

# British Universities Lifesaving Clubs' Association

Minutes from Mid-Season Meeting

University of London Union

1<sup>st</sup> December 2012





### **In attendance**

BULSCA Chair: Ella Hunt  
BULSCA Secretary: Mark McCorquodale  
BULSCA Treasurer: Alexander Blandford  
BULSCA Development Officer: Nicola Keenan  
BULSCA Championships Coordinator: David Brown

Loughborough University: Chris Cox  
University of Birmingham: James Newbon and Sam O'Connor (and Luke Peel observer)  
University of Bristol: Catherine Baldwin and Alice Charteris  
Oxbride: Craig Spears  
London Universities: Ellen Moore Shaun Dolby  
University of Nottingham: Daniel Harris and Laura Outhwaite  
University of Southampton: Danni Burton and Adam Proudley  
University of St Andrews: Edward Woodhouse  
University of Warwick: Adam Martin and Scott Chamberlin-Wibbeke (and Ed McCutcheon observer)  
University of Bath: Laura Mitchell and Marc Glenn  
Swansea University: Josh Hale

RLSS representatives  
National Youth Engagement Officer: Lee Heard  
Youth Advisor to the Management Board: Chris Harper

### **Ella called the meeting to order at 9:37**

#### ***1. Apologies***

Plymouth surf lifesaving club and Oli Coleman (BULSCA Webmaster).

#### ***2. Approval of previous minutes***

Proposed by Sam (Birmingham), seconded by Chris (Loughborough)

For: 11

Against: 0

Abstentions: 0

Minutes accepted

#### ***3. Matters arising from minutes***

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

Not done

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

Action 3.2 Secretary to clarify rules regarding submitting SERCs to include committee.

Done



Action 3.3 Webmaster to update email list descriptions on the BULSCA website.  
Not done

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

Action 4.4.1 Webmaster to remove non-active clubs from BULSCA website  
Not done

**ACTION 3.3 Secretary to removed non-active clubs from BULSCA website**

Action 4.6.1 Webmaster to update BULSCA website with a search box  
Done

Action 4.7.1 Rachel Bigwood to return gates to Riverhouse  
Unsure- to confirm

**ACTION 3.4 Secretary to confirm Rachel has returned gates**

Action 7.1. Webmaster to update on BULSCA website. (Regarding formation of Oxbridge team)  
Done

Action 9.1 Secretary to change constitution (regarding committee restructuring)  
Done

Action 15.1.1 Secretary to ask clubs to submit proposed dates when sending out the invites to the general meeting  
Done

Action 15.4.1 Judges' Panel to provide another candidate at the general meeting.  
Done

Action 15.6.1 BULSCA committee to come up with date for Freshers' competition and publicise it well before the general meeting.  
Done

Action 15.7.1 Dan Harris to take RLSS welfare course  
Not done-RLSS not got back

**ACTION 3.5 Dan Harris to take RLSS welfare course**

Action 15.7.2 Chris Harper to send Dan Harris the new updated RLSS welfare guidelines  
Not done

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

Action 15.7.3 Dan Harris to read guidelines.  
Not done

**ACTION 3.7 Dan Harris to read guidelines**



## 4. Officers reports

### 4.1 Chair

The first half of the season has seen two successful and well attended competitions in Southampton and Bristol. My thanks goes to all those involved in the organisation of these competitions for their hard work and effort. The quality of the competitions and SERC's remained high and my expectation is this will continue with the efforts of the clubs, judges and individuals involved. I will look to work with you all to maintain good numbers of team entries at competitions for the rest of the season and for BULSCA and myself to support you in any way possible. I also intend on working with the judges and BULSCA committee to ensure that you receive feedback after every competition. I believe this is not only useful at an individual club level for development and training but as a collective this feedback increases quality of SERC's, competitiveness and sportsmanship in Lifesaving.

The BULSCA committee have been working hard since coming into their role. To start we had an investigation to undertake and difficult decisions to make. I would like to take this moment to thank all those involved, from those in the BULSCA committee to the individual clubs. Your effort, understanding, and maturity in dealing with this difficult situation were greatly appreciated. Some recommendations have arisen from this and I will look to ensure BULSCA takes these into consideration and learns for the future. The individual committee members have been active in their roles taking on additional responsibilities and tasks far greater than expected of them. I hope you will join me in supporting them for the rest of the season and thank them for their hard work.

### 4.2 Secretary

- Submitted articles for 2 editions of RLSS magazine
- Very grateful to club/individuals that have agreed to send articles to me BUT please can clubs/individuals ensure if they do agree to write an article that they actually do or let me know that they're not going to
- Have updated constitution once and competition manual twice. Note: clubs should be aware there are more changes to the constitution that agreed at the AGM- previously the most recent version of the constitution had not been published, hence additional changes exist from the previous published constitution (changes are with regard to eligibility).

