

East Diving Leadership Group
(the “EDLG” or “Group”)
Minutes of the Diving Leadership Group held via video conference
28th November 2024 at 7pm

Present	Lottie Thompson (LT)	Diving Manager
	Allan Jaunzens (AJ)	Cambridge Representative
	Lexie Bushell (LB)	Specialist
	Sharyn Bord (SB)	Operations Officer
	Stephanie Lewis (SL)	Southend Representative
	Sarah Gateshill (SG)	Dacorum Representative
	Beth Lee (BL)	Luton Representative
	Ian Rollinson (IR)	Competitions Officer
	Ian Mackenzie (IM)	Director Representative (joined the meeting late)
	Jo Stalley (JSt)	Regional Operations Officer

24/65

Welcome and apologies

- 24/65.1 LT opened the meeting and welcomed everyone.
- 24/65.2 Apologies were received from Ian Mackenzie (IM) who was running late and Alice Clarke (AC). IM joined the meeting at almost 30 minutes in.

24/66

Declarations of conflict of interest

- 24/66.1 None declared

24/67

Previous minutes

- 24/67.1 There are still some track changes in the previous minutes from 10th October that need to be accepted, JSt will action this.
- 24/67.2 SB requested a correction at 24/62.5: the previous minutes stated that she had requested the budget be available for the next meeting, this is incorrect. She had requested that it be added as an agenda item. JSt will make the change.

24/68

Matters arising

- 24/68.1 Action from the previous meeting for IR to contact Jill Robinson about the announcers workshop. This has been actioned, LT has put some suggestions forward about what they would like. They are awaiting a response from Jill to confirm when she would like to do the workshop which is likely to be next year.

24/69

Correspondence

- 24/69.1 The only correspondence concerned the budget. This will be discussed under agenda item 7.

24/70**Club reports**

24/70.1

Cambridge

At the year-end, the club is pleased with results in terms of their finances. They are planning to break even or close to break even for end of year. They planned a small loss due to their apprentice costs. Numbers are going up overall, boosted by interest following the Olympics. There is a waiting list for Learn to Dive and school testing happening in January. They are hoping to be in a financial position to be able to recruit a third permanent coach by the end of next year. They are currently in the growing phase and have good results from competitive events, Learn to Dive is on the increase, admin is settled, there is a steady team, in all AJ said they are happy with the year-end result. The SwimMark assessment is outstanding but as SwimMark is currently under review, the scope has been reduced so they should be able to get this done in the next few weeks. As a club, they are looking forward to 2025.

24/70.2

Luton

There are a few things happening to build up the club to include fundraising activities with a club competition on 21st December. This is part of a plan to introduce the role of volunteering to more people. People will be given the chance to get involved and experience a competition day. BL mentioned that Ian and John have been very helpful in setting that up. They are taking nine divers to Santa Skills in December which she believes is the biggest number of divers they have had enter a competition this year. Jack is working full-time and a wide variety of coaches, they have a few Level 2 coaches who are doing part-time hours but contributing to squad training and some Level 1 coaches who are helping with squads under the supervision of Jack.

LT was pleased to hear about the progress and positive report.

24/70.3

Southend

Things are going really well. They are taking a large number of divers to Santa Skills this year. Their new Talent Identification group competed for the first time at that. They recently ran a schools trial which went well. As a committee they are pushing forward to host their own event, which would be open to other clubs. Shân is in Rio with Todd Geggus at the World Junior Championships, he came 7th overall on 3m. They are recruiting a new Level 1 coach, Connor Lano. They have three Level 1 coaches who are ready for their Level 2, Shân is trying to arrange a course. They are also waiting to hear about SwimMark. LB added they attended Southampton and Peter Waterfield competitions over the last month, SL mentioned they were the first club not from Southampton to win Southampton invitational, she congratulated LB who was part of this with her squad.

LT noted Todd's achievement of coming 4th in the prelim at the World Junior Championships too and the value of his success for the region.

24/70.4

Dacorum

SG gave her apologies for missing the last meeting.

