

Meeting	Swim England West Midland Region Annual General Meeting
Venue	The Arden Hotel
Time and Date	10.00am Saturday 22 nd April 2023
Delegates	Mr S Kirkland (Regional Chair), Bernard Simkins, Tony Green, Mandy Garrott, Mike Beard, Elaine Gale, Heather Summerill, Jeff Morrey (Board Directors), Mike Aish (WASA), Ann Pollard (Stourbridge), I Lamb (Chase), Megan Frost (Newport & District), Derrick Dyas (WASA), Tony Ward (Black Country n Potteries), Pamela Davies (Rugby), Stuart Cain (Kingsbury Aquarius), Nathalie Herbert (Leamington Spa), Keith Munday (Boldmere), Steven Clark (Droitwich), Trevor Clark (Kenilworth Masters), Alison Drew-Cunniffe (Sandwell Aquatics), Sally Stow (Coventry & District).
In Attendance	Amanda Swan (Regional Operations Manager), Grace Grove (Regional Operations Officer), Siân James (Volunteer, Events, and Pathways Coordinator), Kate Caddick (Chase), Helen Causer (Chase), Jenny Pearson (Incoming President), David Corbett (Past President), Jose Davenport (Outgoing President), Jenny Edwards (Chase SC), Lauren Downing (Chase), Stuart Highfield (Past President).
Apologies	Malcolm Ross (Worcester County), Jean Childs, Steve Prosser, Viv Hewitt, Charlotte Osborne, Chad Ehlertsen (Board Directors), Lisa Watkins (Artistic Swimming Committee), Wellington Telford ASC, Peter Holmes (Life Member), Market Drayton SC, Liz Sykes (Past President), Alan Bartlett (Past President), Worcester Winter League, Heath Town SC, Biddulph ASC, City of Coventry SC.

Minutes	Agenda Item	Details	Action
1.0	<i>Opening of meeting</i>	Simon Kirkland, Regional Chair, welcomed everyone to the meeting.	
2.0	<i>Apologies</i>	As above.	
3.0	<i>Minutes of the Previous AGM (Saturday 14th May 2022)</i>	Ian Lamb proposed, Mandy Garrott seconded, the meeting accepted the minutes.	
4.0	<i>Matters arising from any Regional minutes not covered elsewhere on the agenda</i>	No matters arising.	
5.0	<i>Annual Report of Swim England West Midlands (1st January – 31st December 2022)</i>	<p>Simon Kirkland spoke through several topics, including:</p> <ul style="list-style-type: none"> • Safeguarding and the Regional Management Board receiving training from the Child Protection in Sport Unit, • Club Governance and Culture, including the recent Culture Survey and Focus Groups, • The Regional Agreement, • And a thank you to all clubs and volunteers, the Board and the Regional staff. <p>Amanda Swan updated on the Commonwealth Games and the Sandwell Legacy, Club Development and Workforce:</p> <ul style="list-style-type: none"> • The Commonwealth Games – it was fantastic to see so many of our members volunteering or involved in the CWG, it was amazing to have such a high profile event hosted in our home region. Off the back of that event, we are very lucky to now have another 50m high quality facility in the region, to benefit our sports, our members, our events, our clubs and most importantly the community surrounding the pool and within the Region. • Aquatic Legacy – work is going on within 4 groups to look at programmes that will engage local communities, raise awareness of our aquatic sports and appeal to new audiences, and essentially grow the membership in athletes and across the workforce; coaches / teachers / committee members / officials / volunteers. • Sandwell Aquatics Club – 4 years of working on the merger of Haden Hill, Warley Wasps & Oldbury, the 3 clubs have now merged as one as of 1st January 2023. AS gave thanks to the volunteers that have put their heart 	

