



British Universities Life Saving Clubs' Association

BULSCA committee Skype meeting 4/2/13

In attendance:

- Chair- Ella Hunt
- Secretary- Mark McCorquodale
- Development Officer-Nicola Keenan
- Webmaster- Oli Coleman
- Champs Co-ordinator- David Brown
- Treasurer- Alex Blandford

Minutes of meeting:

Meeting called to order 20:00

1. Matters arising from minutes

1st Dec- Mid Season Meeting 2012

ACTION 3.1 Judges' Panel to finish writing SERC setters' guidelines

Not done, from conversations mark has had with Steve Tedds he understands the judges panel intend to do it imminently.

ACTION 1.1 Judges' Panel to finish writing SERC setters' guidelines

ACTION 3.2 Webmaster to update email list descriptions on the BULSCA website.

Not done

ACTION 1.2 David to forward word copy to Oli so it can be completed

ACTION 1.3 Webmaster to update email list descriptions on the BULSCA website.

ACTION 3.3 Secretary to remove non-active clubs from BULSCA website

Not done-see below

ACTION 3.4 Secretary to confirm Rachel has returned gates

Rachel has informed secretary that gates are now irrecoverable as they have been taken to a tip

ACTION 3.5 Dan Harris to take RLSS welfare course

Not done- committee feel that with only 3 months left in the position there is now little to gain from Dan to take the RLSS welfare course

ACTION 3.6 Chris Harper to send Dan Harris the new updated RLSS welfare guidelines

Not done

ACTION 1.4 Ella to send Dan Harris the new updated RLSS welfare guidelines

ACTION 3.7 Dan Harris to read guidelines

Not done (as a consequence of above)

ACTION 1.5 Dan Harris to read guidelines

ACTION 5.1 Mark (Secretary) to send out spreadsheet of provisional competition dates

Done



ACTION 7.2 Champs co-ordinator to pursue the introduction of a separate non-counting team award for champs

Is being pursued at the moment will be programmed in due course.

ACTION 1.6 Champs co-ordinator to pursue the introduction of a separate non-counting team award for champs

ACTION 8.1 Committee to produce a proposal for penalties for breach of code of conduct to be submitted for the AGM

Not done

ACTION 1.7 David to produce a proposal for penalties for breach of code of conduct to be submitted for the AGM

ACTION 9.1 Secretary to notify judges panel of the motion passed, development officer to monitor

Done

ACTION 10.1 Secretary to send club exam dates to Bath

Done

ACTION 12.1 Secretary to forward PowerPoint presentation about the tour to clubs

Done

ACTION 12.2 Webmaster to set up system on BULSCA website to facilitate submission of competition times to RLSS sports league

Done

22nd Nov- BULSCA Committee Skype

ACTION- Nicola to try and find a different contact for Leeds Pheonix

Not done. Committee do not feel it's worth pursuing as Leeds Pheonix no longer appear interested

ACTION- Mark to correct the email address for judges panel

Done

ACTION- Mark to notify Miles about committee decision regarding 'lifesaving on tour'

Done

15th Oct- BULSCA Committee Skype regarding formation of 'Scottish Universities team'

Action: Ella to formally inform St. Andrews of the committee's decision regarding formation of 'team Scotland' and discuss path taken forward

Done

Action: Oli to create Club Scotland on the website.

Done

10th Oct- BULSCA Committee Skype

ACTION ALEX- send out invoices for membership to BULSCA

Done

ACTION ELLA- look at how disciplinary procedures should be changed as this issue has been raised in previous meetings but has just to be addressed.



