



**Swim England East Region**  
**Minutes of the Open Water Swimming Leadership Group Meeting**  
**16<sup>th</sup> May 2023**

<b>Present</b>	Paul Kendall (PK)	Chairman
	Stewart Murray (SM)	ROC Representative
	Angela Equakhide (AE)	Essex Representative
	Jacqui Kendall (JK)	Norfolk Representative
	Sara Mathews (SM)	Hertfordshire Representative

Also present Emma Winter Regional Administrator (EW).

**23/19**                      **Apologies**

- 23/19.1      PK welcomed the Group to the meeting and thanked them for coming.
- 23/19.2      Apologies received from SW and MW. No apologies received from Bedfordshire, Cambridgeshire or Suffolk

**23/20**                      **Declarations of conflict of interest**

- 23/20.1      There were none.

**23/21**                      **Previous minutes**

- 23/21.1      Minutes from the meeting held on the 21<sup>st</sup> March 2023 were circulated prior to the meeting and were agreed.

**23/22**                      **Matters arising**

- 23/22.1      The only matter arising is the Martins Law which has not been made law and is with Swim England and awaiting feedback.

**23/23**                      **Open Water Championships 2023 - update**

- 23/23.1      PK gave an update that the Regional staff have been working on the entry system. Conditions will be put onto the website on Monday 22<sup>nd</sup> May and to be circulated to the Leadership Group and Counties.
- 23/23.2      PK informed the Group that he has not had as much support from the support canoe safety as previous years and has been in contact with JD to see if there was a possibility of going with a commercial company.

23/23.3 Going with a commercial company would increase the cost as they charge per hour not per day.

#### **23/24 Chip Timing Feedback**

23/24.1 PK informed the Group that he has had a meeting with the race timing solutions and sent them a spreadsheet of what he is looking for from them.

23/24.2 PK shared his screen of how the results will be provided by race timing solutions as a spreadsheet, which can be categorised into category and filter out into age groups.

23/24.3 SM asked if you were able to filter by county which it doesn't. Is there a way which race timing solutions can export their spreadsheet to excel so that it can then be filtered in county and age group.

**Action: PK to check with race timing solutions to see if it can be exported into excel.**

#### **23/25 On line entries**

23/25.1 PK confirmed that the entries will be done through using the Chris Bostock system which is similar to the pool entry system.

23/25.2 EW confirmed that the entries will open on Monday 22<sup>nd</sup> May and that there will be two entry systems. One for Swim England club compete members which will be the Chris Bostock system and another form for athletes who do not have a Swim England membership and will need a temporary membership.

23/25.3 If an athlete who has a club train Swim England memberships and wants to compete in the Open Water Championships they will need to upgrade their membership to club compete, they will not be able to have a temporary membership.

#### **23/26 Online Officials and Volunteer sign up**

23/26.1 PK confirmed that this year the officials and volunteers will sign up via swim meet system.

23/26.2 PK confirmed that he has 30 officials signed up so far.

23/26.3 SM asked if swim meet has made it easier to gain officials, PK confirmed that it easier for him to manager.

23/26.4 PK informed the Group that he has had great support from Helen Stephens who is going to act as a volunteers co-ordinator for the event.

23/26.5 Volunteers who wish to register their interest can via the online sign up, there are 4 working opportunity windows so they do not have to sign up for the whole day.

23/26.6 JK confirmed that she has had confirmation from the announcer that hi will be attending again this year.

**23/27 Open Water Development Camp**

- 23/27.1 PK informed the Group that he will invite officials who have started their training to come along to the lake day to gain experience.
- 23/27.2 EW confirmed that the athlete selection has been made and that JD will be emailing the selected athletes and inviting them to attend the lake day and race simulation.
- 23/27.3 EW confirmed that we have two coaches signed up so far for the day, Chris Greenhalgh from City of Cambridge who will lead and Kirsty Kett from City of Peterborough. There is a link on the website for additional coaches and Team Managers to sign up.

**23/28 Finance**

- 23/28.1 Everything is on track regarding the finance, just need confirmation of extra funding for the water safety.

**23/29 Next Steps**

- 23/29.1 To get the entries opened and the links for officials and volunteers sign up onto the website.
- 23/29.2 This year volunteers are being asked to bring their own water bottles and PK asked EW about using the Region's water cooler.

**23/30 Any other business**

- 23/30.1 JK asked can we send invitations to the County Presidents and the Region's President to attend the Open Water Championships.
- 23/30.2 Can an invite also be sent to David Robinson's wife & family inviting them to the event as they have supported the Open Water Championships for many years.
- 23/30.3 PK informed the Group that SW has conducted all the relevant traffic management liaison and it is all covered.

**23/31 Confidential items**

- 23/31.1 There were none.

**23/32 Next meeting**

- 23/32.1 The next meeting to be arranged by PK.