		<p>and soul into this work, and many, many hours to ensure this happens and to make it a success.</p> <ul style="list-style-type: none"> • Diving – diving is growing in the 3 satellite sights across the region. The head coach has now been appointed, and currently recruiting for a second coach and gearing up to go into SAC in July. A further 3 days of Inspired to Try Further have been set up in July and August. The diving club will be set up in the next couple months. And the Talent Search to start in September. • Events – With the introduction of Sian into the team last year, this has enabled us to focus on improving our regional championships; with a plan to make them bigger, better and with a key priority of safety and fun for all. It is our hope that we can harness the excitement of a new 50m pool in the region and utilise this in some way going forwards. • Forums – in 2023 we will be looking to focus on increasing engagement and attendance, as the forums are a really good opportunity for sharing best practice, concerns or challenges, receiving updates and networking with other clubs. • Governance – SwimMark / Club Affiliation – clubs continue to maintain their affiliation. Welfare has become more and more paramount to everything we do, and in line with the Heart of Aquatics launch by SE, we will continue to make strides in this area in the region to ensure our clubs are safe spaces. • Grants - The Region has continued to offer a range of club development and membership grants together with educational bursaries, talented athlete bursaries and support to officials training. • Thank you to all our members and thank you to our Regional award winners. • Volunteer Culture Plan – the team (including Elaine Gale) are currently working on an action plan for the next 12 months to include; improved communication systems and education surrounding recruitment, specific reward and recognition schemes, and ensuring a system is in place that makes volunteers feel valued when volunteering. • The staffing structure has continued to increase into 2023 bringing Grace on full time into the West Midlands. <p>Ian Lamb raised questioned if the Regional has a Talent Committee. The Region is currently waiting for the outcomes from the Club Culture project to decide the best way forwards.</p>	
6.0	<i>Membership update</i>	<p>The members were presented with the membership figures for 2022, including a breakdown by Ethnicity, Age, Gender and Disability.</p> <p>The meeting discussed the downward trend of Club Train members, brining clubs/teams/committees together, promoting dual memberships for the disciplines and measuring other areas of success.</p>	
7.0	<i>Regional Strategy</i>	<p>Simon Kirkland gave an update on the Regional Strategy. SK noted that there will be alignment with the National Strategy.</p> <p>Strategic Objectives:</p> <ul style="list-style-type: none"> • Workforce • Leadership • Business as usual • Clubs and Membership • Finance • Governance • Sports Development • Disciplines and Talent <p>Potential Strategic Direction:</p> <ul style="list-style-type: none"> • Aligned with National Strategy • Work in partnership • Club governance and culture • Safeguarding & Discipline 	

		<ul style="list-style-type: none"> • Implementing CWG Legacy • Workforce / Volunteers 	
8.0	<i>Accounts of Swim England West Midlands (1st January – 31st December 2022)</i>	<p>Mike Beard gave thanks to Garratt's of Wolverhampton. Derrick Dyas gave thanks to the Region for the counselling grant his club received in 2022. Keith Munday questioned the level of reserves and proposed that support goes towards Amanda and the implementation of the Regional Strategy. Sally Stow proposed and Elaine Gale seconded, the meeting accepted this proposal. The accounts were accepted by the meeting.</p> <p>Tony Green gave a speech on Mike Beard's time within the Region. Mike was then presented with a gift by the President. <i>Mike became a member of Stourbridge Swimming Club at the age of 7. He started playing Water Polo at Stourbridge at around the age of 14 and went on to captain the Worcester County team. Following this Mike went on to become a Committee Member and Treasurer of the Club. He remains an honorary life member of Stourbridge SC.</i></p> <p><i>Mike moved to Solihull Swimming Club as a Water Polo Coach in 1980 and shortly after became a Committee Member in 1986 and then became Chairman in 1999, staying in the role until 2014.</i></p> <p><i>Through his roles as Chairman and Water Polo Coach of Solihull Swimming Club, he has enabled a huge number of young people to participate in both Swimming and Water Polo. Both the Swimming and Water Polo teams have won numerous awards over the years. The inclusion of two of Mike's former protégés representing Great Britain in the 2012 Olympics is testament to his outstanding commitment and effort over many years.</i></p> <p><i>Becoming one of its longest serving members Mike became a part of the ASA's Committee in 1991. Mike was also the ASA's President in the year 2000.</i></p> <p><i>More recently Mike became a Regional Life Member in 2021 for his contribution to the Region and the Midland District before that. Mike became the treasurer of the Midland District in 1977 and held the position up until this year, 45 years later. This position is one of the key roles in the Region and his dedication, knowledge and experience has been so valuable to the West Midlands and the Regional board.</i></p> <p><i>Mike has also been awarded the British Empire Medal in the New Year's Honours of 2016 for services to water polo and swimming, the 2013 Mayor of Solihull Civic Award for Sport in recognition of his outstanding contribution to sport in the Borough, and the 2009 Amateur Swimming Association Harold Fern Award in recognition of his outstanding contribution to swimming over many years.</i></p> <p><i>Mike gives his time freely with true commitment and dedication. Words cannot adequately express the gratitude that the Regional Management Board and the staff of Swim England West Midlands wish to convey. His hard work and commitment is valued and appreciated.</i></p>	
9.0	<i>Proposals for changes to the Swim England West Midlands Region Limited's Articles and Regulations</i>	No proposals received.	
10.0	<i>Elections</i>		
10.1	<i>12.2.2.1 The President</i>	<p>The Chair handed over to Jose Davenport who spoke about her time as president. Jose presented the Presidential Chain to Jenny Pearson.</p>	

