

Minutes

Minutes from the County Durham Club Network Meeting
Tuesday 5th December 2023

Venue: Online Meeting - Zoom
Time: 19:15 – 20:35

Attendees:

Sarah Small – Swim England North East (SS)
Wayne Brown – Durham County Council (DCC) (WB)
Paul Woodley – Derwentside and DCC Swimming Coach (PW)
Tracy Donnelly – NDSA Board (TD)
Darren Maxwell – Derwentside and NDSA Board (DM)
Susanne Trowsdale – Consett
Ian Frame – Consett (IF)

Apologies:

John Moore – Sedgefield Swimming Club (JM)
Kelly Dunbar – City of Durham (KD)

1. Welcome

SS thanked everyone for attending the meeting. PW to chair meeting

2. Minutes from the last meeting and updates on any actions

Hub sessions covered as agenda item later in the meeting

3. Update from Durham County Council including the re-establishment of the Durham hub.

WB – Wanted to learn about clubs views on re-establishment of Durham hub.

PW – Provided a short update on the history of the hubs. Pool time is currently available on Saturday am (10-12pm) at the Sunderland Aquatics Centre for hubs within the county.

Would like to see hubs re-established to work for a County Durham perspective. Hub could be good to go from January 2024.

WB – Can SS share TV terms of reference with clubs?

PW to check with coaches within other hubs to see if hub criteria can vary between them.

TD – Aim of NDSA board to see pool time utilised by the hubs, if each hub needs to adjust criteria to suit needs of hub that's ok. Each hub will find their own level.

PW – To look into hub and feedback to the group. Might need a two tiered approach, also introduce a local hub for clubs to host.

DM – With current criteria, could hubs combine sessions and share hub sessions so they have more sessions?

PW – What can we do for the swimmers who don't meet criteria? When I managed it I tried to offer something for all clubs. Need someone to manage the hub, out of my role within DCC from January 2024.

IF – Local hubs shows pathway.

WB – Will feed back to DCC information from meeting this evening.

PW – Work to be done at the bottom end, further discussions with county board and DCC.

WB – Durham Institute of Sport (DIS), scheme for all sports, help those on GB pathway. Apply for space in March to start in April, 12 month membership, 50 athletes maximum within programme. Free access to gym, pool, through Durham Uni offer strength and conditioning sessions. Mainly for Northumberland and Durham Training Programme athletes as they meet criteria.

WB – Works with Club Durham – help with club development, funding applications you need a hand with, volunteer development.

WB – Contact details: wayne.brown@durham.gov.uk.

4. Club updates – short update from each club

Sedgefield Swimming Club (*update via email*) – Club membership is down, in the past year we have had only three swimmers move to the club from the swimming scheme. On a more positive note DCC have taken over all Life Saving duties which has resulted in a monthly saving for the club. Starting next year we are being allowed to provide lessons from Level 8. This may provide us with a new membership stream.

Durham City (*update via email*) – We had a successful Medley Challenge Gala. 6 competitors at Nationals this month. More volunteers have trained as Team Managers. We have appointed a Land Training Coach and this is going very well. We have been unable to fill the coaching vacancy. We have offered Peterlee 3 of our lanes on a Sunday morning.

Derwentside – Had a gala at the weekend which was successful. Got some new technical officials. Challenge now of moving over from the council to the club. DM – Are all clubs invited to attend SS – Yes. PW – Big challenge with council pulling out of performance programme, nationals 20 + medallists.

Consett – Doing ok, haven't been able to dive much at Consett pool, hopefully this is now fixed. People struggling with financial pressures.

Tracy – NDSA Championship Swimming information now out. Board is ticking along, trying to support all disciplines across all levels. Please contact board if you need support / would like to get involved. DM – Board want to help swimming within the county. IF – Were NDSA qualifying times out later than usual? Is the county able to get them out earlier if possible? TD – aim to get them out late October into November.

5. Updates from Swim England and Swim England North East

- The Region are working on their new Strategy which they will hopefully share with clubs in the New Year. SS spoke to the network around developing the disciplines within the area. PW - DCC run Aqua Youth. Clubs take swimmers from Stage 7. Speak to Anna.
- **Swim England Foundations of Inclusivity Workshop** now free to attend: <https://www.swimming.org/ios/course-information/foundations-of-inclusivity/>. The CPD is mandatory for relevant officers to attend as part of SwimMark and Club affiliation
- The **Swim England Health Tracker** is now open. All club secretaries should have received their usernames and passwords via email. The Club Health Tracker will stay open until early January 2024. If you have any questions on this, please email clubdevelopment@swimming.org.
- **Swim England Good Governance Guide** has been released (web information), it includes links to mandatory Club Chair and Welfare Officer workshops: <https://www.swimming.org/swimengland/running-your-club/>.

- **Sustainable Kit Initiative** – Working with Kidd3r, encouraging clubs to encourage members to sell or swap unwanted equipment: <https://asaner.org.uk/dive-into-a-sustainable-aquatics-kit-initiative/>.

6. Workforce development

- Places are still available on the **Swimming Coach** course at the Sunderland Aquatic Centre in February 2024. More information on the course can be found here: <https://www.swimming.org/ios/course/10145>
- Funding is available from the Swim England North East Region to support club's with coach education. Details are available to view at: <https://asaner.org.uk/information-about-aquatics-clubs-in-the-north-east/funding/>.
- **Team Manager Courses** – please email Linda at Linda.Tjaguns@swimming.org if you are unable to find a course on our website events calendar to book onto.
- **Time to Listen courses** – there will now be a charge for this course, – please email Linda at Linda.Tjaguns@swimming.org if you are unable to find a course on our website events calendar to book onto.
- **Swim England England Good Club Governance workshops** continue to run. **These are compulsory for club Chairs and Welfare Officers** for club / SwimMark affiliation and attendance will appear on OMS, which gets checked. More information can be found in the links below:
 - Club Secretary and Membership officer: <https://www.surveymonkey.co.uk/r/Secretary-Membership>.
 - Club Welfare Officer: <https://www.surveymonkey.co.uk/r/Welfareofficerworkshops>.
 - Club Chairs: <https://www.surveymonkey.co.uk/r/ClubChairSessions>.

7. SwimMark and Club Affiliation

- At the **next panel**, Derwentside, Teesdale Tiger Sharks and Peterlee are due their SwimMark Health Check, while Durham University, North East Disability Swim Club, Wear Valley and Sedgefield Swimming Club are due their Club Affiliation.
- Please ensure SwimMark coordinator contact details are up to date on OMS.
- As a reminder, please check the SwimMark portal for updates to any templates.
 - Element 2 – Need to show club reserves in finance information.
 - Element 3 – **Now compulsory for Club Affiliation, SwimMark Health Check and SwimMark**. Need to use SE template equity and diversity plan from 1st November 2023. Any club officials needs to attend Inclusive CPD – will be added onto OMS which will get checked.
 - Element 10 – Risk Assessments need to be updated and signed and dated every year.
 - Element 13 – From January 1st 2024, only Swim England Safeguarding course will be accepted as evidence for safeguard qualifications. All DBS and Safeguarding need to be in date for club / SwimMark affiliation. **We are unable to accept** screen shots for DBS in progress.

8. AOB

DM – Keen to attend next meeting.

9. Date for next meeting

Next meeting will be on **Tuesday 12th March 2024, 7:15pm via Zoom.**

Action Points	Who
Distribute meeting minutes	SS
Share Tees Valley Hub documents with clubs	SS
Look at criteria for Hub sessions	PW
Speak to Anna PL about learn to swim and pathways into other aquatic disciplines	SS
Schedule next meeting	SS