



President Chris Elliott

Minutes of the Management Board meeting held on Wednesday 11th March 2015 at the Regional Office, Wellington.

Present:

D.C Flack	Chairman
C Elliott	President
J L Bird	Administration Officer
Mrs C Robinson	Finance Officer
R Margetts	ASA Board Member
R Downing	Devon
J Likeman	Cornwall
G Griffin	Dorset
G Cockill	Somerset
P Robbins	Wiltshire
I Stuart	President Elect

Non voting

Mrs C Vickery ASA Divisional Administrator

1. Welcome, Introductions and apologies –

The Chairman welcomed everyone to the meeting.

Apologies – K Smith (Gloucester)

2. Notice of AOB

R Margetts (ASA Board Member) would like to discuss the Regional website and Handbook.

R Downing would like to discuss ASA Council working group.

3. Declaration of Interest – none

4. Minutes of previous meeting

Page one spelling of Robins should be Robbins.

Following this correction, minutes agreed as a correct record of the meeting.

5. Matters arising not on the agenda

5.1 Minute 7.3 Water Polo Minutes:- J Bird asked if there had been any feedback from Water Polo? DF responded that the Chairman of Water Polo, Mr Fred Fowler has recently resigned. DF had been in contact with Mr Fowler and expressed the Boards appreciation for the work he had performed within the region. The WP Committee have noted the offer from the RMB of J Likeman offering assistance with regard to Finances and they have not yet come to a decision regarding this offer.

5.2 Minute 6 To note Discipline Committee minutes:-

Diving - R Margetts reported on discussions he had had with Mel Sweetman and Sally Freeman regarding the Diving Committee. Both are fully committed either teaching or coaching and are unable to commit themselves to the possible position of Diving Secretary. Both Mel and Sally would be willing to run a session at the Plymouth Life Center for divers who have qualified for the National Skills competition. R Margetts to arrange a meeting with the Regions Diving Clubs to explore the best way forward for diving in the Region. It was also reported that Poole Level Ones need more experience; the possibility of them attending the Life Centre was also discussed.

5.3 Minute 9 Report from Regional Chair:- Container update: the container has arrived and now needs to have racking installed before it can be utilised. DF has this in hand to arrange.

5.4 Minute 11 Change of Regulation – Swimmer of the Year: - Members Forum returned this to the RMB for fine tuning regarding wording. Agreed wording attached as Appendix 1 Agreed voting procedure for 2014 ASA SW Swimmer of the for 2014 will be carried out by email between the two nominations received by Forum members who were present on 21st February 2015. JB will undertake on 13.03.2015. Votes to be returned by 31st March 2015.

6 ASA SW President Elect 2016

Nominations can be made by County Associations and the Board and returned to John Bird by 16 June 2015. Voting will take place at the Members Forum on 15th July

7 To note Discipline Committee minutes

Swimming Committee Minutes

7.1.1 Appendix 1 R Margetts Proposal for the formation of a Para swimming sub-committee which will consist of:

The Para-Swimming Pathway Officer or the appropriate ASA member of staff

The Swimming Committee Secretary

The Swimming Competition Secretary

One representative from each county

Each county will make a suitable nomination.

Proposal seconded P Robbins, vote unanimous.

Addition to rule will be brought to the ACM in September.

7.1.2 C Robinson raised the question of where all the minutes of meetings are being held. Standing Committee Secretaries reminded that Regional Officers (President, Chairman and Finance Officer) should be invited to all standing committee meetings and be in receipt of all relevant papers.

DF stated meeting minutes should be put on the regional website asap on the understanding they will be subject to approval at the next meeting.

7.1.3 J Likeman raised the question how regional qualifying times are achieved.

R Margetts responded they are guided by Rankings.

7.2 Synchro Minutes

It is noted that Janice Waters can no longer attend meetings or continue as secretary to the committee. The Board wish to place on record its appreciation and thanks for the many contributions and dedication that Janice has put, and no doubt will continue to do so when possible; into the sport.

The Board records its thanks to Mary Hooper who has agreed to “hold the fort” until September.

Following discussion it was agreed that Robert Margetts would raise issues at the forthcoming ASA Sport Board meeting regarding Counties / clubs running low level competitions. J Bird stated the Synchro details within the Handbook are being updated..

7.3 General Discussion followed regarding memberships and the cost of this to clubs. R Downing will look into this. Budgets are normally well used.

Discussion followed regarding the ASA funding discipline events. The principle stands that the ASA should be funding its own events.

8 Regional Strategy and Good Governance Update

DF thanked all Board Members who attended the meeting a couple of weeks ago. A number of actions were agreed. Generally accepted a good idea to look at specific items a couple of times during the year.

A Job description is being sought for Independent Board members which will need RMB agreement.

DF had received an invite to attend a Good Governance workshop in London which unfortunately he could not attend. Going forward these invites will be circulated for all Board members to attend.

R Margetts expressed the importance of adherence to dates and targets which are planned.

9 Report from the Divisional Business Manager

The report was circulated for all to read.

J Likeman stated there is a problem regarding participation and allocation of pool time. DF responded the ASA do realise clubs play an important factor and if difficulties arise he should be made aware in order that he can discuss directly with the DBM.

R Margetts stated it is difficult to ascertain the direction of the ASA currently.

