

ASA SOUTH EAST REGION

SHADOW MANAGEMENT BOARD

Notes of meeting held at Spectrum Leisure Centre, Guildford on Thursday 9 September 2004, commencing at 7.30pm and concluded at 8.55pm.

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

Also present: Helen Mack (Regional Development Officer, ASA)

Apologies for absence: Peter Shaw, Mark Spelman (Regional Development Officer, ASA)

Action

32 MARK SPELMAN

It was noted that Mark Spelman had resigned from his post as RDO, in order to pursue a different career. The Chairman advised that the ASA had already taken steps to fill the vacancy caused.

33 NOTES OF MEETING HELD ON 27 JULY 2004

Confirmed as correct record

*ML to place
in public
area of
website*

34 MATTERS ARISING

28 Circulation of information

Mike Lambert circulated screen prints showing how SERSMB material could be viewed at www.southernswimmingorg/seregion/, in both the public and protected areas. Members thanked Mike for arranging this.

29 Sub-regional structure

Roger Penfold advised that he and Peter Shaw had yet to discuss the implications of decision 4 of Note 29.

*RFP/PDS to
progress*

Bob Moys sought a reaction from the Board to hypothetical requests from the Kent and Surrey County ASAs to the retention of their present geographical areas, ie across regional boundaries. Members declined to comment thereon at this stage.

30 Discipline working groups

It was noted that Kent had yet to identify any nominees for the discipline working groups

DG/convenors to note

35 REPORTS OF SUB-GROUPS

John Davies reported orally that the **Organisation and Administration Sub-Group** had met earlier on 09.09.04. The Sub-Group had addressed a list of items, some of which needed to be dealt with urgently, through gradations to some which could be left until the Region was in operation. The list had been prioritised and persons identified to lead certain strands of work. John advised that the notes of the meeting would be circulated in due course.

JD to circulate notes

Roger Prior indicated that the **Communications Sub-Group** had yet to meet.

36 PRESENTATION BY CHIEF EXECUTIVE, ASA

With reference to Note 26 of the last meeting, it was observed that David Sparkes was making his presentation, at the invitation of the Hampshire ASA, at Southampton on 15.09.04. Mike Lambert indicated that persons external to Hants were welcome to attend.

*LH/RH/JH/A
L/BM/AW/T
M to publicise invitation*

The Board considered the principles for arranging other presentations by Mr Sparkes. Members felt that such presentations should be arranged for Sundays, at locations giving approximately a maximum 1 hour travelling time. It was suggested that the content of the gatherings would be Mr Sparkes' presentation followed by a SER roadshow.

AGREED: That the Communications Sub-Group arrange 2 roadshows in October/November 2004, embracing both the presentation by the Chief Executive of the ASA and a Regional presentation about preparations, one in the Crawley area and one in High Wycombe area, on Sundays, with invitations sent to each club and county association.

*RH to approach D Sparkes
RGP to organise roadshows*

37 LEADERSHIP IN THE VOLUNTARY SECTOR

Roger Prior reported on the conference he had attended, on behalf of the Board, on 30.06.04, concerning initiatives, fostered by Government, to enhance the skills and abilities of volunteers in many sectors of life, including sport. Apparently, the infrastructure was in place for this development, which would improve the performance of the general volunteer body.

Members received the report with interest, but a degree of cynicism.

38 DISCIPLINE WORKING GROUPS

Convenors gave brief oral reports of their progress in engaging their working groups. All were reminded that interim reports were expected at the next meeting.

*DG/LH/ML/
EJL/TM/RF
P/RGP to
note*

Trevor Marshall sought, and was given, advice as to contacting persons interested in open water swimming.

AGREED: That travelling expenses in attending working group meetings be re-imbursed.

*DG/LH/ML/
EJL/TM/RF
P/RGP/HM
to note*

39 OTHER BUSINESS

A ASA London Region

Bob Moys commented on a progress report submitted to the SCASA Management Committee by the Shadow Management Board of the ASA London Region, and in particular:

- developing links with local authorities
- independence of regional competitions
- concerns about lack of advice on accounting arrangements.

Arising from the ensuing discussion, it was

AGREED:

1 To circulate the notes of Board meetings to the ASA East of England and ASA London Regions' SMBs

*RFP to
action*

2 To request ASA HQ to

- foster the sharing of information and experiences between SMBs, perhaps by periodic national fora
- advise as to services, other than HR and payroll, which may be available from, or via, ASA HQ, after 01.10.05

*RFP to raise
with D
Sparkes*

B Project plan

In answer to a question by John Davies, Members indicated that they felt further subdivision of the project plan timetable was unnecessary

AGREED: That a report be submitted to the next meeting on progress against the project plan.

JD to note

RFP
17.09.04