British Universities Lifesaving Clubs' Association

Minutes from Annual General Meeting
Loughborough University
12th May 2013

In attendance
BULSCA Chair: Ella Hunt
BULSCA Secretary: Mark McCorquodale
BULSCA Treasurer: Alexander Blandford
BULSCA Development Officer: Nicola Keenan
BULSCA Championships Coordinator: David Brown
BULSCA Webmaster: Oli Coleman

Loughborough University: Chris Cox, Andy Gladders
University of Birmingham: Rebecca Park, Luke Peel, James Newbon, Sam O'Connor, Holly Willing
University of Bristol: Catherine Baldwin and Alice Cherteris
Oxbride: Thomas Watling
London Universities: Shaun Dolby, Chris Harper
University of Nottingham: Irena Hulova, Cathy Owles
University of Southampton: Hannah Robinson and Edward Wallis, Lowri Jones (Observer)
University of St Andrews: Robyn Ireland
University of Warwick: Adam Martin & Scott Chamberlin-Wibbeke

BULSCA Judges panel: Steve Tedds, Matt Sedgwick, Jen Burt-Matthews

Ella called the meeting to order at 11.16

1. Apologies

Plymouth surf lifesaving club.

2. Approval of previous minutes

Proposed by Oli (Webmaster), seconded by Nicola (Development officer)
For: 9
Against: 0
Abstentions: 0
Minutes accepted

3. Matters arising from minutes (26/3/13)

ACTION 1.1 Judges' Panel to finish writing SERC setters' guidelines
        Done- subject to approval

ACTION 1.2 Webmaster to update email list descriptions on the BULSCA website
        Done

ACTION 1.3 David to ensure proposals for disciplinary procedures and penalties for breach of code of conduct to be submitted for the AGM either as a distinct proposal, or as part of a more general proposal regarding competition manual updates.
        Done

ACTION 1.4 Mark to inquire from Sam (Birmingham) about progress of BULSCA video
        Not done. Sam (Birmingham) confirms progress is being made.

ACTION 1.5 Ella to hold a Skype for club representative a week before deadline for proposal submission for the AGM regarding meeting procedures
     Not done

ACTION 1.6 Nicola to follow up with Steph Moore (UWE)
     Done

ACTION 1.7 Nicola to chase up developments for Save a Baby as a scheme for BULSCA clubs
     Done

ACTION 1.8 Nicola to update BULSCA records
     Done

ACTION 2.1 David and Oli to come up with a suggested order of events for Champs 2014
     Done

ACTION 2.2 David to book University of Bath as a venue for BULSCA champs 2014
     Done

ACTION 2.3 Mark to notify clubs of committee change of recommendation regarding competition entry price
     Done

ACTION 2.4 Oli to amend competition packs such that recommendation is that entry fee is no more than £35 per team.
     Done

ACTION 2.5 Development officer (2013/2014) to build relationship with IUSWA
     Ongoing
     ACTION 3.1 Development officer to build relationship with IUSWA

ACTION 3.1 David to write article regarding champs 2013
     Done

4. Officers reports

4.1 Chair

Report is scheduled in agenda. Chair reiterates she has had an interesting year, which she has really enjoyed and wishes to thank committee for their help.

4.2 Secretary

Report is scheduled in agenda which Mark (Secretary) summaries for the benefit of those that did not read it.

4.3 Treasurer

Report is scheduled in agenda. This year has been a good year for BULSCA financially; profits have increased which has been a long term aim of the committee in order to gain a deposit for BULSCA champs. Alex (Treasurer) feels that BULSCA are now in a position where they would be able to put

down a deposit for a 50m pool if necessary for champs. Accounts now stand at £2149.53 following the clearing of pending items.

London query if, that as now BULSCA would be able to place a deposit, Alex (Treasurer) feels we should attempt to continue to build capitol or aim to try and break even in the future. Alex (Treasurer) responds that this is up to member clubs, and not down to the committee.

4.4 Development Officer

Report is scheduled in agenda, this is read out for the benefit of those who did not read the Development officer's report.

4.5 Webmaster

Report is scheduled in agenda. Oli (Webmaster) states that mobile traffic is now approximately a third of total traffic for the BULSCA website. Oli (Webmaster) has met with the RLSS this year and observed that processes used by BULSCA are similar to those used by the RLSS. RLSS sports league is yet to really take off within BULSCA, however, this is partly due to difficulties within the RLSS refining the system.

4.6 Championship Coordinator

Report is scheduled in agenda. David (Championship coordinator) wants to thank Oli (Webmaster) for producing documents that made his life easier during his year. David states that championship organisation is now at the point that for whoever takes on the role next year much of the paperwork will be produced automatically.

Sam (Birmingham) queries that in David's report he mentions about lack of helpers as an issue during the weekend, but believes that a bigger issue was running the RNLI and wet SERCs simultaneously. David clarified that problems arising regarding timing on Sunday were caused by a delay in the start up of SERCs not the simultaneous running of wet and RNLI SERCs. In addition, problems were caused by having insufficient helpers to transport competitors from the dry SERC to the pool. David finishes by stating that feedback received regarding the weekend was very useful, and has led to a number of recommendation to be passed on to the next championship coordinator.

5. Vote upon items 6, 7, 8 and 9, 14.0.1

Adam (Warwick) wishes to discuss Paper Pi (item 14.0.1 on the agenda). No other BULSCA members raise a desire to discuss items 6,7,8 or 9 so these are taken straight to a vote.