### 4.3 Treasurer

- From a finances point of view the main income has been membership fees which have been received from most clubs (need to check for Bath and Swansea). Also income has come from the judges course but expenditure on the course counters this. £100 has been paid for deposit for champs.
- Has been trying to work on moving bank as at the moment we can't get online access to our account.
- Organised judges course, full with 12 candidates, to increase participation with judges for competitions. Would like to see one run again next year.
- This year the champs entry fees went up by £1.50 per person. There were 2 reasons for this- inflation (the cost has £30 for 4 years, it is unsustainable to keep



it at the same rate when some costs increase year on year) and to cover additional pool time booked for champs (and to have a bit more financial security when it comes to champs).

- BULSCA membership fees also increased this year due to inflation and to subsidise other things such as judges courses etc. At the moment BULSCA have very little funds to put into activities, and in the future we want to work towards being able to put down a deposit for champs, which will require us to build up funds over time.

#### 4.4 Development Officer

- Report from appeal regarding 'freshers' comp
- Contact with clubs regarding NPLQ and NBLQ courses, so BULSCA can advertise to other clubs to get members from other clubs to attend.
- Contact with new clubs UWE, Cumbria, -hope to get the new clubs involved for next year
- Hosted a Skype for chairs just before the season started. Feedback from clubs that attended was that it was useful, but only about half the clubs attended. Clubs agree another should be held after the AGM for new and old chairs of chairs and potentially one in September for new chairs only.
- International team contact for champs. More info to be spread in isolation.
- Plan to update BULSCA members with future international exchanges for the summer and help with the organization of a beach weekend

#### 4.5 Webmaster

- Since the AGM a number of developments have been made:
  - You will have noticed that the spreadsheet now highlights 1st, 2nd and 3<sup>rd</sup> and individual clubs.
  - New PDF's for Student Speeds have been created. David will demo some of these in his report
  - I have worked hard with the RLSS to input as many result from 2011 and 2012 as we can into their new sports league. This will include relays for 2013. So I encourage clubs to provide accurate RLSS numbers and DOB to allow this to happen. Ed will speak in AOB to you about how we possible make it easier to enter normal league comps into the sports league for you.
  - Issue with comp date being the first of the month has been fixed
- Future developments:
  - Finish the modifications required to integrate the relays into sports league
  - Work with David to allow a smooth and efficient entry into champs.

#### 4.6 Championships coordinator



- David demos new forms for champs, produced to be club specific which show your specific club's competitors in each events, with heat and lane allocations, with space to allow times to be recorded
- Organisation of the 2013 Championships is proceeding well.
- The pool booking was confirmed back in July, and our pool time has been extended from last year, particularly on the Saturday to allow for a warm-up and more flexibility with scheduling.
- Food and social venue has been booked and confirmed. This will be in the same place as last year, with a similar arrangement for food. Social details are still being decided.
- Accommodation booking is currently in progress. I'm looking at the same places as last year to start with.
- After some discussion with the rest of the committee, the deadline for non-BULSCA clubs to enter has been extended to the end of January.
- International teams have been invited once more, since their attendance last year seemed to be a success.

### ***5. Provisional competition dates for 2013/2014***

Mark (Secretary) reads out dates received from clubs and queries lack of submission from Southampton- Southampton aren't sure if they will be able to book a time or not due to issues with their union.

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

The main issue with provisional dates appears to be potential clashes of dates in March.

Adam (Warwick) asks if there is a limit to league comps that can be held in the year. The committee thinks the limit is 8 but the committee can accept more at their discretion.

### ***6. Paper A- SERC submission deadline***

Those in attendance are happy to go straight to a vote. Move to vote proposed by: Teddy (St Andrews), seconded by: Shaun (London)

For: 11

Against: 0

Abstentions: 0

### ***7. Paper B and C- GM proposal Champs Awards Eligibility***

#### **7.1 Proposal on Champs Award Eligibility**

David (Champs co-ordinator) gives an overview of the proposal:



Last year at the GM Joe Scurrah put forward a motion to restrict awards given at champs to students, but which awards was not clarified. The committee discussed this and felt it was too restrictive if it would apply to every award. Reasons are given in supplementary handout. Main reason was it would act to restrict entry from non-student teams which could have a financial implication for the running of champs. The committee came up with an intermediate system outlined in the proposal.

Vote is held to move proposal straight to a vote:

For: 8

Against: 1

Abstentions: 2

Chris (RLSS) questions if the Sunday trophy for students will be determined by ranking against only student teams. David (Champs co-ordinator) confirms this.

