

ASA SOUTH WEST REGION

President C. Elliott

Minutes of the Events Management meeting held on Wednesday 4th February 2015 at the Regional offices

Present: R.Margetts, J.Beard, J.Henry & C. Tremellen

REVIEW OF 2014 COMPETITIONS

Winter Championships:

1. Timing failed on Saturday morning and session was run manually. The gala was then reduced to level 4 by rankings.
2. **Presentations:** these were a bit muddled at times so it was agreed to present any HDW events and para-swimming medals prior to the finals.
3. Juniors not in finals to be reminded that they are required for presentation which will take place immediately after their respective final. Junior awards not to be given out in advance of final if there are juniors in the final, as the results will change in the event of a disqualification.
4. CT to write a protocol for presentations.
5. Unfortunately a glass trophy was broken with glass on the poolside. Agreed that we should not have glass trophies in future.
6. A problem occurred with a club utilising a large area of the balcony for land training. This was resolved but it was noted that there was insufficient room on the balcony for this activity without hindering other people. More barriers are required if possible.
7. **Presentations at Millfield:** it appears impossible to have a 'clean' pool at Millfield and presentations below the scoreboard are in front of Millfield's banners and sponsors. As we cannot clear this area the podium to be moved further across pool. A backdrop was required to put behind the podium at all venues. This needs to be lightweight and portable. CT to discuss with D.Flack.

ARRANGEMENTS FOR SUMMER CHAMPIONSHIPS

8. **Plymouth:**
Pool, timing operator and swim shop all booked.

Need to check there will be sufficient clear shelf space in officials' room.

Need signage for officials room

Announcer to sit outside events room. CT to try and appoint 2 announcers if possible.

Lord Mayor attending on 3rd May

CT to contact Jackie Hilleard to see if there are any young volunteers who could help.

Starters podium – there was a podium to stand on but no lectern. CT to see if an easily transportable lectern was available.

Hengrove:

Pool, timing operator & swim shop booked. Teri Jeynes arranged to announce.

RM will not be present. Fiona Pitts to deal with recording. RM will set up on Friday night. If not returned on Sunday evening equipment to be left in managers office.

Need to book PA. RM to investigate on visit following weekend.

Presentations – agreed these were not good last time. Podium to be moved towards the spectator side of the pool. Larger sign required for marshalling area.

Announcer to be on poolside for better visibility.

Use protocol for presentations

Millfield:

Pool, AOE operator and PA booked.

Need to try and keep teams and spectators apart on the balcony and create more seating area for teams. More barriers would help. Better signage required also at top of steps to swimmers balcony.

9. SWIMRITE VOUCHERS.

As bagcats are no longer in place CT to discuss with swimrite if they will continue to provide vouchers to be used for top swims as follows – best swim over the whole competition based on FINA points over all age groups (12) plus top swim for male and female para-swimmers at Plymouth and at age groups. (4) Total 16.

10. RELAYS

Programme as 2014. Wristband entry worked well. Need to order more.

11. MASTERS

Individual competition now at Millfield – Hutton Moor cancelled. Warm up 11.00am.

Need to order officials lunch. Use pool PA as usual.

Medals to be given on minus 1 rule. RM to provide a list of competitors in alphabetical order to assist with distribution.

Inter-county – at Hutton Moor.

Gala to be circulated over years as follows – Dorchester 2016, Tiverton in 2017 and Hutton Moor 2018.

12. WINTER CHAMPIONSHIPS

Pool, PA and AOE operator booked.

13. PARA-SWIMMING GALA 4th Oct at Horefield

14 **AOB**

County Presidents invited. CT to ensure the new presidents after AGMs.

Two radios not working. Les Debenham wil sort out.

Contingency plans – these to be updated to cover changes to competition structure.

Income and Expenditure spreadsheets for Dec 13 – Sept 2014 discussed. Noted that the increase in costs for the age groups was due to the use of Hengrove which was much more expensive.