

British Universities Life Saving Clubs' Association

Mid-Season General Meeting
Minutes 2016-17





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Jamie Shone: BULSCA Chair
Hannah Smallwood: BULSCA Secretary
Rob Forster: BULSCA Treasurer
Harry Withers: Data Manager
Luke Peel: BULSCA Championships Co-Ordinator
India Pollard: Communications Officer

Nottingham: Bradley Hague and Alex Collard
Southampton: Charles Thomas and Richard Evans
Bristol: Jared Wray and Sophie Priddis
Birmingham: Dale Stroyde and Patrick Mackie
Loughborough: Frankie Bale and Abbie Collins
Sheffield: Helen Morris and Ellie Simms
London: Saw Ran Sing and Valerie Ngow Yingli
Warwick: Rebecca Ewers

Meeting called to order at 9:06

1. Welcome and Apologies

Jamie welcomed everyone to the meeting. Apologies have been sent from Swansea, Oxbridge and Plymouth.

2. Officer Reports

Jamie (Chair): Jamie explained that he began his role in May following the AGM. He began by seeking feedback from clubs using a form which would allow the committee to be tailored towards what clubs want. He is currently writing a document for it. Jamie explained that his role has been challenging since October but he has learnt good lessons and has been happy with the comps that have taken place. Unfortunately London and Sheffield comps were cancelled and an update on those will be mentioned later. Jamie said that the A league is very exciting with only 3 comps left. He finished by explaining that the committee is here to help clubs and if we don't know of the problems we can't help.

Rob (Treasurer): Rob is currently situated in Belfast so has not been around in person as much as he would like. He has sorted out the bank account so the current committee have control of the accounts and can sign cheques. He has set up the BULSCA development fund to aid BULSCA in purchases such as a Championship trophy. Rob will be sharing the link today. He thanked the clubs for their membership fees and said that Nottingham were the fastest.

Emily (Development Officer): Emily begun a SERC folder at the start of the year and mentioned it would be good to get some feedback from it. She also organised a judge's course taking place in Nottingham. Emily was organising going to the competition in the Czech Republic but it has been cancelled and not be happening again due to low turnout unfortunately. Emily hopes that she can organise another judge's course in the next few months. She will be sending out a poll got the best dates to run the Boot Camp.



Hannah (Secretary): Hannah said that she has been keeping the minutes from the committee meetings up to date and ensuring they are on the website. She also organised the GM and produced the summary of the Competition Manual. She has also arranged for Colwick Park Lifeguards to come and talk to competitors during isolation.

India (Communications Officer): India has been ill but is now well. She has been communicating when competitions are and providing members with information about them. She has also been posting things on Instagram.

Harry (Data Manager): Harry has been working with competition organisers to ensure everything is ready for the competitions. He has also been keeping the website up to date and, with Oli's help, has been learning how to use the website. He has aimed to get files up on the website fast.

Luke (Championships Coordinator): Luke said that Champs will be at the Welsh National Pool in Swansea this year as Bristol and other pools are fully booked. He suggested that the pool should be booked a year in advance in future. Swansea's pool is really nice and the whole centre has been booked out for the weekend. He said that entry forms will hopefully be released next week. The RNLI have been invited and they are interested but Luke has received no news yet. Luke said that there is a Facebook event which clubs should encourage members to join to get updates. Luke has a t-shirt and hat bundle which he will be announcing today. He says that he has samples with him if anyone wants to try one on.

3. Approval of AGM minutes

Oliver Coleman proposed acceptance and Dale (Birmingham) seconded.

Approve: 8 Reject:0 Abstain:0

4. Matters arising from AGM Minutes

After reviewing the AGM minutes there was only an action point for Proposal 1, all were happy with the outcome.

5. Proposals:

5.1 Purchase of SportsSys for BULSCA

Oli explains that processing is key and this system is more automated whereas before it took 7 days. If a change or substitution was made to a competitor before it was difficult to let everyone know whereas this system makes things easier. Oli goes on to explain how it will empower competitors and enable them to download splits directly and live. The software can be personalised and will mean no more paperwork. It will also update as we go.

Frankie (Loughborough) asked how much would it cost to which Oli replied £390 but to buy the same software from other companies such as Meet Manager would cost £555.