Vote for proposal:

For: 11

Against: 0

Abstentions: 0

Motion passed

#### 7.2 Awards for non-student counting teams

Shaun (London) proposes a 'separate trophy for non-student counting teams for student championships'. Seconded by Nicola (Development officer)

Discussion ensues on the feasibility of a trophy and whether an award is sensible when there may be limited teams. There is consensus that certificates would be sufficient for this purpose.

Proposal amended to 'separate award for non-student counting teams for student championships'.

Vote for proposal:

For: 10

Against: 1

Abstentions: 0

Motion passed.

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

### ***8. Paper D- BULSCA code of conduct Disciplinary Procedure***

Committee recommendation is to accept without discussion.

David (Champs coordinator) explains proposal:



In our current competition manual we have a code of conduct which is quite long and expansive for whom it covers, and sets standards for expected conduct, but there is nothing to penalise breaks of this. Both ILS and RLSS have stipulated penalties for breaches in expected conduct, in the RLSS this is simply a straight DQ from the event. The proposal is that at this meeting we agree to implement a system of penalties and then discuss what they might be either afterwards or at AGM. He has already implemented some rules to cover this in champs rule to cover the champs this year.

A vote is held to move proposal straight to a vote:

For: 11

Against: 0

Abstentions: 0

Vote on proposal:

For: 11

Against: 0

Abstentions: 0

Proposal passed

Rules to penalise those that break expected code of conduct are to be proposed at Loughborough.

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

### ***9. Paper E- SERC Briefing- Time Increase***

Luke (Birmingham) explains the justification behind the proposal:

The proposal is designed to increase the level of realism and fairness of SERCS for competition by increasing brief length. Basic information often given in a brief is already known in real life and reading ability should not be assessed in competitions. He is aware sometimes a time limit is set to keep a competition running to schedule, but this time limit proposed should not affect the running of competitions as it is within the time limit for SERC's.

Following a query Luke clarifies the proposed min time limit is 60 seconds.

The recommendation provided by the committee is to reject with discussion.

Josh (Swansea) suggests an amendment such that an email containing the brief is sent out in advance of the competition. Luke rejects this amendment.

The committee explains they recommended rejecting the proposal on the grounds it might be better for the judges panel to monitor the time set for a brief by making it a rule that a time limit is set for the brief when submitted to the judges panel, which is then monitored.

Chris (Loughborough) proposes an amendment that you have an allowance of 1 min for the SERC brief and can end this time early if you so wish. Luke rejects this amendment.



Birmingham asks if a submitted time limit for a brief already go through the judges panel. Shaun (London) says at Bristol he was informed by a referee to set a time limit for the brief, but not through the judges panel.

Nicola (Development Officer) adds that the committee's suggestion to enforce a time limit for the SERC brief when submitting SERC's to the judges panel has been supported by the judges panel.

Alice (Bristol) wary of ending SERCS brief early from the specified time allowed from a logistics point of view.

Bath are wary of leaving the decision solely to the judges panel, as there is no guarantee this issue is solved.

Alex (Treasurer) counters that the judges panel look at so many things, if we stipulate everything they must consider it would be totally impractical and adds we trust them to manage good SERC's anyway, can we not trust them with this?

Dan (Nottingham) proposes amendment that 'SERC setters must submit a time to read the brief to the judges panel which judges then comment on and discuss, and ensure that the time allows all teams to glean all relevant information from the brief.' Luke (Birmingham) accepts amendment, rescinding his original proposal.

Josh (Swansea) suggests an amendment that the judges tell captains approximately how long the brief is and what the suggested time limit is in the captains briefing. Luke (Birmingham) rejects the amendment.

Nicola (Development officer) proposes an amendment to add 'If the proposed time is accepted by the judges panel it will stand and be given at captains briefing'. Luke (Birmingham) accepted amendment.

Alex (Treasurer) asks why put the time limit in the captains briefing if captains have no control over the time limit. Birmingham responds that teams can put in a pre-competitions protest if they don't think this is suitable.

Dan (Nottingham) proposes an amendment to remove the reading out of the time limit for the brief at the captains briefing. Proposal now stands as 'SERC setters must submit a time to read the brief to the judges panel which judges then comment on and discuss, and ensure that the time allows all teams to glean all relevant information from the brief.' Luke (Birmingham) accepts amendment.

London propose moving to a vote, Dan (Nottingham) seconds. Vote on proposal:

For: 9

Against: 0

Abstentions: 2

Motion passed.