6. Updating constitution regarding BULSCA champs

Proposal is taken straight to a vote (as detailed in section 5). Vote for proposal is as follows:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

ACTION 6.1 BULSCA Secretary to amend clause 6.1.7 of BULSCA constitution

7. Championships' speed tiebreak

Proposal is taken straight to a vote (as detailed in section 5). Vote for proposal is as follows:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

ACTION 7.1 BULSCA Championships coordinator to update Championship rules regarding tie breaks for speed events

8. Code of conduct

Proposal is taken straight to a vote (as detailed in section 5). Vote for proposal is as follows:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

ACTION 8.1 Steve Tedds (Judges Panel) to forward prepared draft of updated Competition Manual to BULSCA committee

9. Judges Panel Guide

Proposal is taken straight to a vote (as detailed in section 5). Vote for proposal is as follows:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

ACTION 9.1 Steve Tedds (Judges Panel) to forward prepared draft of Judges Panel Guide document to BULSCA Committee

10. First aid kits

Steve Tedds (Judges Panel) expands upon the proposal:
Following Skype meeting held by the BULSCA committee Steve has agreed to remove shears from the proposal. Matt (Judges Panel) highlights that if the proposal is accepted pass-backs should not be allowed for travel first aid kits, due to the presence of only 1 bandage, such that the 2nd team would be disadvantaged due to the loss of their only available bandage and would also be aware that there was a casualty that could be treated with a bandage.

Birmingham query why eyewash is present in the 'travel' first aid kit, but not in the 'normal' first aid kit. Steve (Judges Panel) responds that the proposal has been drawn up by considering relevant British Standards; in a location where a 'normal' first aid kit would be stored it is often the case that there is an eyewash station, so separate eyewash is not necessary.

Discussion ensues over whether to include eyewash in first aid kits, the discussion includes concerns over use of eyewash in SERC's when most items in first aid kits used by clubs are several years old.

Amendment is received (unknown author): Proposal should stand as it is, but shears and eyewash should be removed from 'travel' and 'normal' first aid kits where they are currently listed. Amendment is accepted by Steve (Judges Panel).

The proposal is moved to a vote:

For: 9
Against: 0
Abstentions: 0

Proposal accepted.

Updates required for proposal are covered in draft for BULSCA Competition Manual, encompassed by Action 8.1

> **ACTION 10.1 BULSCA Secretary to update draft of BULSCA Competition Manual to reflect amendment regarding first aid kits.**

11. BULSCA Championships event order

Sam (Birmgham) explains the aim of this proposal was to try and isolate similar events that a single competitor is likely to do, based upon previous competition applications. The proposal takes into consideration equipment required for each event, and has been produced with consultation of Oli (Webmaster) and David (Championship coordinator).

No questions are raised so the item is moved to a vote:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

> **ACTION 11.1 BULSCA Championships Coordinator to amend the Championships rules and implement rule 4.1.3 (including update to replace references of individual medley with Rescue Medley).**

12. Competition Manual Update

Steve Tedds (Judges Panel) expands upon the proposal:
Effectively the proposal has been brought about as a consequence of the RLSS introducing the Survive and Save program. The proposal attempts to change SERC's rules to reflect the Survive and

Save program, but changes mainly focus around terminology and the fundamental aspects of rules aren't going to change. Steve adds that the ILS don't follow the Survive and Save program, so it is up to clubs to decide if they wish to follow the Survive and Save program applied to BULSCA competitions or not.

Steve states his personal opinion is to follow the Survive and Save program. However, an issue with this is that the RLSS aren't going to define their rules regarding SERC's until June, so not all rule updates can be introduced at this time.

In addition, Steve explains he wants to introduce rules to cover judge conduct of dry SERC's as this is not adequately covered in the rules currently, nor is it covered by the RLSS. Most other changes shown in the document focusing on tidying up the rules.

Chris (London) states that the RLSS won't publish guidance on 4 man teams SERC's and this is not an event format normally covered in RLSS competitions.

Adam (Warwick) states his biggest problem with aligning to the Survive and Save program is vocalizing of the emergency action model- this is difficult in for each team member in a 4 man SERC when there is a captain in charge of the team. Oli (Webmaster) provides a point of information that on a recent level 2 judges course a leading RLSS judge stated that there is no intention in lifesaving competitions on a national level for competitors to vocalize their actions, as this is implied by action.

Oli (Webmaster) lists a number of amendments he wishes to make to the proposal
- Rule 5.4.5.1 shall be amended to include diving awards of a higher competency.
- Addition of rule 5.4.5.1.4- Team Mangers will sign to declare that all competitors hold or have met the control measures for shallow water diving. This will be a written record kept by the host club.
- Amend rule 5.1.7. by changing reference of ILS to RLSS

Discussion ensues over the implications of a team manager signing that competitors are competent to dive. Oli (Webmaster) informs clubs that for clubs' insurance (through the RLSS) to be valid the team manager must be a TA or Survive and Save instructor when signing off competitors to dive. Chris states that clubs can prove competence of diving by showing their diving to the competition organiser.

Matt (Judges Panel) states that the issue of diving arose due to an incident that occurred where injury was caused by diving with a torpedo buoy. He also explains that competition organisers are unlikely to be willing to accept responsibility for those diving as previously discussed.

