

Oxfordshire & North Buckinghamshire Counties ASA

President: Oliver Stockland

Chair: (For the meeting) Iain Rennie



MINUTES OF EXECUTIVE COMMITTEE MEETING HELD Via Zoom

ON 12th March 2024 AT 7.30PM

Present:

K Underwood (Officials/COSC)	I Rennie (Secretary/Banbury)	C Clavaud (County Lead TM/W&DSC)	S MacNab (Swim Sec/Maxwell)
D Richmond (Maxwell)	A Readhead (Disabilities)	S Fabes (Constitution Checker/CMK)	H Fowler (ADSC)
H Robbins (COSC)	K Dingle (AVSC)	Kate Hutchinson (SER)	K Wheatman (4SSC/Swim Mark Coordinator)
Oliver Stockland (President)	Richard Spong (NPSC)	S Wordsworth (COSC)	Amanda Fuller (Oxford&Witney/Artistic Swimming Secretary)

	Agenda Item	Discussion and Decision	Action
1.	Apologies/Opening Remarks	Apologies were received from: Christine McLintock (Treasurer/ADSC) P Shaw (Records/K&GSC) Emma Anderson (TM/Banbury), Paul Baybutt (County/CMK) Stephen Wynne-Jonnes (CMK/Social Media) Grace O'Dwyer (Banbury) Sinead Lavin (Buckingham swans s.c)	
2.	Minutes of the Executive Meeting held on 16 th January 2024	The Chair asked if all those attending had read the minutes of the meeting and if they were a true record. It was agreed that the minutes were an accurate record, and they were duly approved.	
3.	Matters arising from Item 2	Coach Whats App Group - Hannah/Chantal The WhatsApp group is now set-up and ready to go Swim Sec and County Championships Role breakdown and process - Sharon/Oliver Oliver has prepared a paper which is with Sharon and is being worked on. Debrief with Welfare Officer - Felt unsupported by SE and their position on the matters in question were not ones she believes are correct - Issues fed back to SE IPAD purchased and used at Counties - Sharon? – currently with Stephen, Chantal will need it for July	Completed On-Going Completed Completed

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		Clubs notified of new Wavepower constraints - Iain/Stephen	Completed
		Sharon - storage of County equipment? Going to Christine McIntock for temporary storage	On-Going
4.	Correspondence	a) Swim England Judicial Panel b) ESSA Swimming Championships c) British Junior Para-Swimming Championships d) IAPS Finals Request of Officials e) Swim England Blended Learning – New Course	
5.	Chair's Report	N/A The roles of Chair and Vice Chair are currently vacant This will be discussed at the next meeting	
6.	Treasurer's Report	The Treasurer's report had been issued prior to the mgt and is attached. No Changes.	
7	ONB Risk Register Review	Issued in the Reports Pack. No Changes.	
8	ONB Equality and Diversity Action Plan Review	Issued in the Reports Pack. Noted that the Principle Roles and the Team Managers were completing the new Swim England training on Inclusion and Diversity which is found on the new Inclusion Hub (Inclusion Hub - Swim England (swimming.org)) – the course: Foundations of Inclusivity (swimming.org) . No Changes.	
9	Disciplines		
	a) Swimming	The Swimming Secretary's report had been issued prior to the mgt and is attached. The ONB County Championships summarised, this can be found here A thank you from the Disabilities Secretary for handling the classification of para swimmers mid-championships.	
	b) Fixtures & County Camp	Nothing to Report Next camp is a virtual camp that will be organised by Chantal	
	c) Artistic Swimming	The Artistic Swimming Secretary's report had been issued prior to the mgt and is attached. No changes.	
	d) Disability	The Disability Secretary's report had been issued prior to the mgt and is attached. Olivia is out in Italy and is moment mid-classification and progressing to observation. All being well by end of week she will be an internationally classified athlete and joining up with the Team GB athletes. No additional changes.	