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

### ***10. Paper F and G- Beach Weekend***

Bath have talked with a number of clubs about trying to run a BULSCA beach weekend, as was done in the past. Those involved have contacts with beach lifesaving clubs but plans are still at a discussion stage, so Bath want to gauge interest within BULSCA for beach weekend covering beach lifesaving sport and sea-safety.

Weekend will cover competition and designed to be fun, qualifications aren't really viable in the time period. Bath are looking to decide upon a date for the trip with a preference for the bank holiday weekend, but will consider clubs exam periods.

#### **ACTION 10.1 Secretary to send club exam dates to Bath.**

Bath have applied for funding from RNLI and are waiting to hear back from them, without funding would the cost would be approximately £45 per person.

Bath clarify it would be a trip that individuals could attend if the response from their club wasn't great.

St Andrews query if external funding could be used to subsidise transport? Bath confirm this is not an option.

### ***11. Paper H- Introduction of a fundraising opportunity***

Lea (RLSS) explains the context:

Whole point of this was to help BULSCA and clubs themselves raise money. Community outreach programs have been re-designed. Community instructor qualification is now £10 which includes an assessment for life-support 3 and 6 months RLSS membership so clubs can then do local courses with the qualification, giving them the opportunity to raise funds. Two models:

- Clubs buy resources then charge the community to do the course.
- Or clubs get resources from the RLSS for free then ask for donations from those attending the course. Research has shown that donations are typically £3-4. All donations have to be sent to the RLSS who will subtract the cost of the course materials, then pass on all proceeds back to the club in questions

If the scheme is successful the RLSS may be able to provide £2000 worth of materials to BULSCA committee free of charge which clubs could then buy off the committee for cost price, to benefit BULSCA.

The committee provides the conclusions they came to prior to the meeting:

The committee liked the idea, but BULSCA is an independent body and shouldn't benefit from the work of clubs. If individual clubs wanted to do this directly that would be great, but it should be clubs themselves and not BULSCA running courses.



Nicola (Development officer) adds that Loughborough have experienced save a baby courses etc, which were really well delivered and the club are looking to set up a course in Loughborough soon.

If clubs are interested they should contact Lea Heard (RLSS) or Chris Harper (RLSS) for more information.

## ***12. A.O.B***

### **12.1 Spanish Easter lifesaving trip**

Mark (Secretary) briefly explains the issue:

A private company, sportsvest, wishes to run a 'lifesaving on tour' trip to Spain. The company wish to run a tour comprising of both competitions and socials would like to introduce lifesaving as an additional sport to their program and may have already contacted clubs. The company is looking to run a pool based competition but have no experience of organising lifesaving competitions before and therefore are looking for help, and may be able to compensate financially any help provided for organizing the competition. The BULSCA committee does not wish to be involved with this venture but are happy for others to take it up. Miles (Plymouth) has let me know he has agreed to organise the competition for the company, but would like help from clubs, if you are interested please get in contact with him.

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

Chris (Loughborough) a number of clubs at Loughborough use sportsvest; their response is the tours are very enjoyable but works better if more clubs attend.

Nicola (Development Officer) suggests as this year we have a lot going on that we try to focus on 'in house events' and then if successful go to others things.

Birmingham add that last year their water polo club wished to go on tour with the same company, but it was cancelled because participation from other clubs wasn't great enough, there is general discussion that attendance will be great enough for the scheme.

### **12.2 Encourage clubs to get members to think about standing for committee**

Mark (Secretary) explains that he feels it is important that undergraduate members stand for committee so that the views of students are fully represented in the BULSCA committee, currently levels of undergraduates standing for positions in the BULSCA committee is low. Wishes for clubs to encourage their members to consider if they are suitable to stand for a position.



Teddy (St Andrews) asks if handovers would be better in the future than they were several years ago. Ella (Chair) responds that the committee will produce packs for handover and the current committee do a lot a Skype meeting and are in regular contact with each other to provide support.

If club members want to know more about what each role specifically entails they can email the committee.

### 12.3 RLSS Sports league

Ed (Warwick) explains the concept of the RLSS sports league and wants to know, on behalf of Oli (Webmaster), if clubs want BULSCA to facilitate the submission of times for normal comps.

Mark (Secretary) states this has been discussed by committee who came to the consensus if clubs care they'll do it themselves and there is no need for BULSCA to facilitate this.

Some concerns are raised by clubs about cheating by submitting false times to the league.

Chris (RLSS) explains the league is about comparing times against others as a benchmark of ability, and you can tell if someone enters a false time.

Show of hands is conducted to see if clubs would use it:

Yes: 6

No: 5

Therefore majority of clubs would potentially be interested.

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

**Meeting closed at 11:32**