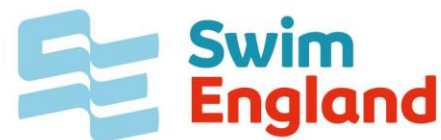


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Equality Impact Assessed	00.00.00



Confidential Minutes Policy

SE1004

Swim England's Mission is to lead and serve our aquatics community. As part of that leadership role, we recognise the importance of good governance and setting appropriate levels of transparency, accountability and integrity, informed by the Code for Sports Governance.

This policy helps to inform how we seek to balance transparency and accountability in how we publicise minutes of meetings with a recognition that the Board, and Committees, of Swim England and its associated organisations will often be discussing sensitive and / or confidential information.

In all cases, full minutes of meetings will be retained by Swim England.

A redacted version of minutes from meetings of the Board, AGM, and such of the Committees as the Board determines from time to time, will be made available on Swim England's website.

Minutes may be published in redacted form where this is necessary to protect confidentiality, sensitivity, and / or candid debate. Any redactions must be limited to the extent that they are necessary, reasonable, and justifiable.

We do not anticipate it will be appropriate to publicise minutes from meetings of the Audit, Risk and Governance, Nominations, and People Committees due to the nature of matters discussed at those meetings.