

Swim England Sport Governing Board

Minutes of the meeting held on 17th November 2017
SportPark, Loughborough

Subject to approval at the next meeting

Present: Chris Bostock Chairman
Kay Grimshaw London Region
Ian Mackenzie East Region
Brian Collis East Midlands Region
Bernard Simkins West Midlands Region
Neil Booth North West Region
Ray Gordon North East Region
Robert Margetts South West Region
Roger Prior South East Region
Barry Saunders Sport Specialist
Jane Nickerson Chief Executive Officer

Non-Voting: Liz Sykes Vice President

Staff: Brian Havill Chief Financial Officer
George Wood Sports Development Director
Ali Sibcy-Allen Senior Administration Officer
Sian Breen Senior Administration Officer

By Invitation: Andy Gray Judicial Commissioner

Min No:

1. **Welcome and Introductions**
 - 1.1 The Chairman welcomed everyone to the meeting.
2. **Apologies**
 - Pippa Jones
 - Richard Whitehead
 - Mike Farrar
 - Emma Griffin
 - Richard Barnes
3. **Declarations of Interest**
 - Ian Mackenzie – National Swimming League

4. **Director of Legal Report**

Further information was provided on the GDPR, and confirmation was given by the CEO that guidance will be sent to clubs, counties and regions in due course. Information was provided on the audit that will be completed in the new year by haysmacintyre to ensure the organisation has best practice controls in place in preparation for GDPR compliance. It is believed the organisation is currently in a good position.

4.1 The Judicial Commissioner's report was presented. Andy Gray highlighted that the number of complaints received was comparable with the previous year, with the number of rejected complaints increasing. It was noted that the number of complaints provided to the meeting do not include other issues submitted to the Judicial Office or safeguarding complaints.

A discussion on whistleblowing followed, including the policy and processes in place.

In conclusion Andy Gray noted that 2018 would be his last year as Judicial Commissioner.

5. **CEO Report**

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

- Curriculum Swimming and Water Safety Report: Meetings have been held with three of the recommendations being implemented.
- All-Party Parliamentary Group: The first meeting has been held focussing on curriculum swimming and facilities.
- KPI Dashboard: The September dashboard was presented with it being noted that four measures are currently red with details given for the reasons. A request for confirmation on how much the IoS have refunded for poor courses was raised.
- British Swimming: An agreement has been reached regarding the Swim England contribution.
- Shared Services: Looking at alternative offers.

6. **Incorporation**

6.1 An update was given to confirm the incorporated company had attained charity status. Further advice was provided on the timescales for the recruitment of the Chair of the Board for the new incorporated charity. It was noted that in early 2018 there would be the need to hold a meeting of the first term members of the new Board to identify the skills needed from the two specialist directors, and the process for appointing those directors.

Details were provided on membership income being processed in the new company name and Awards income transferring to Business Enterprises as a result of attaining charity status

7. **Finance**

7.1 The accounts were taken as read.

8. **Low Level Competitions**

8.1 The amendments to the Swimming, Diving and Synchronised Swimming were accepted, with the Open Water document being referred back to the Swimming Management Group.

It was recommended the Swimming Management Group again reviewed the content of the Masters document to confirm amendments were not required.

9. **SMG Request for removal of the ASA Technical Rule of Racing 504**

The request was accepted and will take effect from 1st January 2018.

10. **Actions arising from the minutes of the meeting held 22nd /23rd September 2017**

10.1 Min 15.2 – League Fees: Paper to be submitted in January.

11. **Minutes of the Meeting held 22nd / 23rd September 2017**

11.1 The minutes were agreed as a correct record.

12. **British Swimming Board Minutes 1st / 2nd September 2017**

12.1 The minutes were noted.

13. **Group Board Minutes 5th September 2017**

13.1 The minutes were noted.

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

14.1 None.

15. **Any Other Business**

15.1 British Swimming are only doing a small print run of their Annual Report, Board confirmation was requested to confirm they are happy for these to be sent to the Regions electronically. This was approved.

15.2 It was noted that the Swimming Times editor was leaving his role and it was proposed that a letter of thanks should be sent from the Board to thank him for his efforts, signed by the Chairman.

Further details of the changes to the Swimming Times moving forwards were requested.

15.3 The CMG TORs were discussed and accepted with the proviso that point 3 under the specific responsibilities was removed.

16. **Date of Next Meeting**

16.1 The next meeting will be 19th – 20th January at SportPark.