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	e) Officials	The Officials Coordinators report had been issued prior to the mgt and is attached. No additional changes.	
	f) SwimMark Coord	No Report received. Next Meeting Wednesday 13 th March	
	g) Constitution Checker	Report issued No Changes.	
	h) Masters	The Masters Secretary's report had been issued prior to the mgt and is attached. No additional changes.	
	i) Masters Records	The Masters Records Officer report had been issued prior to the mgt and is attached. No additional changes.	
	j) Records	Peter requested that the Mixed Relay records could be included in the County Records. This was agreed.	PS to Update Records accordingly.
10	County Team Coach Report	No Report. Chantal gave the update, zoom meeting for Pathway development camp on 4 th April, Cathy Patton speaking to the swimmers. Expected around lunchtime.	
11.	Welfare Officer Report	N/A Position Currently Vacant, to be discussed at the next meeting. Secretary explained that enquiries are currently being directed to Regional Welfare or the Swim England team.	
12	Funding Applications	None Received	
13	Policies and Governance	There were 2 policy changes: Subject Access Request Procedure – New ONB Social Media Protocol 2024 – Updated These were both approved.	
14	Swim England South East	Issued in the Reports Pack Included links to Mandatory Workshops and CPDs required for Affiliation and SwimMark A number of Team Manager courses are available on the website now No Changes	
15	AOB	Oliver (President) thanked Iain (Secretary) and Christine (Treasurer) for handling the lack of Welfare and Chair. Also thanked Sharon for running the successful County Championships. Sarah Wordsworth (COSC) raised two points: 1. COSC may have a Welfare Officer who could assist the County	SW and IR to discuss options

	Agenda Item	Discussion and Decision	Action
		2. How are Clubs coping with new Safeguarding requirements with anyone 16 and over having to do the Swim England training (Initial or refresher). Trying to get everyone through the training. Both Renewals and Initial, these are now face to face sessions on zoom. Kate Hutchinson pointed out that people coming up for Renewal can do a refresher course so long as it has not expired already.	

The Exec Cttee Meeting closed 19:57Hrs.

The next Meeting, which will be an **ONB SGM and ONB Executive Cttee Mtg** which will be held at **7pm on Tuesday 7th May 2024, via Zoom**. Details to be sent out nearer the date.

Iain Rennie
ONB Sec

Date: 26th March 2024

Chair Signature:

Date:

E-Mail Contents

As you may be aware we are currently on a recruitment drive for new members for our Judicial Panel, legally qualified and none legally qualified and we are calling upon you with your knowledge of individuals within your organisation, to assist us in locating potential individuals who may be interested in this role.

We have created a new Training Schedule which provides all panel members with four training sessions a year, with a requirement that volunteers must attend two of these sessions.

If you have anyone in mind for the role here are the links:

<https://careers.swimming.org/vacancies/264/judicial-panel-and-appeals-panel-members.html>

<https://careers.swimming.org/vacancies/266/judicial-panel-and-appeals-panel-members-with-legal-experience.html>

<https://careers.swimming.org/vacancies/263/judicial-panel-and-appeals-panel-members--safeguarding-specialism.html>

I would be happy to discuss the role with any interested individuals, so please provide my e-mail address and telephone number to them.

We appreciate your time in reading this e-mail and assisting the Office of Judicial Administration fulfil these roles.

Many thanks

Kind Regards

Kerry Moss
Judicial Office Manager

T 01509 640 764

E kerry.moss@swimming.org

Pronouns: she/her

Working days: Tuesday-Friday 8:00am – 5:30pm

The Independent Association of Prep Schools are appealing for officials and volunteers to help at the IAPS Swimming Finals on Saturday 8 June at the London Aquatic Centre.

Roles available

- 2 x lead Referees
- Starter
- Stroke Judges
- Finish Judges
- Turn Judges
- Chief Timekeeper
- Timekeepers
- J1 or above qualified
- Marshals

Expenses

Travel at 0.45p a mile, plus parking ticket or cost of train ticket.

Food

Lunch and refreshments will be provided on the day.

Availability

You can offer to help all day or for one session.

- AM 0800-1300
- PM 1300-1800

Signing up

If you would like to volunteer, please complete the relevant sign-up form below – do not reply to this email

Officials -

<https://swim-meet.com/availability/?t=1>

Volunteers (marshals) -

<https://swim-meet.com/VolunteersSignup/IndependentAssociationofPrepSchools/>

Helen Akers
Officials Development Coordinator

T 01509 640426

E helen.akers@swimming.org

News alert! British Junior Para-Swimming Championships is now live. Entry link below:

<https://www.activityalliance.org.uk/news/8757-entries-open-for-british-junior-para-swimming-championships-2024#:~:text=Activity%20Alliance%20is%20pleased%20to,and%20entries%20are%20now%20open.>

This year we have made several exciting changes to the programme where we have introduced finals and relays.

This meet can help secure qualification towards English Summer champs and the Winter National Short Course Championships so is an important meet for Para-Swimmers to attend and perform

Any questions please feel free to get in contact if you have any questions.

[Amanda Readhead](#)
[ONB Disabilities Rep](#)