

Board Meeting

Tuesday 11th July 2023

7.30-9.00pm

Swim England
East Region

In Attendance: Ian Cotton, IC (*Regional Chair*), Keith Belton, KB (*Regional Finance Manager/Director*), Ian Mackenzie, IM (*Director*), Helen Stephens, HS (*Director*),

Also in attendance: Josh Devine, JD (*Regional Manager*)

REF	AGENDA ITEMS
23/75	<p>Apologies and Introductions:</p> <p>Apologies had been received from Yvonne Stead due to work commitments.</p>
23/76	<p>Declarations of conflicts of interest:</p> <p>No declarations of interest</p>
23/77	<p>Minutes: To approve the minutes of the meetings held on 21st June 2023</p> <p>Minor amendments were made to the minutes from previous meeting.</p>
23/78	<p>Matters Arising:</p> <p>The matters arising were reviewed and updated. Several items remain outstanding and will be picked up prior to the next meeting.</p>
23/79	<p>Finance:</p> <p>23/79/01 – it was noted that swimming budget was looking high as pool hire from Luton had only been recently received that related to previous financial year.</p> <p>23/79.02 – the budgets are looking healthy at the half year point.</p> <p>23/79.03 – There were several minor queries about the accounts –</p> <ul style="list-style-type: none">23/79.03.1 - Disability budget income is from training camps.23/79.03.2 - Open Water budget does not yet to account for championship expenses.23/79.03.3 - Water Polo budget looks out of sync with what was budgeted and what delivery has taken place. JD to follow up with EW re WP activity and budget. KB did mention that Water Polo often difficult to complications with the calendar both nationally and regionally historically. It is certainly an area where we can look to improve going into next season. <p>23/79.04 – a budget variation had been received from Artistic Swimming. KB informed the meeting that the discipline lacks the correct age of swimmers with the required grades to be able to facilitate regional training events, and so they have looked to vary the budget to enable more flexibility with their training and development offering. Approved by the directors.</p>
23/80	<p>Safeguarding and Welfare:</p> <p>23/80.01 – IC reported that there had been limited response from London to date for potential shared role. IM raised concern from County Forum that Angela (Essex and London Board) was not aware of potential joint working between the East and London on this topic. IC to follow up with London.</p> <p>23/80.02 – JD will look at additional option of part time role if a joint WO is not viable with London.</p>
23/81	<p>Regional Strategy:</p> <p>IC provided brief update the directors on the limited progress to date due to ongoing discussions with other Regional Chairs.</p>

23/82	<p>Regional Manager Update:</p> <p>23/82.01 – JD gave a brief update on staff work in the last month and ongoing development.</p> <p>23/82.02 – KB asked JD to investigate the number of staff hours provided to the OW championships. JD to action.</p> <p>23/82.03 – a request from EW was received for an additional Chip Timing/Results individual to be there next year to ensure we can start events and produce the result in a more timely manner. This suggestion will be passed to the Open Water Leadership Group.</p>
23/83	<p>Risk Register:</p> <p>No changes this month.</p>
23/84	<p>Next Board Meeting:</p> <p>The next Board Meeting to be held on 8th August 2023.</p>
23/85	<p>Any Other Urgent Business:</p> <p>23/85.01 – IC had circulated proposed amendments to current Talented Athlete Bursary scheme. Several queries were raised including increasing the cap for those competing on international stage to £500, where World Student Games sit within the competition framework, remove maximum age, and ensure that we are not providing funding to athletes who are already being provided funded by other means such as bursaries or athlete performance awards. IC will check out these queries and circulate final version via email.</p> <p>23/85.02 – IM asked if the changes could be retrospective to ensure that recent athletes who have applied and received awards can receive the increased amounts.</p> <p>23/85.03 – One application for bursary had been received today which was approved.</p>