

Minutes

Minutes from the Tyne and Wear Club Network Meeting
Wednesday 13th December 2023

Venue: Online Meeting - Zoom
Time: 19:15

Attendees:

Sarah Small – Swim England North East (SS)

Apologies:

Donna Robinson – Gateshead Artistic Swimming Club (DR)

1. Welcome

No attendees present so please see a summary of points SS was going to raise at the meeting.

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

- **Look into artistic swimming judge course within N&D** – ongoing SS contacted Fiona Blackshaw, waiting for reply. SS also mentioned it to regional artistic manager. DR also spoken to Fiona Blackshaw.
- **Ask Linda Tjaguns to send BD a list of NST swimmers selected to the county camps so he can ask parents who are TM qualified if they are able to support** – Done
- **Consider how more support can be provided to county artistic programme** – SS to lead on Artistic group, has met with DR, meeting in the New Year to pull a plan together for NDSA. Spoken to the SAC about using 50m pool and Dave Low about performing at NDSA champs.
- **Speak to club about hub sessions and provide feedback to SS asap** – covered as agenda item.

3. Club updates – short update from each club

None provided.

4. 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.
- **Clubs delivering Learn to Swim**, please can you complete this short form for Swim England to enable them to contact you about support they can provide: [LTS form](#)
- **Wavepower, Swim England's** safeguarding policy and procedures document, is being updated and will be live in January 2024. More information on the updates can be found here: <https://www.swimming.org/swimengland/wavepower-child-safeguarding-for-clubs/>.
- **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 February 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/>.

5. Tyne and Wear Hub Progress

- Long course pool time is available for clubs Saturday 10-12am.
- SS is unsure how things are progressing with the Tyne and Wear hub.

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 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**, City of Sunderland and due their SwimMark renewal, Newcastle Swim Team and Tynemouth Swimming Club are due their SwimMark Health Check, while Aquajets Newcastle, Hebburn and Panama Whitley Bay 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.
- We are unable to sign a number of elements off until we have sight of element 13 so we would be grateful if this was looked at by the club as a priority.

8. AOB

None

9. Date for next meeting

Next meeting will be on **Wednesday 27th March 2024 via Zoom.**

Action Points	Who
Schedule next meeting	SS