Oli (webmaster) confirms that the matrix for the competitive start award is available online.

> **ACTION 12.1 Oli (BULSCA Webmaster) to send matrix for competitive start award to BULSCA clubs.**

Discussion follows over who can fill in the matrix and its implications.

Steve accepts amendments and the proposal is moved to a vote:

For: 9
Against: 0
Abstentions: 0

Proposal accepted

Updates required for proposal are covered in draft for BULSCA Competition Manual, encompassed by Action 8.1

> **ACTION 12.2 BULSCA Secretary to update draft of BULSCA Competition Manual to reflect amendments to section 5 (in discussion with Oli- BULSCA Webmaster).**

13. Non-BULSCA affiliates at Champs

James (Birmingham) explains the pretence for his proposal:
At the moment non-BULSCA affiliates are seeded at the beginning of the draw for Championship speed events. This is not fair on them as they have paid money to compete and it's not fair on slower competitors. Furthermore, it isn't an efficient way to run competition. Seeding non-BULSCA affiliates in the position according to entry time would provide a challenge to other competitors and push them on, which would be good for competition.

Oli (BULSCA Webmaster) raises a number of arguments against the proposal:
There are a number of factual inaccuracies in James' proposal- over 18 non-BULSCA affiliates are not seeded at the being of the draw- they are seeded after those without times. In 2013 no non-students were the quickest athletes, so this would counter the argument relating to pushing on other competitors. Oli has previously asked graduates if they want to be seeded in BULSCA championships, and previously the answer has been no. There is also a potential issue of pace-making from non-BULSCA affiliates for other students. Oli has proposed a half way solution (which he states is a bit messy) such that non-BULSCA affiliates would be seeded in order, and then any non-BULSCA affiliates seeded in the final heat would be removed to the penultimate heat.

Sam (Birmingham) raises that Oli's comment regarding non-BULSCA affiliates not necessarily being placed in the first heat is a bit irrelevant as they may still be significantly quicker than the 2nd and 3rd heats. Further, whilst this year no non-students were the quickest in any event, seeding of non-students could have increased speed and standard of competition in middle heats. In addition, it is not necessary to have a student fastest heat as having non-students in the final heat would encourage students to step up in standard.

Amendment is received from Chris (London) to formalise Oli's suggestion:
Add 7.4.1. No non-BULSCA affiliated competitor shall be seeded in the final heat. Any who are through the seeding process will be moved the penultimate heat and preplaced by the highest seed BULSCA affiliate.

James rejects the amendment.

Mark (BULSCA Secretary) raises the relevance to competitive swimming, where it is common for competitors to be seeded out of order in the first heat (for instance as a consequence of late entry) but he is not aware that there is any instance where competitors would be seeded by time, and then any competitors in the final heat removed to the penultimate heat. Oli (BULSCA Webmaster) counters that this can occur in regional championships, where there are non-regional swimmers competing.

Loughborough adds that the amendment doesn't seem like a positive thing to do; BULSCA should go with a firm decision either way.

Shaun (London) proposes moving to a vote on amendment. Nicola seconds.

Clarification is provided that neither the proposal nor amendment would not impact under 18's as they are currently already seeded in time order.

Vote regarding amendment as follows:

For: 1
Against: 5
Abstentions: 3

Amendment is rejected

Chris (Loughborough) proposes moving to a vote on the proposal, but this is not seconded.

Adam (Warwick) raises that care needs to taken when considering this- if students want to challenge the fastest lifesavers they can go to the RLSS speeds or other similar competitions. The ideology of the BULSCA championships is that students are competing against other students; this proposal runs the risk of making the competition comparable to the RLSS speeds.

James (Birmingham) counters that this decision shouldn't impact upon students, as students will still win student designated prizes.

Bristol mention that some freshers from their club were placed in the first heat with much faster students and simply found it very demoralizing and almost embarrassing.

Steve (Judges Panel) brings up an anecdote from his time as a student, when he was prevented from having the opportunity to compete in the final heat by 1 non-BULSCA affiliate, but there were no other competitors in his heat of a comparable standard, as such he was disadvantaged by the seeding of non-BULSCA affiliates.

Oli (BULSCA Webmaster) states that from a very personal viewpoint if BULSCA clubs did increase the level of non-students participation at BULSCA champs the time commitment of judges may reduce, and they may wish to charge expenses. Judges panel mirror this sentiment. James (Birmingham) counters that he thinks that judges should be reimbursed.

Matt (Judges panel) states that previously part of the motivation for allowing non-BULSCA affiliates to compete was the need to bring in more money in terms of entry feeds. However, this is no longer necessary and increased number of helpers would have been useful for both the Saturday and Sunday of the competition.

Adam (Warwick) raises that if we are taking the view that BULSCA no longer needs the extra money from entry from non-BULSCA affiliates then why are we inviting externals to compete at the BULSCA championships at all. If non-BULSCA affiliate attendance does increase students may no longer be competitive and students may simply not want to go.

Alex (BULSCA Treasurer) counters that some external competitors that do currently attend are not students but do attend non-student clubs.

Sam (Birmingham) raises that in his opinion BULSCA must either accept external competitors and let them be seeded properly, or not let external competitors compete at all. Sam states that he believes reimbursement or travel expenses for judges should be a separate issue.

