

President – Paul Robbins

**Decision & Action log (Minutes)
ASA SW Open Water Committee**

Held on Tuesday 13th February 2018 @ Regional Office, Wellington

Item No.	Decision or Action or Message	Action Completed/ outcome
	<p><u>In attendance:</u> Sue Dors, Virginia Pereira, Anastacia Pereira, Alan Withers, Gerry Griffin, Chris Elliott, Brian Armstrong, Justine Lawrence, Kelly Podbury, Laura Nesbit.</p>	
	<p><u>Apologies:</u> Kat Percival, Paul Robbins, Hannah Smith.</p>	
1 and 2	<p><u>Matters Arising from Previous Minutes</u> There were no matters arising. The minutes were approved and passed. They will be forwarded to office to be put on website</p>	
3	<p><u>Correspondence</u> A letter from Dorset County regarding the cost for charging for Regional Championships and the organisation of presentations. Unfortunately SD failed to see the request to respond by end of January consequently Dorset will not confirm participation in this year's event until an answer has been provided. (See Items 4 and 6)</p> <p>E-mail from GG re concerns re cold water swimming and clubs training without wetsuits. Do FINA rules apply to training sessions. <i>Clubs should have plans in place so should be OK if risk assessment carried out and competent coach has had input.</i> <i>SE gave the same answer as did the insurers</i></p> <p>E-mail from Danny Symington - If clubs do not have open water in their constitution are they covered by insurance.? <i>Yes they are, provided normal risk assessments etc. are carried out.</i> <i>Legal advice is that Open Water should be mentioned in the Club's constitution .</i> <i>"Development of all aquatic disciplines" is the suggested wording.</i></p> <p>E-mail from Jason Tait - Swindon Dolphins plan to have an event this year on 30th June 2018. It was noted that this clashes with London Region's Championships. He also requested a course for officials and it was agreed to assist where possible. An officials course is already scheduled to take place alongside the Development days but the committee agreed to support any county in the training of officials outside this course.</p> <p>Mike Parker from Swim England had expressed an interest in visiting the region. AW has contacted him but as yet he has not responded.</p> <p>The launch of the Regional Strategy is on Sat 17th February and Jane Nickerson CEO of Swim England will be there, taking questions. SD and VCP are attending and will raise the issue of communication and the importance of nurturing</p>	

	relationships between Loughborough and Regions. Danny Symington had pointed out some useful documents for holding events. These have now been put on the website for all to see.	
4	<u>Finance Update</u> Report attached – appendix 1 Discussion took place re the charge to Counties who integrate their County Open Water Championships within the Region's Regional Championships. It was agreed for 2018 to set the figure at £300 per County irrespective of the number of competitors.	
5	<u>Development</u> AW and KP had met to discuss the Development days – the framework for this year will be the same as last year with dates Saturday 26 May @ Wells Leisure Centre and Sat 02 June @ Vobster Quays, subject to availability. Agreed cost for both days £65 per swimmer and will include lunch at Wells. One day attendance to cost £35. Aim to finalise arrangements by end of Febuary so can be advertised. A Level 1 officials course will run concurrently with the swimmers course AW is attending a meeting at Loughborough on 4 th March for OW officials regarding the way forward. Volunteer roles could be put out to FE to try to engage possible new blood.	
6	<u>Regional Championships 2018</u> Date agreed 7 th July 2018. Possible venues were discussed: <u>Preston Beach</u> - Weymouth Council and Harbour master happy are with the change of date. Whitehorse Training have date in diary but cannot help outside of Dorset Sea Cadet Centre is only able to assist with two turn therefore the issue remains over boats and supplying crew. <u>Portland Harbour</u> - non committal - let us know and we will tell you if it is feasible. <u>Osprey centre</u> - not big enough. <u>Weymouth Sailing school</u> – not interested <u>Roadford reservoir</u> – discussions on-going between AW and manager who seems keen and interested. Boats and staff are available. There are buildings that could be used plus a large green space, parking area and camping site. The date is currently free and initial costing is acceptable. First aid cover needs to be confirmed. Administratively it is a good site. <i>It was agreed that if viable Roadford would be the preferred venue for the event this year.</i> Presentations: National, Regional and County Presidents to be invited and asked to help with presentations. In addition each participating County would be asked to provide another person to be responsible for that County's awards. County awards to be made separately and first (alpha order) followed by Region. Nominated County representative to report to SD. If a County President is unable to attend then a substitute should be sent so each County has two people helping with presentations. If event goes to Roadford then SW Water to be approached for a dignitary to start the event. (Mayor of Portland and Weymouth will be invited if at Preston Beach) Sharon Locke to be approached re TYR wetsuit stand. Also Pro swimwear and Dryrobe will be asked.	
7	<u>Open Water Swimmer of The Year</u> Three nominations with details were received: Tony Cherrington – Gloucester Masters	

	<p>Catherine Naus - Team Ichthyosaur – Street and District <i>Voting took place by secret ballot with the winner Tony Cherrington</i></p>	
8	<p><u>Make Up of Committee from September 2018</u> AW indicted his intention to resign from his roles with effect from the Regional ACM in September. Sue thanked Alan for all his hard work and support over many years.</p> <p>SD also stated that for succession planning she would like to step down from at least one roll come September.</p> <p>VCP to circulate Job descriptions for all to peruse and come back to next committee.</p>	
9	<p><u>Regional Reports</u> Cornwall – CE reported that the County will be using the Regional Championships as its County Championships and that he had donated two new trophies in memory of Lynne. Devon - no report Dorset – GG reported that the County was encouraging OW but participation in Regional Championships was dependant on response from this meeting. Gloucester - Somerset – AW was working with LN regarding the possibility of WSM SC holding some development sessions at Clevedon Lake. Wiltshire – As this was her first meeting JL had no report this time</p>	
10	<p><u>Date of Next Meeting</u> Wednesday 19th September 2018 at Regional Office, Wellington</p> <p>Meeting Closed at 20.40</p>	

OW Finance Report 13/02/18

The Open Water budget was submitted January 1st together with an updated Assets Register and the percentages for Clerical Allowances – these having been agreed via email by the non-interested members of the committee and remain as 2017 (see end of this report).

Due to uncertainty re venue for 2018 Championships two separate budgets for the Championships were prepared. The budget for the Development days and Championships contained some provisional figures which need to be firmed up. A budget of £8,580 has been requested. As yet no response/query has been received however the Regional Management Board meets tomorrow evening and the launch of the Regional Strategy is this Saturday – February 17th - to which finance officers and chairmen of discipline committees have been invited so I would anticipate a decision will be taken soon.

Percentages for Clerical allowances:

Chair/Finance Officer -20%

Secretary - 20%

Safety Officer/Event Co-ordinator - 30%

Coach - 10%

Competition Manager - 20%

Sue Dors
February 2018