Not done

ACTION 1.8 Ella and David to look at how disciplinary procedures should be changed

ACTION MARK- chase up BULSCA promotional video

Not done

ACTION 1.9 Mark to chase up BULSCA promotional video

ACTION NICOLA- talk to St Andrews about formation of Scottish uni's

DONE

2. Officer reports

- Chair
 - Ella has talked to Steve Tedds (judges panel member) to try and look at how 'Survive and Save' is changing SERC's and will also talk to RLSS judges about this.
 - Ella has had a conversation with the RLSS about BULSCA's relations with them. One thing that came out was that the RLSS headquarters have taken it upon themselves to put in a complaint on our behalf against an RLSS judge. The committee were not involved with this and had not submitted a complaint, as such Ella has notified the RLSS this complaint against the RLSS judge was not appropriate. Ella warns committee to be careful with what they say in liaisons with the RLSS. Ella will notify the committee on the outcome of this situation when she has heard more.
 - Ella will seek to build relationships with RLSS in the next month
- Secretary
 - Articles- has submitted articles for next edition of the RLSS magazine on online entry and Southampton competition, awaiting higher quality pictures to be included from Southampton
 - Active clubs- have gone through the list of active clubs and could not find trace of the following clubs:
 - Aberystwyth University- Oli informs secretary that the club is definitely active:
<https://www.facebook.com/groups/aberlifesaving/>
 - Cardiff University- No committee member believes they are active, , was for champs admin previously
 - Edinburgh University- No committee member believes they are active
 - Liverpool University- No committee member believes they are active
 - Newcastle University- No committee member believes they are active
 - University of Limerick- No committee member believes they are active
 - University of Exeter- committee feel Miles may know about this club
 - University of Leeds- club listed on BULSCA website for admin reasons regarding BULSCA champs
 - University of Sussex- club listed on BULSCA website for admin reasons regarding BULSCA champs
 - University of Wales Institute, Cardiff- No committee member believes they are active, was for champs admin previously
 - I have also contacted Bangor university- the club was formally a combined lifesaving and swimming club, but they have not been involved in lifesaving



for the last few years. However, they may be interested if provided with information

ACTION 2.1 Nicola to contact Bangor

ACTION 2.2 Mark to send contact to Nicola

ACTION 2.3 Mark to finish updating club list on BULSCA website

- Online store of documents- Mark feels the committee should have a second store of BULSCA documents that are unlocked for editing on the BULSCA website to ease the process of committee members accessing documents to update, and reducing the risk of documents being lost.
 - Oli raises a concern that we could end up with lots of different versions of documents, leading to confusion and adds that Word documents can be accessed by the webmaster on the website already in the event in them being lost.
 - Oli says if there's only one person with the list its clear who amending the documents, so we don't get duplicate documents.
 - Alex suggest we could use 'sharepoint' to do this.
 - Oli suggests a system like this could not be implemented on the website., due to cost and infrastructure
 - Ella thinks it's a hassle accessing documents and the benefits from easier access would outweigh any potential risk of two people working on a document at a time.
 - Oli says a system to develop this would be possible, but would be a lot of work. Ella suggests a BULSCA dropbox.
 - The committee feel this would be a good idea to pursue in the future but have no easy way of implementing it at the moment.
- Proceedings for changes to Competition Manual- when going through the minutes from previous meetings Mark came across the following from the 2009 AGM:

"9. Responsibility for the Competitions Manual:

Martin presented Paper F, on transferring responsibility for the BULSCA Competitions Manual to the BULSCA Judges Panel. He noted that, in the vast majority of cases, BULSCA judges were the ones suggesting amendments to the Manual. Moreover, he noted that the points tend to be less substantial than in previous years. He therefore suggests moving responsibility for accepting/rejecting rules changes to the BULSCA Judges Panel.

Iain noted that, since the Competitions Manual has been in use for several years, most amendments are a matter of fine-tuning, rather than substantive changes to rules. Birmingham asked whether the judges were happy with this idea. Stu Ward noted that, although they had not been asked yet, he did not see it as being a major issue. Simon proposed an amendment to the procedures outlined. He felt that suggested amendments should first be sent to the BULSCA Committee, and only forwarded to the Judges Panel if the Committee accepted the amendment. Should the amendment be rejected, the club proposing it could protest, and take it to the AGM. Stu Ward noted that this may result in the need to add a rule allowing for mid-season rules changes.