The issue with the bubbles is ongoing. The 3m and 5m boards are out of commission and have been assessed by a structural engineer with the outcome of finding no structural issues, only cosmetic. The sports centre is prohibiting their use, they only have the 1m board available until they hear from them. In the meantime, they are using Amersham and Luton with extra sessions being booked on a Sunday at Luton. While they are managing at the moment, it will become more of an issue in the new year when the competitions increase. They have extended their Learn to Dive programme and have added an extra group to allow more sessions and to relieve some pressure from the waiting list, there is concern of how the lack of boards will affect retention moving forward but it is a wait and see matter at the moment.

They took nine/ten divers to Irish Nationals which was very successful with lots of medals. The team spirit and morale is high despite the challenges with training. They had one coach at the Level 1 coaching course in Cambridge, once she turns 16, she will be able to coach in full capacity.

LT asked SB about the renovations to the steps and platform at Cambridge recently. SB confirmed that this is complete and the steps up to the 3m were also replaced. SB informed that the city council organised for the refurbishment to make it useable. SG may go to SB for advice if needed as the situations are similar and thanked her for her help.

24/70.5 LT concluded that the clubs within the region seem to be doing well despite the challenges and that things are on the up.

24/71

Operations update

24/71.1 SB informed the group that the pool bookings for 2025 have all been signed and they have been invoiced for, most of them, all contracts have been finalised.

24/71.2 2025 Budget

LT shared the budget on the screen with the meeting. SB went through the budget with the group. She mentioned they are asked to divide the budget into the annual events, the championships are required to be self-financing. With the figures presented and based on how well they did in 2024, they should make a good amount of surplus money which will go into development. On the development side of things there is a judges course with three judges attending, an announcers course with five external candidates and two athlete/coach camps.

24/71.3 SB said there is a slight anomaly with what was said in the minutes last time about not wanting to charge a registration fee from the coaches, SB believes this will not make a difference to the overall budget. LT confirmed that was for the Workshop, for the Rigging Course, the coaches have never been charged for the camps, although they still have to sign up to attend.

24/71.4 There are two workshops, the Talent Games has 20 coaches and 15 divers which is good development for both. There is also a Wet Rigging course to follow up on the Dry Rigging course which was recently held.

24/71.5 Capital Expenditure has been added as a claim for reflecting that the events are regional events, i.e., purchasing 'Toblerone's', banners etc.

24/71.6 While the budget does not quite break even, a lot of the expenses are for development which is something the Region is keen to promote.

24/71.7 SB has added the National Skills Finals which will be hosted in 2025 to the budget, based on last year which saw a good profit, there is nothing to suggest that the figures will be much less in 2025. Although it doesn't come within the budget, SB believes it is good to have these figures documented.

24/71.8 LT questioned whether Elites and Skills should be recorded as one event from a timetabling perspective. They are unsure how many people it will attract externally. LT suggests making sure that it is advertised.
Aside from that, LT considered the budget to be well-balanced in terms of the income from the events and the outgoings for development.

- 24/71.9 AJ asked if the budget is showing a loss overall for next year and whether that can be subsidised by any surplus that was made in 2024. SB responded that this is a matter for the Board to decide on. LT responded the expectation is to breakeven but they are making a significant increase from the National Skills Finals, they have been quite self-sufficient generally so she does not see an issue with it and the Region are supportive in terms of development.
- SB raised a question to ask the Board about whether the income from the National Skills Finals is set aside for diving items or does it go into the 'slush' fund, she would like to see diving benefit from it given the amount of hard work involved. LT will raise the question with the Board. She also suggested organising an away camp for divers or similar. IM then joined the meeting; therefore, LT asked the question about the income from the National Skills Final and whether it can be ringfenced for diving for an away camp, tutor training etc., perhaps on an as-and-when basis by application to the Board. IM responded that they need to prepare what they would like and justify it by having that income. Technically any income goes into the whole of the Region and outgoings come out from the whole of the Region and nothing is ringfenced anywhere. Any slush funds have been dispersed. He answered that if they put in a good case, it will be supported.
- 24/71.10 SB mentioned that SL had purchased some shammy towels that need to be paid for but they don't have a code to purchase them against, she has asked SL to put in a claims form. SB asked JSt whether it is possible to add a line to the budget for this year and next for shammy towels, possibly under merchandise, to be able to record this accurately against a code. JSt responded if it is a one-off purchase that is complete, use an existing code, going forward if they want the historical information, they will have to be given a separate code. JSt said to add a line to this budget with the appropriate wording to be submitted to the Board. SB will do this. Following this, LT decided that it is best to keep Skills and Elite separate so there is a record.
- 24/71.11 IR raised a question about the income for the National Skills Training as it seemed high to him, it is confirmed that this is the whole figure for National Skills.
- 24/71.12 LT pulled up the detailed finance report for the 2024 financial year which was distributed by James Salmon prior to the meeting. SB mentioned that due to a couple of development events that didn't happen, the expenditure wasn't as much as expected but the Championships were all plain sailing as has been the case for many years which is very positive. The financial report was described as healthy. LT mentioned trying to make the development events happen but is aware of the time demands, especially for the coaches. In terms of development, LT mentioned an additional challenge as Shân will be putting on Talent Development Centre activities next year.
- IR questioned whether the Skills training is included on the total income in the financial report sheet, it is included in the expenditure. This is confirmed as not included and will be corrected.
- AJ asked if the approx. predicted income includes the £2,500 from Swim England, this is confirmed.
- LT will talk to Alice about some more development events, such as a larger camp.