David (BULSCA Championship coordinator) raises that discussion so far has focused around students and non-students, assuming that everyone from non-BULSCA clubs are not students. This is not the case, particularly with international teams. Irena (Nottingham but also a competitor for the Czech team at BULSCA championships 2013) clarifies that most of the Czech team are students and weren't aware of this rule prior to entry.

Shaun (London) states that discussion is now getting quite hypothetical- if non-BULSCA affiliates do start competing more, then BULSCA can change eligibility rules as necessary. He believes that at the moment this proposal would simply make competing more fair for graduates that still wish to compete.

Alex (BULSCA Treasurer) states that at the moment the differentiation between students, non-BULSCA affiliates, under 18s etc is getting misleading. Alex suggests that the term 'student' encompasses a student of any age at any institution.

Jen (Judges Panel) provides a direct response to Shaun that clubs should consider if it is likely BULSCA will suddenly get an influx of non-BULSCA affiliates if the rules do suddenly change.

An amendment is received from Chris (London)
In the BULSCA championships rules any reference, with regards to seeding, of non-BULSCA affiliate should be replaced with 'competitor not in formal education'.

The amendment is rejected by James (Birmingham), but no vote is held.

Adam (Warwick) questions if the BULSCA committee have the power to make exceptions for competitors for issues such as this. The consensus from the committee is that this would not be possible.

Matt (Judges Panel) states that if this proposal is passed this year a review of any changes to the BULSCA championships should be conducted at the AGM next year.

Nicola raises concerns that if we broaden eligibility we could reach a situation where the final heat consists solely of competitors from international teams. Alex counters that these competitors could still be students.

Steve (Judges Panel) adds that the BULSCA championships were first made a whole weekend competition in order to try and achieve BUCS accreditation for lifesaving. If this is still the aim for BULSCA we must consider that if BULSCA was to become BUCS accredited it is likely any non-students would not be allowed to compete.

Discussion is stopped for a 5 minute break.

Ella (BULSCA chair) proposes moving discussion to a vote. Chris (Loughborough) seconds this.

Sam (Birmingham) adds that currently relays are seeded for non-BULSCA affiliates; this is opposed to the process used in individual events.

Vote regarding proposal as follows:

For: 8
Against: 0
Abstentions: 1

Proposal accepted

> ***ACTION 13.1 BULSCA Championships coordinator to amend and implement BULSCA Championships rule 7.4***

14. Competition Calendar

14.0.1 Updated method for competition calendar selection

Alex (BULSCA Treasurer) explains the pretence of the proposal:
The purpose of this proposal is to help clarify the process to decide the competition calendar, brought about from issues that arose last year. BULSCA needs a robust method to decide the competition calendar, and a method is needed to provide rational argument as to why a specific club may not have received their desired date or not received a competition at all. This system will reward flexible clubs that provide lots of dates and also rewards strong competition bids. The proposal in its current form is not the tidiest it could be, but has been approved by the whole of the committee on principle.

Chris (London) asks if there is any chance of tactical voting. The committee confirms this could occur but there is nothing that can be done about this. In addition, Alex (BULSCA treasurer) adds that if the proposal, or an amended format of it, isn't accepted then BULSCA will likely end up in a similar position to last year.

Adam (Warwick) remarks that this proposal might restrict the number of competitions that could be held in a year if the choice of high ranked clubs impact upon dates of lower ranked clubs. This proposal also doesn't significantly address the issue of distribution of competitions across the year.

An amendment is received from Sam (Birmingham) to add the following to the proposal:
"The proposed calendar shall be voted upon by a simple majority of BULSCA affiliated clubs. Should the calendar be rejected then the competition calendar shall be debated without means of the algorithm."

Alex (BULSCA Treasurer) accepts the amendment.

Oli (BULSCA Webmaster) adds that there has been previous discussion to limit the number of league competitions to 8 per year, and asks for the opinions of those in the room.

An amendment is received from Chris (Loughborough) to add the following to the proposal:
"The number of BULSCA league counting competitions shall be limited to 8 per academic year."

Alex (BULSCA Treasurer) rejects the amendment.

The amendment is moved to a vote:
For: 6
Against: 3
Abstentions: 0
The amendment is accepted.

Jen (Judges Panel) raises concerns over the amendment regarding limiting the number of league counting competitions to 8 per year. Jen states that this topic was discussed a number of years ago, and it was rejected on the grounds that smaller clubs or clubs that are further away may never be granted a chance to host their first competition. Jen queries what BULSCA would do should this eventuality arise?

Alex (BULSCA Treasurer) states that resources for competitions are already stretched pretty thin, the number of competitions may need to be limited in order for competitions to remain viable. The proposed system is democratic and it is up to clubs if a specific competition should be held.

Jen (Judges Panel) queries why clubs would stay involved in BULSCA if they are never given a chance to host a competition.

Shaun (London) counters that there is already a lack of judges at some competitions and adds that one way for clubs to prove themselves would be to host a non-league competition and impress those in attendance.

Southampton questions why the number of competitions has been limited, when it currently isn't an issue as there aren't more than 8 clubs wishing to host a league competition.

Steve (Judges Panel) adds that a few years ago it was agreed that new competitions would be given preference over pre-existing competitions in competition calendar allocation.

Adam (Warwick) states that he feels there should be more of a drive from clubs to evolve and improve their competitions, and that clubs should not simply rely on how the competition has run in previous years.

