

ASA SOUTH EAST REGION

SHADOW MANAGEMENT BOARD

Notes of meeting held at Spectrum Leisure Centre, Guildford on Thursday 6 May 2004, commencing at 7.30pm and concluded at 9.25pm.

Present: Roger Prior (Chairman), John Davies, Daphne Geer, Lis Hartley, Ray Hedger, Alan Lewis, Mike Lambert, Eddie Lyne, Trevor Marshall, Bob Moys, Roger Penfold, Peter Shaw

Also present: Helen Mack, Mark Spelman (Regional Development Officers, ASA)

Apologies for absence: Janet Holdstock, Terry Ward.

- | | <i>Action</i> |
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| 10 NOTES OF MEETING HELD ON 25 APRIL 2004 | |
| Confirmed as correct record | <i>ML to place in public area of website</i> |
| 11 MATTERS ARISING | |
| 2 Membership | |
| Terry Ward had agreed to serve as a member of the Board. | |
| 3 Circulation of information/documents | |
| Mike Lambert advised that, subject to the consent of the SCASA Management Committee, 2 areas would be created on the www.southernswimming.org website for Shadow Board business, one open, the other password protected. | |
| 12 CONDUCT OF MEETINGS | |
| AGREED: Ray Hedger appointed as Deputy Chairman of the Board. | |
| 13 ASA COMMITTEE | |
| AGREED: Terry Ward appointed as substitute shadow ASA Committee member. | <i>RFP to notify ASA HQ</i> |
| 14 REGIONALISATION FUNDING PILOTS | |
| The Board considered the notes circulated by Helen Mack at the first meeting, and further material, provided at the ASA briefing on the pilots, held in Birmingham on 24.04.04, and subsequently | |

circulated.

During a full debate, the Board identified the following pros and cons to becoming a pilot shadow region:

Pros:

- Showed keenness, positive approach
- Helped identify ideas for new outcomes required of the sport
- Would be valuable experience
- A plan would be needed anyway
- Would provide a funded start
- Would help clarify needs of new region

Cons

- Risk of failure
- Tight timescale for bid preparation
- Possible overprescription from Loughborough
- Reluctance to be pathfinder, lack of experience.

A proposal, to submit a bid, was voted upon and declared lost, by 3 votes to 6.

AGREED: Not to submit a bid for regionalisation pilot funding.

*RFP to
notify
ASAHQ*

15 WORK PROGRAMME

The Board considered a report by the Secretary, circulated with the agenda, reminding it of the tasks which faced it during the transitional/show period, and seeking decisions from the Board as to how these tasks were to be tackled. The terms of reference, adopted at the inaugural meeting, were appended to the report and the report set out some other issues which had already been identified. The report also suggested some techniques for progressing the work programme.

The resultant debate acknowledged the extent of the project and there was discussion about a variety of means to address aspects of the identified programme, eg small working groups, open meetings/fora, discipline specific shadow committees. The situation of county associations, with particular reference to Kent, Surrey, ASA Law 6.1 and the decisions of the ASA Council as to regional boundaries, was discussed fully.

John Davies indicated that he had the skills to prepare a project plan, and offered to draft one. This offer was accepted with alacrity.

AGREED:

- 1 John Davies to submit a draft project plan for the work programme to the next meeting. *JD to draft*
- 2 To consider a report on sub-regional structure (eg county associations) at the next meeting. *RFP to draft*

16 COMMUNICATION

Arising from consideration of the report referred to in 15 above, and to help ensure communication through the sport, it was

AGREED: to circulate the notes of Board meetings to the county associations in the shadow region, the General Secretary of SCASA and the General Manager of Midlands District ASA *RFP to arrange*

17 CALENDAR OF MEETINGS

The Board considered a report of the Secretary, circulated with the agenda, proposing a calendar of meetings for the Board for the period to 30 September 2005.

AGREED:

- 1 To cancel the meeting provisionally arranged for 26.05.04 *All to note*
- 2 To arrange meetings for the following dates – 06.06.04, 14.07.04, 09.09.04, 14.10.04, 08.11.04, 06.12.04, 12.01.05, 10.02.05, 07.03.05, 12.04.05, 11.05.05, 09.06.05, 11.07.05, 13.09.05. *BM to book room*

18 OTHER BUSINESS

A Chief Executive, ASA

The Chairman reported that the Chief Executive had offered to attend a meeting of the Board, to give a 30 minute presentation about regionalisation, the future of the sport etc.

AGREED: To invite the Chief Executive to the meeting on 14.07.04. *RFP to invite*

B Cost of accommodation for meetings

Helen Mack advised that invoices for meeting accommodation should be passed to her, for onward transmission to ASAHQ. *BM to note*

C Members' expenses

Helen Mack undertook to explore this matter.

HM to look into

D Circulation of documents

Members commented that they were receiving some documents from 2 sources – John Carrie and Helen Mack. Helen undertook to seek to rationalise this.

HM to discuss with J Carrie

RFP
07.05.04