Helen (Sheffield) asked why the cost was being put onto competitors but the committee said that it is not being passed onto competitors and Champs will not go up in price as a result of this purchase. She also asked whether other people can use it and who owns it to which Oli replied that BULSCA will own it and it is not an easy system to understand but it is easier than the current system which only Oli can use. He said that someone would require a year of shadowing before they could use it. There are help files available and as Luke pointed out it is difficult but commercial so there is help.

Frankie (Loughborough) then asked would this 100% avoid errors to which Oli replied no but this



was the first year in 9500 pieces of data that an error has been made.

Bradley (Nottingham) asked whether it was a one-off cost to which the answer was yes and there are no renewal fees. Loughborough asked whether this could only be used at Champs to which Oli responded that it can be used for any speed event such as a mini club champs which would be encouraged. Oli would attend to administer the software. Alan Sutherland clarified that BULSCA would have to run the event on behalf of the club.

Harry (Data manager) asked whether someone could sit with Oli from the start as he said it is worrying that he is the only one able to use it. Oli says that Scott is keen and understands how Champs works.

Proposed to move to a vote

Approve: 7 Reject: 0 Abstain: 1

5.2 Championships Rules Update

Luke explains that the Champs rule book is updated every year but it has not been updated for a couple of years. He says there are two main changes that he has changed;

1. The entry requirements are now only survive and save, NPLQ, and NBLQ.
2. Order of events. Due to the change to the rope throw relay to 4 x 10m relay this will now go first. The change is to make the most efficient use of time.

Cathy asked why it is 10m to which Luke said that we always follow the RLSS speed rules and it allows RLSS records to be achieved. Jarad (Bristol) asked whether the Arastat is valid and the answer was it is not. It was also said the rope throw is a made up event and we should not be making it easier as teams have been throwing better this year. He said it would make it less competitive.

Alan asked whether the order of the events needs to be in the rule book so long as it makes the most effective use of time. Oli answered that previously the optimal order has been worked out to keep most competitors happy. It is also always rope then obstacles. It is always released every year. Helen (Sheffield) asked for clarification on whether it has only been updated for mixed aged groups, the answer was it is mixed for nationals and speeds and does apply to us. Chris Harper said that the proposal is not to do with the line throw as that is an automatic acceptance unless there is a separate rejection. He also pointed out that it is now called the NVBLQ not the NBLQ. Luke accepts the amendment to change NBLQ to NVBLQ.

Approve: 8 Reject: 0 Abstain: 0

5.3 Update BULSCA committee travel allowance

Rob explains that he has updated the finance policy as it has not been updated since 2008. There was a travel allowance of £30. The committee are proposing this is increased to £40 in line with market changes. Rob explains the money is for the BULSCA committee when traveling on official business. Cathy asked whether the amount is once per year, Rob says it is £30 per claim and it can be used for speakers to get to the boot camp too for example. Chris Harper says that it probably hasn't cost BULSCA much money and has only been used a couple of times since 2008.

Approve: 8 Reject: 0 Abstain: 0



5.4 Update BULSCA Financial Policy

Rob explains that it was in fact 2010 that it was last updated. The owner is now BULSCA and we are with Lloyds not NatWest. Rob also said that he has tracked down the Paypal account and it is empty so it was agreed that this should stay in the policy. Cathy mentioned that Rob has left in the section about releasing the midseason accounts but hasn't released them, he will do annual accounts released in April. The Appendix will also be removed.

Amendment: Change finance policy 2.11.5-2.11.6 to treasurer will produce finance report at GM and AGM

Amendment approved.

Proposal taken to a vote;

Approve: 8 Reject: 0 Abstain: 0

5.5 Preliminary competition bookings before the AGM

Helen explains that this proposal is to limit the reasons why competitions are cancelled. Clubs can provide proof of availability for bookings and use in context of making a decision. They explain that a club should not be rejected for not having evidence of availability but it will allow bookings to be made the Monday after the AGM and book them effectively and efficiently.

Bristol say that it could mean that those who are unable to identify availability are lower down on the list. They also point out that most of the moves this year are not due to this problem. Helen explains that it is to create certainty and if a club can't book that far in advance then it will be available for that date. Oli mentioned that commercial pools need to be booked months in advance whereas university pools are often booked for that academic year. Chris Harper mentioned that you could end up with a skewed calendar as you don't know other available dates.