Alex (BULSCA Treasurer) adds an amendment, as a consequence of the discussion:
'When determining the order of preference for club's date selection should a club have been voted not to host a BULSCA league competition the previous year, provided they are not excluded in the algorithm, they will be removed from the ranking and placed at the beginning. Should there be more than one club to which this applies, they will be placed at the beginning in rank order as per the original vote'. The amendment is accepted.

Matt- it's the job of the development officer to help clubs with lower bids to developed their competition.

Alex (BULSCA Treasurer) proposes moving to a vote, seconded by Shaun (London). Vote as follows:

For: 9
Against: 0
Abstentions: 0

Proposal accepted.

ACTION 14.1 BULSCA Secretary to update BULSCA Internal Meeting Procedure to include algorithm for competition allocation (including proposal amendments).

14.1 Freshers' Competition(26/10/13)

Warwick was the only entry, which is expanded upon:
Want to run the competition similar to previous years. Warwick will provide minibus shuttles to provide transport from social venue to the accommodation. Food is still in discussion at the moment, but will not be a hog roast again, at the moment it is likely to be jacket potatoes. Social form is yet to be fully defined but main activity will not be circling. The competition will have a maximum capacity of 42 teams.

Ella (Chair) proposes moving to a vote. Shaun (London) seconds. Vote is as follows:

For: 9
Against: 0
Abstentions: 0

Warwick University granted freshers competition for 26/10/13.

14.2 Other Competitions in Calendar

Competition bids are discussed in the order in which they were submitted.

Birmingham:
- Event will run similar to previous years.
- The club has investigated other social venues, but all close at midnight, so the social will stay at the same venue used in previous years.
- Birmingham are considering finishing the social earlier in order to encourage people to go to curry.
- Food may be different this year as the venue is changing their menu; as such Birmingham are unable to confirm food at the moment.
- Entry is to stay at £30.

Nottingham:
- Event shall be run similar to the event last year.
- Extra event shall not be run and is not being planned, due to poor attendance of judges and helpers in previous years
- Accommodation is to be in club houses as a consequence of reducing attendance over the last few years. If attendance is higher than expected committee will endeavor to book community centre normally used.
- Club feel the social was better received this year than in previous years and will try to do something similar this year. Social will be in the same venue as previous years.
- Food will be provided in the halls of residences as per previous years.

Southampton

- Bid has changed initially since initial application- their initially proposed dates were accepted by Southampton SU but have now been rejected. As such Southampton intend to use an alternative venue nearby that is cheaper.
- Social will be at 'The Bridge' which is a bar upstairs at SU.
- Accommodation is to be provided in a hall, approximately a 15 minute walk away.
- Unfortunately the university won't let Southampton make bookings until summer, but with the change of venue the club can basically do any date. Date preference is 30th Nov, but the club can also do dates either side of this.

London
- Much of the competition will be the same. London have tried to book the social venue above the pool, but are unable to secure a private party there, so social venue shall be the same as in other recent years.
- Chris (Loughborough) raises concerns over accommodation this year were there were a number of issues. Shaun confirms that London have looked into booking a hall, but it's not possible in London. London will stress to club members that agree to host attending clubs that they have a responsibility to those they are hosting.

Loughborough
- The competition layout for 2014 shall be the same layout as used in 2012.
- Food provided is likely to be jacket potato at the leisure centre as per arrangement in previous years.
- Social venue is as per previous years, which is within walking distance of the competition.
- Loughborough assure clubs that they will have a back-up plan in the event that the pool has still not reopened in time for the event

Bristol
- It is planned for the competition to use the university pool again. The pool has been refurbished since its last use by BULSCA, such that space available on poolside has increased.
- Advantage of the competition is that the competition, food and social will be held in the union
- Accommodation will be provided in club houses nearby. All houses are in walking distance.
- Entry fees are slightly higher this year than last as a consequence of high pool prices.
- There is some uncertainty over the availability of the students union for the social, but there are other alternative venues nearby, in which the club will be able to host a private party.

St Andrews
- Intend to run the competition in the same way as last year.
- Food will be Chinese.
- Social would be in union, privately hired. Music will be improved from last year, as music delivered was not as expected this year.
- Accommodation will be provided with club members, available on both the Friday and Saturday.
- St Andrews confirm that the competition start will be delayed from 9am as there was a lot of 'dead time' at the competition this year

Alex explains to clubs how to use the algorithm, and clubs cast secret ballots.

15 New committee

Ella proposes an addition to the constitution under 7.3- 'in the event of more than 2 nominations for a committee position, the committee position allocation shall be determined by means of a single transferable vote.'

Proposal is moved straight to a vote

For: 9
Against: 0
Abstentions: 0

Proposal accepted

> ***ACTION 15.1 BULSCA Secretary to update BULSCA Constitution under clause 7.3 to document that competition for BULSCA committee position shall be decided by means of a single transferable vote.***

15.1 Chair

Four nominations have been received for the position- Chris Harper, James Newbon, Nicola Keenan and Adam Martin. Each of the candidates makes a speech on why they feel they are suitable for the position.

