

Swim England South East
Regional Management Board

Minutes of Meeting held on Wednesday 14th June 2017 at Surrey Sports Park

Present:	Roger Penfold (RFP)	Chairman
	Brian Deval (BD)	Board Member
	Ivan Horsfall-Turner (IHT) (Webex)	Board Member
	Carys Jones (CJ) (Webex)	Board Member
	Chris Lee (CL) (Webex 8.35pm)	Board Member
	Alan Lewis (AL)	Board Member
	Gary Shields (GS)	Board Member

Also in attendance (non-voting):

Eileen Adams (EA)	Vice-President
Jane Davies (JD)	President
Bryony Gibbs (BG)	Regional Office Manager

232 Apologies

Apologies had been received from:

Jim Boucher (JB)
John Davies (JKD)
William Long (WL)
Roger Prior (RGP)
Shelley Robinson (SR)
Darren Wilmshurst (DW)

233 Minutes of the Meeting held on 9th May 2017

The minutes of the meeting were approved as a true record.

234 Matters Arising

192 – Swim England Rebranding. Both the RCDOs & ROM now have both Swim England & Swim England South East branded kit.

218 – Matters Arising – RMB Shirts. It was agreed that RMB members buy white shirts or tell BD what size they would like and he will arrange these from Marks & Spencer. BG to email members about this.

Action: BG

219 - Para Swimming Records. JD had looked into the queries raised. S14 100m Freestyle should be included, and this has been updated. JD suggested that where 'no name' was included it should be changed to 'name withheld'. BD will adapt certificates, once names are received. Certificates have been updated with the new branding. The Para Swimming Records will now be published.

220 – Regional Strategy. JKD was unable to attend the meeting but had sent an email regarding this item. Following discussion, it was agreed that BD would look into getting 500

A5 copies of the strategy document printed, to be handed out at the Annual Council Meeting.

Action: BD

225 – Membership Review Group. AL reported that a conference call had taken place since the last meeting. The figures show that one in seven Category 1 Members have been lost in a seven year period. AL put forward suggestions to the group about reducing the cost of this type of membership. The differences in the cost of Category 3 membership across the country were also highlighted with the County fee ranging from £0.00-£2.05 and Regional Fees ranging from £0.00-£6.50. It was noted that Hampshire & Surrey are the only counties in the South East that charge fees for Category 3 members.

226 – Affiliations & Resignations. Kent Weald Swim Squad are now affiliated. Jersey Water Polo are no longer suspended. Stowe School's affiliation with Swim England has been lapsed.

231 – AOB - National Swimming Officials' Group. The Swimming Group has not yet met. However, it is believed that there is interest in this role.

231 – AOB - Swimming Championships. There has been a Coaches' Forum meeting where this was discussed. A meeting has also taken place between the Coaches and Mike Lambert. It was noted that the Winter Championships will be long course this year. This will allow swimmers to get a good time for the Swim England LC Winter Champs, which is the last chance of qualification for the Commonwealth Games.

JKD had confirmed by email that Richard Garfield is the Chairman of the Coaches' Forum.

BD had analysed social media responses from the Summer Championships. The first weekend there were comments on seeding but for the most part comments about the championships were positive, there were 907 tweets using the SER hashtag. The majority of these were congratulatory comments, although there were some more general comments. #SER17 was also being used by the Spanish Medical conference for the second two weekends. For the Winter Championships, BD will check and advise in advance what the hashtag will be. BD has been testing some software that helps with this analysis.

Landscape Sheet

Item 2 – The asset list is ongoing and will continue to be updated.

Item 3 – The Finance Group was reminded about this item.

Item 4 – Item complete, to be removed from sheet.

Item 5 – Item complete, to be removed from sheet.

Item 6 – On agenda.

Item 7 – RFP will circulate current Job Description to EA & JB.

Item 8 – On agenda.

Item 9 – Item complete, to be removed from sheet.

Item 10 - Swim England have produced a matrix for advertising and stands at national events. BD will analysis the matrix and produce a report based on this. For example a full page advert in the Swimming Championships programme would be £225 at a National Level. There is often space within the programme that could be utilised for advertising. However, the space available is not known until entries are confirmed, which usually gives a limited turnaround time of around one week. It was suggested that once the entries are confirmed, all information should go to BD to put the programme together. The use of advertising in programmes should be consistent across all disciplines. BG to advise Discipline Managers that there are stock messages/adverts that we would like included.

Action: BG

It was suggested that, if the cost of production was covered by advertising space sold, the programmes could be given out free of charge. However, other disciplines may need to raise money from selling the programmes. Therefore, it was agreed that this should be discussed with all disciplines for their views, as the approach should be consistent.

235 Accounts 2016/17

The accounts' paperwork has now been passed to Charterhouse to be verified. At the meeting on 19th February, the Finance Group had predicted a surplus of £5k. Copies of the accounts prepared were circulated to the Board ahead of the meeting showing a surplus of £7,186 which is broadly in line with the earlier expectation.

This year is the first full year benefit of the increase in affiliation fees, generating an additional £36k. This was the most significant change. The disciplines' budgets were all supported. Swimming managed to achieve a £4k surplus with both expenses and income being over budget. Course subsidies are under budget by £10k. It was felt that this may be down to a lack of level 3 course, as well as some of the discipline Coaching courses not yet being ready. Clubs are also now only able to apply for teaching bursaries if they run a teaching programme and this is limited to two teaching bursaries per year.

Greater reserves will be required given that the Region now has 3 employees.

Charterhouse have indicated a three week turnaround on the accounts. There is one outstanding accrual that needs addressing. GS will produce the commentary and send to BD.

