

# Leadership Group

Minutes of the meeting held Thursday 24 October 2019 held via video conference call

## Minutes subject to approval at the next meeting

<b>Present:</b>	Lottie Thompson	Chairperson
	Pippa Jones	Sport Operations Committee Representative (PJ) (To item 4)
	Sarah Barrow	Diving Development Officer (SB)
	Suzie Collins	Talent Development Officer (SC)
	Collette Calvert	Volunteering Lead (CC)
	Tracey Carecci	Administrator (TC)
<b>Apologies:</b>	Nikki Smith	Coaching Lead (NS)
	Gail Harrison	Competition Planning Lead (GH)

### Min No:

#### 1. Welcome and apologies

- 1.1 Members were welcomed to the meeting.
- 1.2 Apologies were received from Gail Harrison and Nikki Smith.

#### 2. Notes from telephone conference held on 13th June 2019.

- 2.1 The notes of the meeting were approved for signature as an accurate record of that meeting.

#### 2.2 Updates from the actions are as follows:-

- 2.2 A letter has been sent to Lindsey Fraser requesting her support as a Specialist Advisor to the Group.
- 4.2 Approval has been given by Kim White (British Diving) for the judges' pathway to include information regarding LEN/FINA judge qualification.
- 4.3 Officials pathway – although the officials pathway is complete the version for the website needs to be updated, this will be completed by SB and LT via Claire Coleman. A centralised bank of J1 presenters and judges that are willing to travel to be put together so that training of officials can be done throughout the regions.
- 8.1 Item on agenda.
- 8.2 TC to check with Ian Macleod if ok to share his Regional report template with Regional Diving Managers for future meetings.
- 8.3 National Skills – confirmed as 18/19<sup>th</sup> July in Corby.
- 9.1 Item on agenda.

#### 3. Role of Committee Members and Terms of Reference

- 3.1 The terms of reference has been accepted by the members of the group.

#### 3.2 The roles are confirmed as follows:-

- Coaching lead – Nikki Smith
- Competition Planning lead – Gail Harrison
- Volunteering lead – Collette Calvert
- Technical Officials lead – vacant, authority to recruit has been completed and will be out for advert very soon.

The Committee discussed whether there was a requirement for a Communications lead to form part of the membership of the group. It was agreed that TC would share the role description prepared by Swim England, following which the Group would decide at the next meeting whether this role was required.

**4. NDO Implementation Plan 2020**

4.1 SB explained her plan to the group, and subject to minor changes it was approved by the group.

*PJ left the meeting.*

**5. Diving Leadership Group Implementation Plan 2020**

5.1 The implementation plan put together by LT was explained and subject to minor changes it was accepted by the group.

**6. George Hearn Trophy**

6.1 It was decided that steer would come from British Diving with regards to nominations, SC to share with the group and nominations would be agreed by Tuesday 29<sup>th</sup> October 2019 via email.

**7. SE Handbook**

7.1 The email received from Richard Barnes (Swim England, Legal department) was noted by the group and it was emphasised that the Swim England Handbook is a legally binding document which contains the rules of Diving. The group reviewed the updated sections of the Swim England Handbook and it noted that LT was seeking further clarification from Richard and provide the group with updates when possible.

**8. AOB**

8.1 NAGS Eligibility 2019 – The group acknowledged that the eligibility criteria for National Age Groups 2019 was absent from the event entry pack. LT would ensure process was in place for the group to approve all entry packs going forward in order to affirm they contain the required information.

8.2 Scottish Nationals 2019 - It was agreed that clarification regarding the impact of competing at Scottish Nationals & Open Diving Championships 2019 on the eligibility of divers to compete at Swim England National Age Groups was required. Accordingly, LT would prepare a statement, to be approved by the group and circulated to the diving community. It was decided that the group would meet during National Cup to discuss conditions/eligibility. Meeting to include Scottish Swimming, British Swimming Events and Swim England Leadership group. Once confirmed, the Swim England event conditions would be published on the website for clarity.

8.3 British Swimming Elite Entry Pack - The group discussed the inclusion of Swim England event eligibility in the 2019 British Swimming Junior Elites event entry pack. It was agreed that these were old conditions, unapproved by the group. LT would liaise with relevant British Swimming staff regarding this to avoid confusion going forward.

8.4 2020 Dates for meetings – Group to send dates to TC when definitely not available and dates of events by 15<sup>th</sup> November. TC to set dates and send out calendar invitations.

8.5 Letters of thanks had been sent to Ann Barker and Derek Beaumont for their time and contributions to the group.

8.6 Officials' Licensing – this is in early stages of being produced, SB to update the group of the progress at each meeting.