Chris Harper:
- Key objectives are set out in written submission. Chris sets out what he believes are major issues to address
    - The size of the current judge pool is a key issue
    - We need to ensure work carried out by the committee can be continued and built upon following handovers after the AGM.
- Why Chris feels he is a suitable candidate for the role:
    - Is currently serving as a youth advisor for the RLSS and has been branch secretary for 10 years.
    - Extensive knowledge of RLSS and their methods of work
- Mark (Secretary) queries a section of the written submission, such that if Chris sees that there will be a problem with committee members mentoring judges, as some committee members don't have the necessary experience. Chris replies that the aim is not that committee members would mentor judges individually, but would facilitate increasing the number of judges.
- Mark (Secretary) also queries if there is likely to be a conflict of interest with the RLSS. Chris clarifies that he has considered this but doesn't believe it will be an issue, as BULSCA and RLSS have concurrent goals. Chris further states that if conflict arises, his number one priority would be BULSCA's interests.
- Matt (Judges Panel) states that there is already a fair sized pool of judges, but the problem is getting the existing judges to attend competitions. Matt questions how Chris would solve this problem. Chris responds that the problem is in part that a number of the judges are already attending competitions but are still competing as they are still current students.
- Jen (Judges Panel) asks Chris to explain what he means by developing a system of mentoring for new judges. Chris responds that the current shadowing system has no evaluation method, the new scheme would involve greater involvement from experienced judges with the newer judges to give feedback after the competition.

James Newbon

- James explains his experience in lifesaving acting as club captain of Birmingham lifesaving club. James has really enjoyed his time in BULSCA and wants to give back to the organization.
- James sets out his aims for the position:
  - Increase attendance at competitions and competition social
  - Work with competition secretaries to trouble shoot problems for competitions in advance.
  - Facilitate a form of feedback for clubs on their competition in order improve competitions in the future.
  - Open up BULSCA to wider range of clubs and involve locals teams to try and involve younger lifesavers such that they will join BULSCA when they reach university age.
- Oli (Webmaster) states that clubs do already email the committee for help/advice about competitions, and asks how James would change this. James responds that the engagement of the BULSCA committee in competition planning would be a more formal process, implemented by the committee.
- Matt (Judges Panel) asks how James intends to improve attendance at competitions. James responds that it would be a case of making competitions more enjoyable and more social for participants. This would come about from developing a feedback system for clubs after hosting a competition.
- Oli (Webmaster) asks what ideas James has for the development of BULSCA that are not sport related. James responds that he would like to make better use of the RLSS page, for instance by making articles more up to date. Mark queries how this would be possible when there is a 3-4 month delay between the submission deadline for articles and their publication. James responds that he wasn't aware the deadline for articles was as early as this.

Nicola Keenan:
- Reads out a rhyme about why she wants to stand for chair:

  'I set down to write a speech,
  But that's just way too boring,
  A poem, I thought, would be better,
  And stop you all from snoring.

  I guess most of you know me,
  But those of you that don't,
  I don a purple onesie,
  'Too cool' I often gloat!

  Next year I want to be chair,
  I am ready to step up to the plate.
  I have got the committee experience.
  Development last year mate!

  First a small apology,
  My written nomination was poo,
  So here's to all the other,
  'Really good reasons too'

  I want to be hands on,

Tell you when the committee are meeting,
So if you have issues to resolve,
We can help you with their beating.

Continuing the Chairs Skype,
We all have problems to share,
I will go the extra mile,
For all of BULSCA, I care.

Encourage participation beyond comps,
A wider range of lifesaving,
From courses, trips and other fun,
Ensuring we are behaving.

Beach weekend and judges,
Additional courses from the RLSS,
Taking this shit International!
No doubt of your success.

Encouragement to celebrate your club,
Or members that have done well
Nominations page for Lifesavers Mag,
A regular feature I wish to sell.

Further promote advertisement,
Of the future events you hold,
Using the resources have cough *webpage* cough
To get more people told.

Get the graduates back involved,
Judges and bodies are essential,
Make sure we appreciate the help.
These are my credentials!

More generally being right there,
For when you need me, I guess,
Keep the committee in line.
Firm yet fair decisions, yes?

Not so much style over substance,
I hope you will agree,
My message is clear and simple,
In getting you to vote for me.

Promotion, Communication, involvement,
Ideas which I am sure to deliver,
Whatever you ask of me,
Within reason, I am such a giver.

If anyone has an questions,

> I will take each in time,
> But please will you forgive me,
> I can't reply in rhyme!'

- Shaun (London) asks Nicola to expand on any plans she has not relating to competitions. Nicola responds that she would like to develop events such as the beach weekend.
- Jen (Judges Panel) asks if Nicola has thought of any ways to encourage participation of recent graduates within BULSCA. Nicola responds that this is a very difficult issue and would like to develop some kind of thank you scheme for judges and helpers to acknowledge their help.
- Alex (BULSCA Treasurer) asks Nicola how she thinks her experience on the BULSCA committee would help her as chair. Nicola responds that she knows how the committee operates and is familiar with features that keep coming up.
- Shaun (London) asks if there are any problems that Nicola has seen this year on the committee that Nicola would like to make changes to solve. Nicola responds that when an action is set for work it would be useful to set a deadline for the task.

