

President – Mr R Downing

## ASA SW Open Water Committee Meeting Minutes

Draft subject to approval at the next meeting

Held on Wednesday 28<sup>th</sup> October 2020 via Zoom

	Action
<p><b><u>Present:</u></b></p> <p>Sue Dors (SD); Virginia Pereira (VCP); Anastacia Pereira (AP); Gerry Griffin (GG) Dorset; Brian Armstrong (BA) Gloucestershire; Justine Lawrence (JL); Dan Bostock (RMB Member); Kelly Podbury (KP) Competition Secretary; Alison Browning (AB) Devon, Nikki Taylor (NT) Somerset.</p>	
<p><b><u>Apologies:</u></b></p> <p>None</p>	
<p><b><u>Secretarial Role</u></b></p> <p>BA informed the meeting that the previous Secretary had resigned and he would be undertaking the role temporarily until a new secretary was appointed. The committee was asked to help find a new secretary and follow up with any contact they may know who would be prepared to take on the role. NT asked what the role entailed and BA indicated that it would be primarily meeting minutes and correspondence, but could include other tasks as appropriate.</p>	All
<p><b><u>Matters Arising from Previous Minutes</u></b></p> <p>Many of the matter arising are now moot due to the current Covid-19 situation, including the cancellation of the meeting scheduled for April 22<sup>nd</sup>.</p> <p>The entry and results system – GG and KP indicated that they were happy with the system and it could be used for the next championships.</p> <p>Sue confirmed that condolences were sent to Tom Watch's family.</p> <p>BA to update typos of 17/02/2020 and send to SW Office. This should make us up to date with meeting minutes.</p>	BA, Completed

<p><b><u>Correspondence</u></b></p> <p>BA noted that a number of coaches had inquired about open water coaching and they were directed to online courses that were being run by Paul Smith and others.</p> <p>VP noted that Paul Kendall had requested provisional dates for the 2021 Championship. Paul was also confirmed as the national point of contact through the leadership group since Sharon Lock was no longer with Swim England.</p>	
<p><b><u>2021 Regional Champs</u></b></p> <p>A provisional booking has been made at Lake 86 for Saturday July 3<sup>rd</sup>.</p> <p>BA noted that there had been a few open water events later on in the season, but they were not mass starts and chip timed. It was noted that this could be the required format for next year too.</p> <p>NT said that she had contact with DB MAX events (Melksham) who supplied chip timing equipment and that she could discuss availability and costs for the 2021 event. GG noted that an in-water start/finish may compromise some suppliers who may not be able to facilitate this. VP indicated that the gantry would be available.</p> <p>Accommodation – SD to contact Justine to see if the from three hotels in the Wiltshire area previously identified would be possible for the 2021 event.</p> <p>Discussion around the distances for the championship resulted in the retention to the usual 1k taster, 2k, 3k, and 5k unless there was a request for alternative distances from Swim England/British Swimming to allow competitors to have warm up races/qualifiers for international selection. In such a case the committee would revisit this issue.</p> <p>GG asked if there was the potential for a 10k event which, if we were required to run a 7.5k event, could be run in parallel. This was discussed but time limitations may preclude a 10k event. Another suggestion from SD was that, given there are no sea swims within the SE calendar as there are no plans to bring our championships back to Weymouth, there may be scope for an event at this venue in September when sea temperatures are close to maximum. This may be an opportunity for SE/BS to have an event where elite swimmers could gain UK experience. BA to talk to Paul Kendall to see if such an event would be of interest.</p> <p>SD asked which of the counties would be willing to add their county championship to the regional event (Wiltshire to be consulted when rep contacted). AB indicated that Devon would likely run their own event at Teignmouth, but all other counties would be willing to run their championships in parallel.</p> <p>BA suggested that it should be possible to create a virtual intercounty event at the championships based on combining the individual results for the events in some way to produce an overall county winner. BA to analyse recent results sets with GG and KP to see how this could work.</p>	<p>NT</p> <p>BA</p> <p>BA/GG/KP</p>