		<p><i>'It has been a real pleasure to have been your president this year. As I pass on this presidency to Jenny I hope she has as much pleasure as I have had and that she enjoys all the disciplines equally whether they be at Club, County, Regional, National level, or by watching a World or European by live stream.</i></p> <p><i>Thank you all.'</i></p> <p>Mandy Garrott introduced the new President Jenny Pearson of Shropshire ASA & Telford Aqua SC. Mandy proposed Jenny as the Regional President, Bernard Simkins seconded, and the meeting approved this proposal.</p>	
10.2	12.2.2.2 <i>The President Elect</i>	Jeff Morrey introduced and proposed Geoff Kirkham as this year's President Elect. Mike Aish seconded and the meeting formally approved this proposal.	
10.3	12.2.2.3 <i>The Finance Director</i>	Heather Summerill was formally approved as the Region's Finance Director.	
10.4	12.2.2.4 <i>The required number of Directors that are due for election as defined in regulation 15.1.1.5</i>	<p>Mike Beard gave a speech on Steve Prosser's time supporting the Regional Management Board and within the swimming community.</p> <p><i>I have worked alongside Steve at club and regional level for over 20 years and am extremely sorry to see him leave our sport. He is extremely capable, hard-working, conscientious, calm and diplomatic. Whatever the subject matter he and I have always seemed to be on the same wavelength and I can't remember us ever disagreeing on anything.</i></p> <p><i>He actually first gave notice that he was standing down as club secretary in 2014 when he moved home from Solihull to Redditch but he continued in an "acting" role and, Steve being Steve, that meant that he was just as diligent as before so consequently the rest of us didn't notice any difference which led to us perhaps being complacent in trying to find a successor.</i></p> <p><i>Anyway he has now finally forced the issue and is leaving our sport altogether to enable him to spend more time with his family and on his other interests.</i></p> <p><i>So, on behalf of everyone in the region and club, I would like to thank Steve for his massive contribution as a swimming volunteer and would like to pass on to him my very best wishes for the future.</i></p> <p>In 2011, Steve became a member of the Regional Swim21 Panel. He was elected to the West Midland Regional Management Board in September 2013 and shortly afterwards he became the first Chair of the newly formed Club Development Committee and has continued in that role to the present date.</p> <p>Within Steve's role on the Club Development Committee he ensures and supports the effective development of our Regional, overseeing all 71 clubs SwimMark or Club Affiliation accreditations on a quarterly basis, administering and approving applications for Regional grants and funding and advises the Management Board on all matters relating to affiliation and membership.</p> <p>We would like to thank Steve for the tremendous support he has given to the Region over the past 12+ years; Steve always showed true dedication and gave up endless hours to support the Regional Management Board and the smooth running of the Club Development Committee, he will be sorely missed.</p> <p>Mike Beard was formally approved as a Management Board Member for a 4 year term.</p>	
10.5	12.2.2.5 <i>Members of the Members' Forum</i>	<p>The regional delegates to the Members of the Members Forum were approved as follows:</p> <p>Elaine Gale, Jeffrey Morrey, Mike Beard, Tony Green, Vivienne Hewitt.</p>	

		The other delegates to Member of the Members forum as per regional rule 12.2.1.3: President President Elect Chairman	
10.6		The Board shall appoint people to lead disciplines and other such duties that require specialist experts.	
10.7	<i>12.2.1.4 The required number of County nominated Board members to the Board from the nominations received from the County associations</i>	The County nominated Board members were approved as follows: Jeffrey Morrey (1 year) - Staffordshire ASA Vivienne Hewitt (2 years) - Worcester County ASA Elaine Gale (3 years) - Warwickshire ASA Jean Childs (4 years) - Shropshire ASA	
11.0	<i>Appointments</i>		
11.1	<i>12.2.1.1 One or more Auditors or Independent Financial Examiners, as required, who shall not be members of the Board</i>	Garratt's of Wolverhampton were proposed by Mike Beard and seconded by Sally Stow and the meeting approved this.	
11.2	<i>12.2.1.2 An Honorary Solicitor</i>	Patrick Nelson were proposed by Tony Ward, seconded by Ian Lamb and approved by the meeting.	
12.0	<i>Swim England Documents</i>	To receive the Swim England report and accounts for the year 1 st January 2021 – 31 st December 2022 – this has been made available online.	
13.0	<i>Date of the next AGM</i>	Date and time TBC.	
14.0	<i>AOB</i>	Mike Beard noted the Swim England accounts had a high surplus for 2022. Keith Munday raised that the Regional Chair has been in post for over 11 years, whereas the recommended term time is a maximum of 9 years. Bernard Simkins (Governance Lead) responded that the change of the Regional structure to a limited company with Directors meant that the clock on Length of service started again as of the AGM in 2021 and it is a four year term. He will be eligible to apply for a further term of office. This aligns the Region with the practice that SE has taken nationally and has been accepted by Sport England.	
15.0	<i>Closure of meeting and vote of thanks</i>	The Chair thanked the regional staff for organising the AGM and those who attended.	