

Chair:

ON 12th September 2024 AT 7.30 PM

[illegible]

	Agenda Item	Discussion and Decision	Action
1.	Introduction	Apologies were received from: Margaret Shannon Emma Newman-Baronius John Newman Steve Fabes Sinead Lavin Peter Shaw Ellen Curtis Marie Royal Emma Wood Donna Richmond Kate Hutchinson Helen Fisher Eva Baer Grace O'Dwyer Emma Anderson Caroline Court	
2.	Minutes of Executive Meeting held on 16 th July 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 signed by the Chair.	
3.	Matters arising from Item 2	None	
4.	Correspondence	Resignation of Media Coordinator	
5.	Chair's Report	The Chair's report had been issued prior to the meeting and is attached. The Chair highlighted the Nationals and Olympics successes both current swimmers and past have had.	
6.	Treasurer's Report	No Report	
7.	ONB Risk Register Review	No Changes	
8.	ONB Equality and Diversity Action Plan Review	No Changes	
9	Disciplines		
	a) Swimming	No Report – Position vacant	
	b) Artistic Swimming	The Artistic Swimming Secretary's report had been issued prior to the meeting and is attached. No changes.	
	c) Water Polo	No report	

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	d) Disability	The Disability Secretary's report had been issued prior to the meeting and is attached. No additional changes.	
	e) Masters	The Masters Secretary's report had been issued prior to the meeting and is attached. The Masters are looking for a Lead referee for their Intercounties meet.	
	f) Officials	No Report – Position vacant Note: World Aquatics have issued an updated set of rules 1st July 2024 Swim England have included the new Codes of Conduct for Officials in Wavepower page 114	
	g) Fixtures & County Camps	Nothing to report	
	h) SwimMark Coord	Nothing to report	
	i) Constitution Checker	The Constitution Checker report had been issued prior to the meeting and is attached. No additional changes.	
	j) Records	The Records Officer report had been issued prior to the meeting and is attached. No additional changes.	
	k) Masters Records	The Masters Records Officer report had been issued prior to the meeting and is attached. No additional changes.	
10.	County Team Coach Report	The County Team Coach report had been issued prior to the meeting and is attached. No additional changes.	
11.	Welfare Pannel Report	The Welfare Pannel report had been issued prior to the meeting and is attached. No additional changes.	
12.	Funding Applications	None Received	

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13.	Policies and Governance	It was highlighted that Swim England have re-issued a number of documents. Wavepower V2 3rd September 2024 Swim England Handbook 2024-v4 3rd September 2024 A number of Policy and Guidance documents Clubs should review these and their impact on their constitutions. The Judicial and Complaints procedures and processes have been completely rewritten in the handbook; as too has the safeguarding sections as highlighted in the South-East Region report. Complaints Policy (separate document) V3 4th June 2024 An update was given on the transition to a Charity. Ian MCLintock will continue to advise the Chair and Vice Chair who have now taken over from Christine with progressing this.	
14.	Swim England South East	The Swim England South East Region report had been issued prior to the meeting and is attached.	
15.	County Championships	Chantal reviewed the roles broken down by the time period that they are needed for: 1. March-December 2. December-February 3. During the Championships 4. Daily Roles for Sessions The new times for the 2025 Championships are ready and will be distributed to clubs shortly and published on the website. Stephen Wynne-Jones and Gary Blissett both highlighted that it is beneficial for there to be continuity through the County Championships with an Officials Technical Director which has traditionally been the County Officials Coordinator. It was acknowledged that incumbent of the role would be the logical person to have first refusal for the Lead Referee/Technical Director but that it wasn't required of that role and could be filled by a team of Referees if no one wanted to be the Technical Director for the whole Championships. A few minor changes were noted and the lists will be updated ready for distribution to Clubs and a sign-up system set-up. It was noted also that Swim-Meet used extensively for Officials Sign-Up also have Volunteer Sign-Up and role allocation/choice.	IR to distribute Role lists to Clubs with the minutes IR to set-up Swim-Meet for new roles and review with CC

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16.1	Meeting Attendance	It was raised by the Constitution Checker that for their role at the moment there is limited details to report and did they need to attend the meetings. The concensus was that it is beneficial for the Committee Members to attend and that this was facilitated by using Zoom avoiding the need to travel and ability to use mobile devices to join in. Also the meetings need the ONB Committee members and Clubs Representatives to attend in order to be quorum. It was noted that last year it had been explained that on the transition to a Charity that the main meetings would constitute the Principle Officers and then there would be specific sub-committees which would report to the Principle Officers. The full meetings would be SGMs and the AGM. It was agreed that all Swimming Clubs needed to provide a representative to form a working group for the County Championships, along with the County Principle Officers and the Pre-meet Promotor and County Coach/County Lead TM. The Clubs are asked to notify the County Secretary of their representative for County Championships by 29th September 2024. The Clubs are asked to sign up for Pre-Meet Roles by 18th October 2024. Links/process will be distributed to all Clubs. A Working Group Meeting will be set up for the week of the 21st October over Zoom.	GS/GOD to review the changes with CM/IM All County Swimming Clubs All County Swimming Clubs IR to distribute details once set-up IR to set-up Working Group Call
16.2	Resignation of Social media Coordinator	The Chair thanked Stephen Wynne-Jones for all the hard work and effort he had contributed to the County and wished him well. Chantal Clavaud is taking over the role, she had been working with Stephen sharing the role for some time and Stephen handed over to her in advance of resigning. We wish to thank Stephen for facilitating such a smooth handover of responsibilities.	

The Executive Committee Meeting closed 20:30Hrs.

The next Meeting, which will be **ONB Executive Committee Meeting** will be held at **7.30pm on Thursday 14th November 2024, via Zoom**. Details to be sent out nearer the date.

Iain Rennie
ONB Sec

Date: 14/09/2024

Chair Signature:

Date: