

Swim England East Region
Minutes of the Swimming Committee
21st March 2018

Present	Mr Tom Baster (TB)	Swimming Manager
	Mr Marcello Tontodonati (MT)	Hertfordshire Representative
	Mr Ian Knight (IK)	Cambridgeshire Representative (substitute)
	Mrs Elaine Bowen (EB)	Norfolk Representative
	Mrs Gerry Metcalf (GM)	Bedfordshire Representative
	Mr Simon Gee (SG)	Regional Licensing Officer
	Mrs Sue Purchase (SP)	Suffolk Representative
	Mr Chris Felce (CF)	Specialist
	Mr David Metcalf (DM)	Swimming Officials Group Representative

Also present: Mr Kevin Pickard (KP), Regional Swimming Talent Officer

18/01		1. Apologies
	18/01.1	Helen Stephens (HS)
18/02		2. Declarations of conflict of interest
	18/02.1	None.
18/03		3. Previous minutes
	18/03.1	The minutes of the previous meeting were agreed as a true record.
18/04		4. Matters arising
	18/04.1	SG stated that the number of licensing issues had reduced since the last meeting.
	18/04.2	TB shared with the group the issues faced by officials, athletes and coaches attending the British Championships in Edinburgh due to snow. KP updated the group on the results and that three athletes that train in the region have been selected for the European Junior Championships following the event. The European Long Course Championships in August in Glasgow will have the team announced following the Commonwealth Games in April.
18/05		5. Licensing
	18/05.1	Options are being explored for counties to host the reverse 800/1500 in 2019.
	18/05.2	SG raised concerns over third party software generating entry files and these being corrupt or in the incorrect format. For the next club update it was requested that there is a reminder to use the entry file formats requested in the meet conditions (for any given meet).
	18/05/3	SG talked about officials licencing and ensuring promoters are requesting license dates when collating officials to ensure all officials have in date licences.

18/06		6. Swimming Talent Officer Report
	18/06.1	KP gave updates on the following: Facilities booked for regional camps. Regional camp course content decided. Ongoing university projects with Suffolk and Essex University. A parents pack being put together and piloted. Parents talk recorded on Youtube. Preview of the March coach development day (35 attendees). Update on the interview process for the Central Bedfordshire coaching role. 'Off the Blocks' latest content. Pathway recognition project. Club visits. Planning for the regional parent talks.
18/07		7. Coach Forum
	18/07.1	There has been a trialled online platform. This will be rolled out for 50% if not more of the coach forums to ensure costs are kept minimal and attendance is as high as possible.
	18/07.2	Terms of reference for the coach forum are being updated.
18/08		8. The East Swimming Summer Series 2018
	18/08.1	TB outlined the thought process behind the summer series.
	18/08.2	KP then updated the group on this. He is working directly with rankings to ensure the data is collected.
	18/08.3	Once the group have been identified – likely August, they will be invited to some form of development programme the details of which are still TBC.
18/09		9. International Meet – Verbal Update
	18/09.1	The current update is that Greek Nationals are no longer a viable option due to their inability to guarantee entry and we are looking at alternatives. Once meet staff have returned from the commonwealth games there will be a further update.
	18/09.2	The current favoured option is the Scottish International Open. This fulfils all the criteria for what we are trying to achieve as a regional with this group. Further information will be confirmed hopefully before the youth regionals.
18.10		10. Budget 2018-19
	18/10.1	TB outlined the headline projects within the budget. There were no questions.
18.11		11. Regional inter-counties
	18/11.1	TB updated the group on this. The programme has been sent out. The event will be age as of end of year. All preparation thus far is going well.
18.12		12. East Region Winter Championships 2018
	18.12.1	TB updated the group on the criteria for coach's passes, team managers and chaperones. There was also mention of whether security would be required following some issues at the 2017 championships.

18.13		13. East Region Long Course Championships 2018
	18.13.1	Volunteers low currently for the events. GM to chase up county presidents. Targeted requests will be made once entries are confirmed for the reverse 800/1500 at Basildon.
	18.13.2	KP confirmed the van has been booked for both events.
	18.13.3	SG confirmed there is now a new PA system in place at Luton.
18.14		14. Next meeting
	18.14.1	19 th of May during the break at the reverse 800/1500 regionals.
18.15		15. Items from county representatives
	18/15.1	There were no items raised.
18/16		16. AOB
	18/16.1	KP updated the group on the 'pool building' project. A number of clubs are making in-roads to partner up with educational establishments to build their own pools.
	18/16.2	SG – raised a query about the Hertfordshire Coaches Meeting in September. KP explained this was to ensure there are less clashes in the calendar and to encourage clubs to communicate more and work together.
		Meeting closed 9.02pm