C Elliott – has been approached by Plymouth Life Centre regarding the loss of water time. Still awaiting documented details. CE has been to see the local councillor who is investigating this. Alan Green DBM has been made aware as various smaller clubs also losing pool time. Potentially changes to come into force from 01.04.2015 without discussion or consultation and this needs immediate attention.

J Bird stated DBM should be dealing with this. DF confirmed a discussion between himself and DBM would be taking place following this meeting for clarification on the current position.

10 Report from Finance Officer

- .1 C Robinson issued the Income and expenditure figures to the RMB.
- .2 C Robinson is having difficulty in contacting some Swim 21 clubs where incorrect contact details are held. This means the clubs in question will not have received their payments regarding their Swim 21 accreditation.
- .3 Proposed budgets for next year all agreed.
- .4 Proposal from C Robinson - Each club that revalidates Swim 21 will receive back half of the club membership fee.
This was seconded by G Griffin and a unanimous vote followed.
- .5 Annual regional Budget was proposal seconded by R Downing agreed by a unanimous vote.
- .6 DF stated we needed to continue to support clubs in any way that we can.

11 Report from the Regional Chairman

Nothing new to report since the last Forum meeting.

J Bird, G Griffin and Di Gibbs had met with Adam Packer whilst he was meeting the RNLI in Poole. DF asked if we should invite Adam Paker to come and speak at the ACM. Agreed. DF will send a formal invitation to him. Suggestions for a Q & A session, "Vision of the future"

12 Report from ASA Sports Board

- .1 R Margetts report attached as Appendix 2.
- .2 R Downing reported on the ASA ACM Working Group which was set up to consider and make recommendations on the format of ASA Council..
The Groups recommendations are subject to agreement by both ASA Boards and will be published when agreed.
- .3 Following discussion the following was agreed:

To amend Regional Council Rule – Section 6 Rule 3.1.15 (ASA SWR representatives at ASA ACM)

The Board recommend that the minute made several years ago that gave each County a place on the group that represented the ASA SWR is rescinded and specifies that the County Representative should be the ASA SWR Board member for that County, if they are unable to attend then the County shall appoint the substitute. This would leave one place [based on present membership numbers] and this place should be filled by the Regional Administration Officer.

Based on present membership the representatives would be:

President, Chairman and Finance Officer.
Administration Officer
6 County Board Members

13 Harold Fern and Henry Benjamin Award Nominations

Members are reminded that nominations for the above ASA awards need to be received by John Bird by June 16th meeting. Members forum to agree and submit to the ASA a suitable nomination(s) at its July meeting.

14 ASA South West Annual Report 2015

DF – Most of the reports are ready to collate and are taking shape. Hopefully ready for June to be signed off and go to printers in time for the July Members Forum meeting.

15 AOB & Date of Next Meeting

.1 R Margetts advised there is a vacancy on the ASA Medical Committee for anyone who may be interested. They will need to be a qualified Doctor.

.2 C Elliott- All Regional Reps, please be organised regarding sending replies for volunteers for the Regional events.

.3 Date of next meeting: - 17.06.2015

Meeting closed 21.30

SWIMMER of the YEAR

(Regions Handbook - Section 1 Regulation 10.4)

- .4.1 for the purposes of this award the swimming year is from January 1st to December 31st.
- .4.2 An award may be made by each of the discipline standing committees:
- .4.3 A nomination may be made to the appropriate Standing Committee Secretary by any County, Club, Association affiliated to the Region or a member of the appropriate Standing Committee.
- .4.4 Nominations received shall be considered and decided upon by the appropriate Standing Committee at their first meeting of the following year. In circumstances where an appropriate Standing Committee is not constituted then the Management Board shall carry out these duties.
- .4.5 Each Standing Committee shall make suitable arrangements for their recipient to receive their award.
- .4.6 CF Clark cup
 - .4.6.1. The CF Clark cup shall be awarded to a recipient of one of the awards in .4.2
 - .4.6.2 This award shall be considered and decided upon by the Members Forum.
 - .4.6.3 The President shall make suitable arrangements for the recipient to receive their award.

Appendix 2

Report from ASA Strategy Weekend

A report from the Synchro group on Talent Pathway which received much more sympathetically! I think the main thing to come out was that the families are making very large financial commitments to keep the girls in the squads. We have [in SWR] the two most outstanding young swimmers who need encouraging to stay in the sport. No new specific programme suggested but general agreement that any ASA support could be supported by Regions irrespective of whether they have swimmers on the programme.

Some other highlights:

Finance – a paper on reserves required to be produced for ASA and Regions, Regional Budgets will be in line with this year: South – Payroll £33K, rent £8K, misc £10K total £51K, all similar but ours smallest due to rent. CDOs now under JMN and should be more club focussed.

Clubs & membership – need for a wider membership but nothing specific yet.

Networks – Regional disciplines? Funding from CSPs? Networks more important than S21 accreditation of the network. Needed at various levels not just leading to Talent clubs.

Affordable and available Coaching qualifications – very dry session! Agreed that Coaching [not Teaching] qualifications should be at cost, nothing definite yet. IoS now working smarter, but regions need to ask if they require something. There is a need for “Time to listen” tutors,

Regional alignment - CDOs employed by regions are all managed by DBMs, SE 1½, WM, EM, NE & NW 2 each, E 1, SW ½. Need to look at self funding.