Martin accepted the amendment, and suggested moving to a vote."

This proposal was then accepted.

- Mark does not feel this procedure is followed as closely as it could be, and perhaps more importantly does not think many clubs will currently be aware of this.



- Oli states the system is working as a number of changes have been made under this process over the last few years, but suggest big changes to the rules should be brought to the GM or AGM.
- David states we are essentially following this without meaning too.
- Mark raises that this should be brought to clubs attention as clubs aren't aware.
- Oli suggests this is added to the meeting proceeds documents to the agreement of the rest of the committee.
- Nicola feels clubs should be made aware of this update procedure. Nicola asks whether its worth having a clubs representative skype for meeting procedures in general so people are aware of procedures. David thinks this is a good idea, committee consensus is to agree. Committee agree to have a skype a week before the deadline for proposals for the AGM.

ACTION 2.4 Ella to hold a Skype for club representative a week before deadline for proposal submission for the AGM regarding meeting procedures

ACTION 2.5 Mark to update meeting procedures

- Development
 - International teams at champs- DLRG can't attend for financial reasons
 - Nicola has notified Irena that BULSCA will not be sending a team to Czech grand prix 2013.
 - Oli mentions that Andrew (Bham) has been looking into developing the organising a team for the Czech grand prix 2014 (1st weekend of March).
 - Contacts from the organising committee of the Czech grand prix have asked that we try not to organise a comp then.
 - Mark asked why we should do this for the Czech grand prix in particular, as opposed to any other international competition. Nicola states that it works well to invite clubs to a competition and then reciprocate.
 - Alex thinks there will be issues with arranging BULSCA competitions around this comp.
 - David thinks it's fair that if were inviting them to BULSCA nationals that it's fair that they invite us to theirs and we advertise it for them.
 - Ella suggests it simply worth having a record of the date for future planning. Committee agree it is not a date we will prevent a club from hosting a competition on, but simply a date to remember.
 - UWE are looking to setting up a club. Alex and Oli have also been in touch.
ACTION 2.6 Nicola to follow up with Steph Moore (UWE)
 - Nicola questions whether anyone has heard form Lee Heard about the RLSS's involvement with BULSCA regarding Save a Baby, for which the committee consensus is no.
ACTION 2.7 Nicola to chase up Lee Heard regarding Save a Baby
 - **ACTION 2.8** Nicole to chase up international teams for BULSCA nationals to see if they have any queries, and to find out about travel arrangements
- Webmaster
 - Oli congratulates Warwick on their speedy returns of their competition results.



- Mark, David and Alex all raise issues with the rope throw results (believing there are errors in the results for teams from Nottingham, St Andrews and Old boys).
- Oli states that nothing that can be done as it's now too late; clearly there was a procedural failure.
- Oli suggests the main reason for this was a lack of chief timekeeper, Oli will emphasise the need for this in future comps.
- General discussion ensues about the need for a chief timekeeper and their role.
- Ella suggests it was a fault with the chief referee that they did not ensure there was a chief timekeeper and we should ensure in the future that the chief referee is always informed it is compulsory to have a chief timekeeper. Committee feel this should just be taken as a learning curve.
- Oli states since the last meeting has been a lot of code development for sportleague which is now in place
- Oli is in progress of updating champs code which will be in place in time champs 2013
- Oli thinks BULSCA in general are getting better at putting events up on the BULSCA website
- Oli suggests the most important update is the deadline for the event entries for BULSCA national championships which is the 10th March, this is a fixed deadline, as only 4 days Oli and David leave for Bath, and a lot needs to happen.
- Oli suggests that after the deadline that he will give a couple of events to each committee members to check for gross entries/ that the automatic draw is sensible. Committee are happy with this. Will be done the Monday before champs, so clubs can then put in amendments Monday/Tuesday, so final draw can be produced Wednesday/Thursday.
- Champs
 - David has received entry for the BULSCA national championships from bath today.
 - There is some discussion from the committee over the late entry fee we should charge. Alex suggests if there was no valid reason given for their late entry the committee should charge the later entry fee previously agreed.
 - David confirmed no reason for late entry had been given, so the committee agree to charge the late entry fee previously agreed.
 - David lists that we now have entries from:
 - Southampton (12)
 - Warwick (12)
 - Swansea (12)
 - Loughborough(12)
 - St Andrews (8)
 - Nottingham (12)
 - Plymouth (12)
 - London (12 - now 8)
 - Oxford (5)
 - Birmingham (12)
 - Bristol (10)
 - Bath (8)