Adam Martin
- Adam explains why he would like to stand for the position
    - Current president of Warwick Lifesaving Club and has been a part of lifesaving for 3 years at university.
    - Has enjoyed his time as part of BULSCA and would like the opportunity to give back to BULSCA.
    - Able to support clubs regarding awards as Adam is an experienced Survive and Save instructor.
    - Would like to push the evaluation of competitions as competition applications have become stagnant. Adam would like to see increased problem identification and clubs seeking solutions to these problems.
- Oli (BULSCA Webmaster) asks if Adam intends to run many courses over the next year. Adam responds that he has trained approximately 5% of the new Survive and Save instructors nationwide, as such he is very capable of arranging courses and would look to continue to run training courses.
- Mark (BULSCA Secretary) raises that Adam has mentioned he would like to make the committee more transparent, and queries how he would intend to do this, when the committee has already become more transparent over the last year with the publication of minutes of committee meetings. Adam responds that this year there has been a drive by some of the committee to get students onto the BULSCA committee, but a fair proportion of BULSCA members are not even aware of the BULSCA website. Adam would like to increase awareness of the BULSCA website.

General discussion then develops with all candidates removed from the room.
- It is raised that the Chair is a facilitator and does not have specifically defined jobs in the way that other committee positions do, clubs must decide who would be best at this.
- Ella (BULSCA Chair) adds that her biggest issue with the position this year is that she has been unable to commit as much time to the position as she would like due to her job. The position does demand a certain amount of time and this should be taken into consideration.

All candidates are called back to the room in order to ascertain what all candidates shall be doing next year.

- Nicola- technically a student until September at the completion of her Masters studies. Likely to be a part time master student next year, otherwise some form of employment- lifeguard/accountant
- Chris- finding a legal related job for a year, likely to be limited to conventional office hours (9am-5pm).
- James – will have graduated, seeking graduate job.
- Adam- reasonably confident will remain a student at Warwick, but won't be attending lectures as exams have been delayed for a year, as such will have large amounts of spare time.

Vote is conducted by single transferrable vote.

With over 50% of 1st choice votes Chris Harper is appointed the BULSCA Chair 2013/2014

15.2 Secretary

No nominations have been received. The position will be decided after other positions have been appointed.

15.3 Treasurer

Edward McCutcheon (Warwick) has stood for the position. Ed is unable to attend the AGM so Adam (Warwick) reads out an email on Ed's behalf, as follows:

'My apologies to everyone that I can't be at the AGM with you in person - as the Warwick guys and Ella can attest, I wanted to attend, but final year revision for exams which start in 9 days has rather prevented a round trip to Loughborough and a meeting (though you'll be glad to hear I'll have been working since 9am).

I'd very much like to get involved in contributing to the running of BULSCA and its' leagues, and with 4 years of university lifesaving behind me as both a competitor and judge, I believe I've experience to bring to the committee from both sides.

I'm an RLSS Trainer Assessor, and as Course Co-ordinator at Warwick, have organised qualifications and trips this year with turnover of £16,500 so far. I've already been a treasurer, but for Warwick's largest society, managing the finances of a £65,000 annual turnover organisation.

After a chat with Alex, the current Treasurer, next year I'd like to continue his investigations into full online banking, equipping more payments to be made electronically rather than by cheque - subject to a dual signatory online system being available.

I'm also more than happy to work with the future BULSCA webmaster on the BULSCA website, ensuring online information for payments is available, and on other areas I can contribute to as a graduating computer scientist.

If you've got any questions, Ella has got my phone number and is happy to give me a call to answer them!'

The committee position is moved to a vote:
Edward-9

RON-0

Edward McCutcheon is appointed as BULSCA Treasurer 2013/2014

15.4 Development Officer

James Newbon and Nicola Keenan both stand for the position, but neither make a speech as they have nothing to add to their earlier speech when standing for chair.

Matt (Judges panel) asks both candidates to describe the role in your own words
- James states that the role covers promoting BULSCA clubs and furthering the ability of clubs to join BULSCA, promoting lifesaving outside of Universities and promoting lifesaving outside of sport, such as by community work/engagement
- Nicola states that the role covers both roles of club development and sport development. This involves working on a club by club basis, ensuring all clubs, that wish to, are able to bid for a BULSCA competition and developing lifesaving sport within wider world of sport.

Vote is conducted by single transferrable vote.

With over 50% of 1st choice votes Nicola Keenan is appointed the BULSCA development officer 2013/2014

15.5 Web Officer

Oli Coleman is the only received nomination for the position.
Oli states why he feels he is suitable for the role:
- Oli seeks to develop an online banking system for BULSCA in conjunction with Ed (BULSCA Treasurer 2013/2014).
- Oli explains he is happy to continue to support clubs, and appreciates suggestions from clubs on aspects of the online presence of BULSCA that could be improved

Mark (BULSCA secretary) raises a concern that Oli can be quite free with his opinions which can be detrimental to some clubs as it impacts upon the involvement that some individuals wish to have with BULSCA, and suggests that Oli needs to moderate what he says. Oli acknowledges this is a fair concern and will try to take this on board.

Shaun (London) asks if Oli intends to write a handover for the future development of the role. Oli explains that as a means of a handover he intends that (subject to the approval of the member clubs of BULSCA) there will be 2 BULSCA webmasters in 2014/2015.

Steve (Judges Panel) asks if Oli will develop the interface of the BULSCA website this year. Oli responds that his expertise is in data processing and has less knowledge of user interface, but has invited comments from others previously on how to improve the interface and tried to act on these. Oli hopes that with Ed's knowledge (BULSCA Treasurer 2013/2014) that the interface can be improved.