24/72

- Regional Diving Competitions**
- 24/72.1 IR reported on the Beaumont Team Challenge. This was the first time they had run it under the new name; he reported that the event was good and well run, it was supported by Southend. He mentioned that the officials' development is going really well. In the new year, he suggested getting together and working out how to run the Elite

competition taking into consideration the numbers of divers, how long the events will last and what events will be held. LT confirmed it had been agreed with Sian and coaches to focus on the 3m and platform, she will have the conditions updated to remove the 1m event. Last year there was no room for error with regard to timings, therefore this need to be looked at closely this year and perhaps apply a cap on what can be done. IR will be sending out the Skills invites at the end of January to tie in with the end of March for competition. LT agreed to liaise with IR to discuss the event.

- 24/72.2 LT mentioned she had received an email from Sarah Barrow about starting the planning for the National Skills Final in January. She will let her know some availability. Sarah Barrow will be supporting this year. LT mentioned to IM that the agreement should be being sent through soon.

24/73 Regional development

- 24/73.1 In February there will be a Wet Rigging course.
- 24/73.2 They are awaiting a date for the Announcer's course from Jill Robinson.
- 24/73.3 The athlete-coach development day focusing on lines and postures for the younger divers and hurdles for the older divers in March with a second camp in June looking at competition prep.
- 24/73.4 There will be another Talent Games like the one held in September.
- 24/73.5 IM asked whether a change had submitted to Keith Belton for the November camp. LT said it has been put into the new budget but it didn't happen this year. LT will submit a change and let Keith Belton know.

24/74 Officials update

- 24/74.1 LT is waiting for an updated list from Swim England with all those that have passed in the past year, she hopes this will be received soon.
- 24/74.2 LT will send the regional dates for the year to the officials and will continue to send out requests on a competition-by-competition basis.

24/75 Coaches Forum update

- 24/75.1 There is currently no update.

24/76 Any other business

- 24/76.1 LT circulated the proposed 2025 meeting dates with the papers, those being 6th February, 3rd April, 5th June, 14th August, 9th October, 4th December. She asked to be informed of any issues with those dates. IM confirmed there are no clashes with the other disciplines.
- 24/76.2 LT has received a response from the IOS saying to inform her that they will be running a tutors course in the future. They have had some expressions of interest but it would be good to have other candidates. IM asked whether it could be added as an expenditure for the budget for next year, LT agreed but mentioned she doesn't know whether it will actually happen. IM said to put it in the budget. LT will look at the costs of the courses. IM confirmed there is an IOS course and an education course, he also confirmed it is not IOS but is actually Swim England who run the tutor course. IM said to pencil in approx. £2,400.

24/76.3 IM thanked everyone for all their hard work and input for the Region and the clubs throughout the year.

24/77

Confidential Items

24/77.1 No confidential items.

24/78

Next meeting

24/78.1 The next meeting will be on 6th February 2025.