

Dorset County Amateur Swimming Association
(Affiliated to Swim England and Swim England South West Region)

Minutes of the County Emergency Management Board 15 October 2020
held via Zoom

President	L Jessop	Emergency Committee	R Holman
Chairman	R Honeybun	Emergency Committee	A Smart
County Secretary	Mrs D Gibbs		
Treasurer	G Griffin		

Apologies: A Mullins

20/35 Minutes of Emergency Committee Meeting 17 September 2020

The minutes of the Emergency Committee Meeting on 17 September be accepted as a true record, with amendment of 20/31(b) "key workers" to "DCASA essential workers".

Prop: A Smart Sec: L Jessop Carried

20/35(a) **Matters Arising** None

20/35(b) **Outstanding Actions**

- E02/20 Ongoing – DCASA Covid Lead to be appointed [DG].
- E06/20 Ongoing – 2021 Swimming Championships conditions [DG]. Deferred for definition to be received from SE.
- E12/20 Ongoing – county admin task calendar [DG].
- E15/20 Ongoing – administration hours audit, to be reviewed January 2021. [DG]
- E18/20 Ongoing – DCASA constitution to be checked for mandatory clauses. [DG]
- E19/20 Complete – Swimming trophies recalled for 30 November.

20/36 County Business Review

20/36(a) Tornadoes of South Dorset SC

Financial assets of £10,247 to be donated to DCASA, ring-fenced for project funding. Handover of tangible assets on 26 September at Osprey, inventory provided and agreed as follows:

- i *Printer* Colour inkjet printer, fully functioning, to replace defunct admin colour printer.
- ii *PA System* PA System, fully functioning, to storage and sold in due course.
- iii *Start System* Start System, fully functioning, to storage and retained for training officials.

Action: *Pace clocks* Pace Clocks (2), fully functioning, to be sold at £50 each. Affiliated clubs offered first refusal, after which advertise for sale.

E20/20 DG

- iv *Lap cards* Lap cards, set of six, to storage and retained for County use only.

Action: *Club Awards* Trophies/shields (250+) of which 11 to be retained as follows: 1 Dorchester Museum with club pennant/hat, 2 Synchro, 2 Swimming, 7 replacement stock. Reusable awards donated to local clubs/schools. Remainder to be scrapped.

E21/20 DG

20/37 Treasurer's Report

Account balances as of 29 September 2020 were as follows: Current Account £86,806.30; Deposit Account £19,754.30; Total £106,560.60.

20/38 Secretary's Report

20/38(a) County Business:

- i *Governance* Capital Assets Register including Custodians and Licence Register generated. Update to DCASA Codes of Ethics/Conduct (September) and Safeguarding Policy (June); updated documents published on website.
- ii *Communications* As report submitted.
- iii *Membership* Dissolution of Tornadoes of South Dorset SC effective 30 September; minutes of dissolution meeting sent to SE/SESWR.
- iv *Bursaries* Applications (3) received for coaching courses.
- v *Contracts* Nothing to report.
- vi *Competitions* 2021 County Swimming Championships window suspended for Jan/Feb; planned alternative from late May until 18 July 2021. National/Regional Championships all

disciplines remain scheduled for usual calendar slots. Full Return to Competition strategy, including plans for phased return to open meets, to be published soon.

vii *Trophies*

Swimming: Championships and Development Competition trophies recalled for 30 November from Poole, Seagulls, Swim Bournemouth, and West Dorset. Vinny's Winton has agreed to store until required. Graded Meet, Club Relay Gala and DNSL B Final trophies in storage. DNSL Winner 2020 trophy with West Dorset.

Synchro: All Championship trophies returned and with DG/RH for refurbishment or replacement. No Synchro trophy has been engraved with Dorset County ASA and/or Synchronised Swimming. Not all trophies replaced due to past theft have been re-engraved with previous winners. Substantial amount of engraving required to bring up to standard. Three trophies also need replacing.

Water Polo: Championship trophies still with clubs, two with Weymouth & Portland WPC and one with Bournemouth SC. Those thought lost are DWPL trophies.

Open Water: Championship trophies are already in storage unit.

Inventory: Before reissue, all trophies will be photographed and documented to create a current digital inventory.

Action:
E22/20 DG

20/38(b) Activity:
i *National*
ii *Regional*

As report submitted.

As report submitted. Resolution of club lifeguard training via pool provider. No financial responsibility for SESWR.

iii *County*

Zoom: To be made available to affiliated clubs; booking via DG. Meetings register to be monitored for unauthorised use.

Action:
E23/20 DG

Prop: L Jessop **Sec: R Holman** **Carried**

Equipment: Agreed that equipment for which DCASA is responsible for repair and replacement costs would be available for hire not loan; not all equipment will be made available for hire. Noted that there is no such thing as a free loan; provision incurs time/mileage costs to DCASA for handover/return, circa £35 per loan.

iv *Return to Swimming/ Competition*

Guidance: Clubs Version 9, Water Polo Version 3, Operators Version 7. Details of Level X Racing published 15 October, agenda item 20/38(f) refers.

20/38(c) Accreditation:
i *SwimMark*
ii *Stronger Affiliation*

Poole SC due to submit. Seagulls SC lost accreditation.

Remaining clubs required to submit: BCS, Bere Regis, North Dorset Turbos, Seagulls, Swim Bournemouth, Wareham & District, Wessex Diving and Weymouth & Portland WPC.

20/38(d) Welfare:

One issue reported.

20/38(e) Development:

i *Courses*
ii *Officials*

As report submitted.

Following dissolution of TSD, six of 11 club officials continue in the sport but with none of the three J2S retained.

iii *YV Programme*

As report submitted.

20/38(f) Disciplines:
Swimming
Synchro
Water Polo

Structure of Level X Racing issued to clubs 15 October. Details to be added as PMN.

As report submitted.

As report submitted. SESWR WP Committee has proposed a non-refundable deposit of £480 to book Millfield for 2021 WP Championships is paid by Counties, £80 per county. Agreed that Regional Committees should be responsible for own costs; payment of deposit by Counties would set a precedent for offloading regional liabilities onto Counties. However, official request not received from SESWR WP or via the DCASA WP Regional Rep.

PMN:

- Level X Racing is club time trials in training sessions normally attended by that swimmer, but club may book extra training sessions; to include Masters, Para Swim and disability swimmers awaiting classification.
- All swimmers require Cat 2 membership but Cat 1s to receive free upgrade until year end 2020; temporary membership to participate not permitted.
- Series 1 – all strokes 50m, 100m, 200m and 400m events (23 October to 31 December 2020).
- Series 2 – as for Series 1 plus 800m/1500m Freestyle (4 January to 9 March tbc).
- Electronic timing/start not required, use of blocks permitted dependent on venue operating procedure; backstroke ledges not permitted.
- Officials required two J1 or above, one timekeeper per lane minimum 14yrs of age, no referee required. All must be SE members, but timekeepers do not need to be licensed; online courses available for officials running Level X sessions.

