other solutions are under review for pool building.

8.3 AOB – Water Polo: Meeting held with the management group, looking to do annually. Noted that recent results were better than anticipated and some of the players' universities had provided financial support. Look into requesting letters of congratulations from the Swim England Patron.

9. **Minutes of the Meeting held 7th / 8th July**

9.1 The minutes were agreed as a correct record.

10. **British Swimming Board Minutes 1st September 2017**

10.1 The minutes were unavailable.

11. **Group Board Minutes 18th July 2017**

11.1 The minutes were noted.

12. **Council**

12.1 The winners of the Harold Fern and A. H. Turner Awards were voted to be Ian Mackenzie and John Bird respectively.

13. **Management of the Sport Post-Incorporation**

13.1 A discussion took place to consider the role of the SGB should incorporation be confirmed at Council. It was determined that the SGB would continue to operate until agreed otherwise by the Board of the new incorporated company.

13.2 The agenda for the Strategy Weekend was presented with a request to add Strategic Partnerships. Following the meeting of the Regional Chairmen, the potential to host the sessions via Webex, or an alternative streaming process, is being investigated.

14. **Decisions made by email between meetings**

14.1 None

15. **Any Other Business**

15.1 British Swimming Board Representative: It was agreed by the nominations committee that Ray Gordon would be proposed to Council as the representative.

15.2 Requests for league fees and direct affiliate membership income to be reviewed were tabled, papers to be submitted to the Board to support the reasoning.

15.3 The effectiveness of the current open meet licensing system was discussed, with positive and negative elements recognised. It was determined that the Swimming Management Group are to be instructed to look at developing a calendar to help ensure a spread of events, both geographically and based on dates/format, and report back to the Board

15.4 Anne Clark advised the Board that it was her last meeting as a Board member. The Board thanked Anne for her valuable contribution

16. **Date of Next Meeting**

16.1 The next meeting will be the Strategy Weekend, held 17th – 19th November at SportPark.