<p><b><u>Finance</u></b></p> <p>SD provided the proposed budget for 2020, but no costs have been incurred for 2020</p> <p>SD went through the costs and identified a number of costs which could be reduced – particularly admin. Development costs would depend on how this is implemented vis-à-vis the coaching situation. SD suggested that the event fees and county contributions not be increased for 2012. SD to get updated prices from the proposed venue and from the caterer.</p> <p>Committee agreed £300 to remain counties contribution towards the event. But there may need to be an increase in the event fee slightly to, perhaps £25.</p> <p>CR noted that no expenditure would be approved until further notice due to the current uncertainties relating to the Covid-19 shutdown and its implications regarding income for the region. Venue bookings should not be made if a deposit is required. Budgets will need to be confirmed sometime in March due to the uncertainty of membership numbers for next year.</p>	SD
<p><b><u>2021 Development</u></b></p> <p>Discussion regarding coaches for development days as well as venues. SD has been speaking with Jo John (Exeter) who had somebody in mind for this role. SD will continue to liaise.</p> <p>NT indicated whilst she did not have the capacity to take on the role, there would be several Level 2 qualified OW coaches working out of her team by March.</p> <p>Committee members were asked to see if they could identify potential coaches for this role and possibly reviewing the advert from 2018.</p> <p>CR suggested that coaches who have open water experience/qualifications could be contacted to see if they would like to receive updates from the committee. This would not be an easy task as the database holding the information does not separately identify open water as a field in qualifications, but she would see if it was possible.</p> <p>Committee also discussed possibility of open recruitment.</p> <p>BA indicated that whilst the norm has been for a regional development days, it might be more appropriate that more local, county based, days can be organised to enable a wider audience and reducing the need to travel large distances, however this was dependent on the new regional coach.</p> <p>CR asked if there was a national talent development plan as it may be required to inform any regional development approach and noted that Richard Blackshaw and Mike Parker are within the talent team and will have input into the ow plan and Grant Robbins is the Head of Talent . NT asked if the development plan could be circulated to the clubs and volunteered to get in touch with the Talent Team re athlete development.</p> <p>CR asked that if anyone from SE HQ gets in touch with committee members that this be relayed to the Regional Office as the contact lists are a little confused at the moment.</p> <p>CR noted that the SE calendar for 2021 is still very much a work in progress with respect to national Covid developments and pool availability and that many youngsters are venturing into the open water environment. BA</p>	<p>All</p> <p>CR/BA</p> <p>NT</p> <p>All</p>

<p>suggested that this may be an opportunity to increase participation on the region and asked the committee to think about how we increase participation within the region.</p> <p>SD also raised the point of developing swim officials. BA agreed that there should be more officials within the region. VP indicated that it was up to the regions to organise officials training, but this could be run in collaboration with other regions. VP and CR to discuss current SE guidelines and if there is pool official crossover and if there would be some on-line component to the training.</p>	<p>All</p> <p>VP and CR</p>
<p><b><u>Asset Register</u></b></p> <p>SD confirmed Register was complete and that all equipment was located in the container at the regional office in Wellington. CR indicated that swim hats should not be on the asset register due their perishability.</p>	
<p><b><u>County Updates</u></b></p> <p><b>Cornwall</b> No report</p> <p><b>Devon</b> We planned to hold the County OW event in Teignmouth as we did in 2019, but postponed the original date to September. We then decided to cancel completely due to many clubs not being back in the pool to train for the event (this was a particular concern for juniors) and also brought us in line with the rest of Swim England competition decisions. Teignmouth Beach Surf Lifesaving Club are still keen to support in 2021.</p> <p><b>Dorset</b> Nothing to report. GG also noted that their OW secretary had resigned and</p> <p><b>Gloucester</b> Nothing to report</p> <p><b>Somerset</b> NT indicated that she had been working with her team of coaches over lockdown and had a large number of new swimmers of all ages at Cromhall. They have been using Bluetooth headsets to coach swimmers in the water and these could be available to other counties or during the development days.</p> <p><b>Wiltshire</b> No report</p>	
<p><b><u>AOB</u></b></p> <p><u>Location of Championship</u> – BA is keen to have more venues within the region to allow better access to more swimmers. Venues include Roadford (Devon/Cornwall border); Lake 86 and Cromhall (Glos/Wilts/Somerset).</p> <p>BA to contact the operators of Cromhall/Roadford to discuss possible 2022.</p> <p><u>Box</u> – BA described box as the virtual storage system used by SE, the Region and the Counties to store documentation and it will be used as the committee’s central repository. CR access is currently limited to a few members, but BA needs to discuss with Stacey detailed operation.</p>	<p>BA</p> <p>BA</p>

<p>BA noted that a Code of Conduct had been circulated and would be required that all committee members need to sign this and return to BA to upload. CR confirmed that a “wet signature” was required.</p> <p>CR reminded the committee that the region was in the process of incorporation and asked that the OW section of the handbook be reviewed with respect to the Rules and Regulations and Terms of Reference.</p> <p>CR also noted that committees should be a maximum of 10-12 people and work should be distributed amongst the county reps.</p> <p>The meeting closed at 21.10pm.</p>	<p>BA</p> <p>All</p> <p>All</p>
<p><b><u>Date of Next Meetings</u></b></p> <p>Provisionally set for February 17<sup>th</sup> 2021 @ 7:00pm via Zoom. BA to contact Regional Office to book slot.</p>	<p>BA, completed</p>