Cathy Owles said that it is no different to inflation changes to cost. It is a move towards people doing the right thing. Sheffield explain that it is to provide more information to make a decision. Oli Coleman suggests there is a box on the competition application form rather than a proposal. India (communications) and Hannah (secretary) pointed out that Warwick had to rearrange a couple of years ago due to the social no being possible so what bookings are required for this proposal? Harry asked what the evidence would look like to which Helen replies that it can be as little as an email. Harry then says that someone can then book it later. Oli Coleman points out that Birmingham can't book until BUCS dates are release as they can't book the pool the weekend before. It is then said that it is done to encourage the right thing. Nottingham say that clubs could just bring the evidence anyway without the proposal. Loughborough ask whether one competition would be chosen because they have this evidence. It was said that it is not required but useful.

Amendment: provisional booking to proof of availability

Approved: 2 Reject: 4 Abstain: 2



6 Judges panel review

Chris Harper explains that clubs need to approve one point today which will change how judges' panel are elected. Chris spoke about how the judges panel formally sign off written SERCs and also write the rule book. They are responsible for the interpretation of the rules. Chris next spoke about what is required to be eligible to be on the BJP and how a minimum of 3 people must be on the BJP. There are however usually 4 members. The term length and maximum term length were defined as well as the way members are removed and monitored. Next Chris spoke of the process of appointment which involves applying for the role, being interviewed by the current panel who will recommend a candidate. The result is passed onto the exec committee. Chris explained that if there are less than three members on the BJP then the senior officials review the SERCs, although this has not yet happened.

Chris would like the clubs to vote to use the new system at the AGM. Cathy Owles asked whether we can see it before the AGM to which Chris replied that it will be released when it is going to be provisionally used. Oliver Coleman asked whether the candidate can appeal a rejection. Chris said yes if the committee rejects and the panel still thinks the candidate is suitable then the committee can hear from the candidate. Oliver Coleman also asked what the probationary section says. Chris replied that it details that the new member is first copied into the review to see how it works, then their first review is shadowed and signed off by a senior member. If they are not signed off then the rest of the panel review the emails so things can be fixed. The term length is two years after which they can be re-elected every year up to 4 years.

Vote on using the new system:

Approved: 8 Reject: 0 Abstain: 0

7 AOB

Stephanie Wilson posted on the Facebook page. Jamie explained that she is the medical officer and is here to help SERC setters. There are some fundamental flaws and many undefined things. Her role needs defining.

Alan Sutherland said that only 73% of BULSCA officials hold a Life Support 3. Others have been tested to confirm knowledge, in the pathway it says it is required.

Chris Harper said that BULSCA officials need to tell the BULSCA secretary when their status changes

Oliver Colman said that SERCs have been sent very late to the judges panel recently. If they are sent earlier it is more likely the SERC setter will have the SERC they want. He also pointed out that they should be sent to bulscajudgespanel@BULSCA.co.uk.

Cathy said that an online vote has been mentioned in the minutes. She said it would be good to email the results out and tell the panel about the changes. She also said that everything goes to the chairs and it would be good to send information out to other people.

Sheffield asked whether the money from the GoFundMe page would go towards trips such as BULSCA members doing lifesaving initiatives in other countries. Rob said yes, the individuals could apply for the money. The money could also go towards judges' official courses which



benefits BULSCA. It was said that it would be good to have an application form on the website which could be used to apply for the money. The money should be used to upskill and develop the BULSCA community as more people are likely to give if that is the case.

London explained that their comp was cancelled due to pool closure but they are unable to hire the pool again on a Saturday but they have been offered Sunday. People at the meeting generally agree that a Sunday would be fine.

An action to find someone to help with the scoring system for 2018 was put forward.

New welfare officers are also required.

Nottingham and Bristol put forward a proposal regarding the rope throw relay at BULSCA Champs.

“I propose that the change to line throw relay at the BULSCA national championships (being now 10m rather than 12.5m) should not be implemented at this moment in time – Bradley Hague, Nottingham President.”

Bradley said that this proposal was put forward as the 10m line throw relay would make the event too easy. The proposal was amended to:

“We will follow the 2017 RLSS speed rules with the exception of the 4 x 10m line throw where we will use a distance of 12.5m instead of 10m”

Luke pointed out that the crossline will be solid and the 10m and 12.5 metres will be at opposite sides of the pool

Vote on proposal:

Approved: 3 Reject: 4 Abstain: 1