

ASA SOUTH EAST REGION

SHADOW MANAGEMENT BOARD

Notes of meeting held at Spectrum Leisure Centre, Guildford on Thursday 14 October 2004, commencing at 7.30pm and concluded at 9.15pm.

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), Alex Message (Regional Development Officer, ASA, designate)

Apologies for absence: Peter Shaw

Action

40 ALEX MESSAGE

The Chairman welcomed Alex Message, who had been appointed RDO in succession to Mark Spelman, and who would be taking up the duties of the post early in December.

41 NOTES OF MEETING HELD ON 9 SEPTEMBER 2004

Confirmed as correct record, subject to substitution of "make a decision" for "comment" in final sentence of note 34/29.

ML to note amendment, place in public area of website

42 MATTERS ARISING

39A ASA London Region

Roger Penfold advised that David Sparkes had confirmed that the ASA was committed to the fostering of the sharing of information between shadow regional management boards, and that ASAHQ was likely to offer accounting services to regions, as well HR and payroll.

43 ORGANISATION & ADMINISTRATION SUB-GROUP

A Meetings

The Board received the notes of the meeting of the Organisation and Administration Sub-Group, held on 09.09.04.

John Davies reported orally that the Sub-Group had met earlier on 14.10.04, when it had reviewed progress on the various identified tasks. Arising from this, the Sub-Group:

JD to circulate notes

- Referred to the draft regional constitution, issued by the ASA for consultation, and circulated to Sub-Group members. Members had been asked to submit any comments thereon to Ray Hedger, by 20.10.04 *All to note*
- Proposed an “away day” for its members, and the convenors of discipline groups (or their nominees), on 23.01.05, again to review progress, but particularly to address the draft regional development plan, in the context of the ASA’s whole sport plan. *O&A members, convenors to note*

AGREED: That the proposed away day be endorsed. *JD to progress*

B Vision

John Davies had previously circulated a draft vision statement for the Region.

AGREED: That the vision statement be adopted by the Board *ML to place in public area of website*

44 PROJECT PLAN

The Board reviewed progress against the project plan, and noted that it was broadly on target.

45 COMMUNICATIONS SUB-GROUP

Roger Prior reported that the Communications Sub-Group had met earlier on 14.10.04, when the following had been discussed:

- Roadshows
- Regional newsletter
- Website, and incoming enquiries
- Logo/badge/identity
- “trading” name.

The Sub-Group had noted the poor attendance at the presentation by D Sparkes in Hampshire [and had heard similar reports in respect of Hertfordshire]. In the light of this, it was felt that the promotion of roadshows before Christmas would probably be unrewarding. The Sub-Group favoured, instead, the early circulation of the first issue of a regional newsletter. However, roadshows would be a vital part of the consultation process in the Spring of 2005.

AGREED: 1 To abandon the promotion of roadshows in 2004. *All to note*

2 To publish the first edition of a regional newsletter by 31.10.04, and to request county secretaries to distribute this with the *RGP to arrange, HM*

agenda for county association annual council meetings.

*to alert
county secs*

3 The first edition to be 4 sides of A5 (ie A4 folded), on a suitable coloured paper.

HM to note

46 SUB-REGIONAL STRUCTURE

The Board considered a report by Peter Shaw and Roger Penfold proposing consultation with clubs on the future pattern of sub-regional structures in Berkshire, Buckinghamshire and Oxfordshire, arising from the decision 4 in note 29 from the meeting on 27.07.04. 5 options were put forward, upon which Peter and Roger had given a commentary, although these were acknowledged as their personal views, and not necessarily those of their county associations. 3 of the options met of criterion of non-division of county sports partnerships.

Peter Shaw, in presenting his apologies, had hoped that the Board might state a preference for an option, prior to initiating the consultation. Members declined so to do.

AGREED: That the consultation letter attached to the report be sent to clubs in Berkshire, Buckinghamshire and Oxfordshire, under the signature of the Deputy Chairman.

*PDS/RFP to
distribute*

47 DISCIPLINE WORKING GROUPS

The Board received previously circulated interim reports from the convenors of the following discipline working groups:

- Diving
- Open Water
- Speed swimming
- Synchronised swimming
- Water polo

Roger Prior advised that he had yet to arrange a meeting of the Disabilities Working Group.

Lis Hartley advised that a teleconferencing meeting of the Masters Working Group was imminent

AGREED: 1 That the proposed meeting of clubs concerning diving, on 29.01.05, be endorsed

*DG to
progress*

2 That the Speed Swimming Working Group should add "open meets/licensing" to its list of issues.

ML to note

48 ASA COMMITTEE

Ray Hedger reported orally on the ASA Committee meeting on 10.09.04, and particularly about:

- A standard constitution for the regions
- Proposed multi-regional competitions
- The replacement of the ASA technical rules of racing by the FINA rules

The Board was reminded that the minutes of the meeting could be viewed on the ASA website. The Chair suggested that all Board members should receive a copy of the minutes of future ASA Committee meetings, when available.

AGREED: Minutes of future ASA Committee meetings to be circulated, when available on ASA website.

*HM to
organise*

49 OTHER BUSINESS

A Sub-Regional Bodies

Alan Lewis moved the following motion, seconded by Mike Lambert:

“The Shadow Board wishes to remind the Kent and Surrey County Associations of the principles concerning sub-regional structures adopted at its meeting in July 2004”.

Alan explained that he had raised the matter because he believed that there was a need to move forward plans for a county association for the Surrey administrative county area.

Following a very full discussion, Alan withdrew his motion, on the basis that the subject had been well aired.

B Proposals requiring a decision

The Chairman suggested that a convention be adopted that proposals from members, sub-groups or working groups, which required a decision by the Board, be circulated with the agenda for the meeting, or 7 days before the meeting. He acknowledged that, on occasion, there would be issues requiring an urgent decision for which such notice could not be given.

All to note

AGREED: To adopt a convention, requiring 7 days' notice of any item requiring a decision by the Board.