- Neuchatel (6)
 - BRNO-Mesto (8);
 - Individuals - One from Sussex; One from Sussex/Crawley; One from Leeds; Two London alumni
- Discussion ensues between David and Alex regarding costs about entering scratch teams on the Sunday, no consensus is reached. The issues will be addressed another time.
- David needs to send names of SERC setters to judges panel.
ACTION 2.9 David to send names of SERC setters to judges panel
- David has booked the scout hut in centre of bath for Saturday night as accommodation for £156.
ACTION 2.10 David to confirm scout hut booking and pay for booking.
- RNLI- David has heard from the RNLI who are very happy to come back, they are very keen this year to run a wet SERC.
 - David would quite like to happen, but raises the issues that this proposes logistical problems.
 - David suggests that solutions are to run wet SERC's in two tanks- but then we lose the chance of 50m pool SERC'S. An alternative would be to run the SERC's consecutively, as 2 teams could be run in the RNLI SERC at the same time. Nicola suggests this then wouldn't be consistent. Option 3 would be to say thanks but unfortunately it wouldn't work logistically, and ask them to run a dry.
 - Oli's personal view is that holding a separate isolation wouldn't be a big problem. Oli would suggest that an RNLI wet SERC might be quite spectacular and would be worth it to run 2 tanks.
 - Mark says from a competitor's point of view he thinks it would be good if logistically possible, but should not be run as 2 tanks consecutively due to people being able to copy other teams and gain an advantage. Nicola is also worried about interference between the SERC's.
 - Ella is worried about teams gaining an advantage after seeing the next SERC if the wet SERC and RNLI SERC are run side by side.
 - Nicola suggests that to counter this we run the RNLI and Wet SERC side by side with each run whilst the other is setting up to reduce the risk of teams gaining an advantage. This was met by a positive response from the rest of the committee
- Medals- in previous years we have done our own custom medals for champs, committee agree we should continue this going forward.
- David now have 13 judges signed up
- Treasurer
 - Champs 2014- Alex has been investigating alternative pools without much success- all the pools he has found have all been too expensive or not available on the agreed date. Alex asks whether the committee feel he should continue to phone around or book Bath.
 - The committee we would like to have a booking in place 12 months in advance.
 - Alex states he has mainly been looking at midlands based pools but could look elsewhere.
 - Oli states that a big advantage of Bath is that all rooms are free to hire.



- Alex agrees to carry on investigating in the next few weeks, and will feed back at the end of the month.

ACTION 2.11 Alex to seek venues for BULSCA champs 2014

- Alex states that London have asked for a refund for part of their champs entry as they no longer need 12 places. The committee's consensus is we should not refund money for entry, however Oli suggests they could use their allocation of places for London old boys. Committee agree this would be acceptable.

ACTION 2.12 Alex to inform London of the committee decision regarding champs entry refund

- Based on provisional numbers from last year's event Alex thinks we are track to make a small profit, however van hire and printing are yet to be included.

3. AOB

Next meeting 4th March 8pm

Meeting closed at 21:49