The committee position is moved to a vote:
Oli- 9
RON-0

Oli Coleman is appointed as BULSCA Webmaster 2013/2014.

15.6 Championships Coordinator

Alexander Blandford is the only received nomination for this role.
Alex explains a number of reasons why he wishes to stand for the position:
- Has developed a strong involvement within BULSCA, and is an experienced member of the committee and knows how the committee operates.
- Alex feels he has all the skill sets needed for the role.
- From Alex's time as BULSCA Treasurer he has also developed most of the contacts and experience needed for the position, due to working closely with the Championship coordinator.

Steve (Judges Panel) queries if sponsorship has been actively sought. David (BULSCA Championships coordinator) replies that this year sponsorship was sought but with little success.

Luke (Birmingham) raises that this year there was an issue that expenditure on t-shirts was large, which was not reclaimed in full, and asks what would be done about this issue next year. Alex responds that next year the same mechanism will not be used, but has not produced finalized ideas at the moment. Alex is also questioned on the issue of lack of helpers but again whilst he has had thoughts on this issue, he has not yet developed a finalized decision on this.

David (BULSCA Championship coordinator) queries what would be the first thing Alex would change other than issues previously mentioned. Alex responds that he would change the organizational structure of the Sunday, focusing on organizing of the SERCs.

The committee position is moved to a vote:

Alex- 9
RON- 0

Alexander Blandford is appointed as BULSCA Championships Coordinator 2013/2014.

15.7. Secretary

Adam Martin nominates himself for the position, but has nothing else to add to his earlier speech when standing for chair.

There is some discussion on the deadline of submission for articles for inclusion within the RLSS magazine, but it is concluded by Mark (BULSCA Secretary) and Chris (BULSCA Chair 2013/2014) that deadlines are not adjustable.

The committee position is moved to a vote:

Adam- 9
RON- 0

Adam Martin is appointed as BULSCA Secretary 2013/2014.

16. A.O.B.

16.1 Proposal regarding student classification

A proposal is raised by Chris (London) regarding the definition of student for classification during competitions. Discussion covers a number of topics including international teams and payment of BULSCA affiliation fees, but no consensus is reached, and Chris agrees that the proposal needs further development. Chris withdraws his proposal and agrees to submit a more developed proposal for the GM.

16.2 Welfare officer

Nicola explains that the welfare officer is to be re-appointed and details the roles of the position.

Sam (Birmingham) nominates himself for the position. Sam is asked what experience he has that makes him a suitable candidate for the position. Sam explains he has worked closely with a number of fostering organizations in the past, and is welfare officer for the University of Birmingham Lifesaving club this year.

Sam is appointed welfare officer by the BULSCA committee.

> ***ACTION 16.1 Sam (Welfare Officer) to contact RLSS regarding undergoing Welfare Officer training course.***

16.3 Resale of food at completion

Luke (Birmingham) queries if the re-selling of additional portions of food at the end of the completion should be allowed, as it may enable a club to gain extra profit. Steve (Judges Panel) argues that when clubs do this they are not trying to make a profit, but simply trying to recoup expenditure on food where clubs may have over catered.

16.4 Helpers

Birmingham asks that clubs remind their members that if they commit to be a helper that it can be detrimental to the host club for a competition to back out or to form scratch teams.

Shaun (London) queries if it should be stipulated that clubs bring judges or helpers to competitions in order for the club to be able to compete. Loughborough suggest that a scheme could be developed where clubs have to bring a certain number of helpers based on the number of teams the club has entered for the competition.
Alice (Bristol) counters that it would be very difficult to formalize a process on this.
Mark raises a concern that judges and helper attendance should be separate issues as judge attendance is outside the control of clubs.
Jen (Judges panel) adds that whilst this is an idea it is not a way to attract judges to attend competitions.

Committee and Judges Panel recommend that if host club for a competition is struggling for helpers that they pull out their teams (where they have multiple teams) in order to produce helpers.

16.5 Judges course

It is questioned whether there is any way of running a judges course before the start of the academic year. Nicola (BULSCA development officer) responds that she will look into it, but the

rational for organizing judges courses on competition weekends is to ease transport requirements for the course.

It is also discussed that it is not necessary to attend a BULSCA judges course and judges can instead attend an RLSS judges course, which are run a number of times per year.

16.6 Competition Calendar

The result from competition calendar algorithm is revealed as follows:

Date	Competition
26-Oct	Warwick (Freshers competition)
16-Nov	Bristol
30-Nov	Southampton
07-Dec	London
15-Feb	St. Andrews
22-Feb	Birmingham
15-Mar	BULSCA Championships
29-Mar	Nottingham
03-May	Loughborough

It is questioned if Nottingham could move their competition from 29th March to 2nd February. Mark (BULSCA Secretary) replies that whilst the 2nd February was listed as an available date, 29th March is preferred by Nottingham, since the 2nd February coincides with the exam period at the University of Nottingham.

Ella (BULSCA Chair) proposes moving to a vote to accept the calendar, seconded by Shaun (London):
For- 8
Against- 1
Abstain- 0

Competition calendar is accepted

16.7 GM date and location

Discussion covers the location and date of the GM 2013. London is confirmed as the preferred location due ease of transport links. Vote is held to agree to host the GM on Saturday 7th December (prior to London competition):

7th December-8
RON- 1
Abstain-0

GM 2013 is to be held at London on 7th December.

Meeting closed at 16:01.