Action: GS

236 Annual Report

Papers were circulated to the Board ahead of the meeting. Some of the reports are still draft and require approval from the Discipline Managers. BD would like to include a 'Roll of Honour' within the report which includes all athletes that have been selected for international events. No report has been supplied for Synchronised Swimming yet, RFP to chase. More details are also required for Water Polo, BG will assist further with this. Chris Lee will also be supplying a report for the Youth Forum. The report will go to press on 19th July following final approval at the next RMB meeting. RMB members are to report any typing errors to BD.

Action: BD / RFP / BG / CL

237 ASA Aquatic Awards 2017

A panel is required to endorse nominations received. Shelley Robinson, Chris Lee and Brian Deval were appointed to this panel.

Action: BG

238 Incorporation

Jane Nickerson has offered to attend Regional meetings to discuss incorporation or any other topics. It was agreed that Jane will be invited to attend a future meeting.

Action: RFP

239 ASA's 150th Anniversary

WL had sent a note regarding this as he was unable to attend. The Southern Counties 150th Anniversary document is very long. This also includes counties that are not part of the South East (London, Essex & Hertfordshire) and excludes Oxfordshire & North Bucks. Following

discussion it was decided to defer this to the July meeting when WL is expected to be present.

Action: BG

240 Regional Administration

RFP's report was circulated prior to the meeting.

1. The Board agreed that the Region's office be at the home of the Regional Office Manager.
2. A PO Box was investigated, but it was also suggested that a partner could be used. IHT will explore if Freedom Leisure may be able to assist with this. IHT will contact BG regarding volumes of post anticipated. Members acknowledged that it was preferable that the address is within the South East. A decision is required on this in order for headed paper to be produced for the ACM Mailout. The Board agreed in principle, should Freedom Leisure be able to facilitate. Concerns were also raised about the use of a mobile phone service as the office line and the costs to individuals: RFP & BG to look into any alternative options. It was also noted that if the Region did decide at any point to become incorporated that a registered address would be required.
3. It was agreed to hire storage facilities for essential hard copy records, at a cost of approximately £700 per annum. RFP will discuss with RGP the other paperwork that he is currently storing.
4. The position regarding office equipment and communications' facilities was noted.
5. The Board agreed in principle that an allowance be provided to the Regional Office Manager for providing an office for the Region. RFP will investigate this with partners. It was also noted that the as an employer the Region are responsible for Health and Safety including DSE.
6. Resilience arrangements are in place. The ROM and RCDO's have a shared space online allowing shared access to documents. This includes a process document on how certain tasks are performed.

Action: IHT / BG / RFP

241 Harold Fern & AH Turner Awards

Nominations are to be submitted from the Region to Swim England by 15th July. The same panel were appointed as the Aquatics Awards. Nominations will be agreed at the next meeting on the 13th July. There has been a lot of hits on this on Facebook. The deadline for the Region to receive nominations for consideration is Thursday 6th July 12pm.

Action: BG

242 Data Protection

WL will be doing a presentation on changes to Data Protection at the ACM. Consideration of the topic was deferred to the next meeting.

Action: BG

243 Incorporation Update

The briefing paper was noted. The Board had proposed, at the last meeting, a motion be submitted to the Annual Council Meeting which will enable the Region to react to the expected decision of the ASA Council regarding incorporation.

244 Benefits of Affiliation

BG produced a document listing benefits of affiliation for the Region. It was noted that the final bullet point needs changing to monthly newsletter. The document was endorsed by the Board.

Action: BG

245 Affiliations

The affiliation of University of Surrey was approved.

The affiliation of Bassett JSF Swimming Club and Southampton University were also approved, subject to no objections being raised by Hampshire County ASA at their next meeting in July.

Action: BG

246 Correspondence

Peter Shaw on behalf of Oxfordshire & North Bucks ASA – Summer Championships.

RGP & JKD have been advised, as technical directors of the sessions of the Championships concerned. DW has been asked to take this to the Swimming Group. It was also felt that the dress code of officials should also be discussed by the Swimming Group.

There had also been a complaint received about the first weekend of the Championships. The Coaches and Mike Lambert had a meeting last weekend to discuss matters relating to the Swimming Championships. It is understood that issues from the first weekend related to a software issue. This raised the question of resilience, DW is to take this to the Swimming Group for further discussion.

Karen Williams – Swim21 has now changed to SwimMark.

247 ASA Sport Governing Board & Group Board Minutes

No meeting has taken place. RGP not present.

248 ASA Senior Leadership Update

The May Senior Leadership Update was noted. Since this update it was confirmed that Brian Havill has been formally appointed as CFO.

249 AOB

BD - Newsletter being well received. There are currently 277 people signed up to receive this. Databases being combined this month so should total over 400 this month. 87% click throughs, industry standard is 20%.

BD is editing the newsletter at the moment, this will be handed over to HM to take on from August.

JD – Expenses' Policy - should be reviewed again. There were issues with some of the claims from the [swimming] Championships, as mileage claims are reduced if only one session (or 2) is worked: this needs to be addressed. There were claims for additional nights stays from officials. About 50% of the officials claimed, leading to expenditure of £1900-£2300 per weekend. A copy of the policy should be given to all officials. EA provides a report to the swimming group for expenses, this information can also be pulled from Sage. It was agreed that this be reviewed by a panel, RFP, CL and EA. Will report to the September meeting. It would be possible to look at how much this would cost.

Action: RFP, CL & EA

The meeting was closed at 20.57.

Swim England South East

Regional Management Board

A meeting of the Regional Management Board will be held on Wednesday 14th June 2017 in the Varsity Suite, Surrey Sports Park commencing at 1900

AGENDA

- | | | | |
|---|---|------------------|------|
| 1. | Apologies
<i>To receive any apologies from members unable to attend the meeting</i> | RFP | 1900 |
| 2. | Minutes of the Meeting held on 09 May 2017
<i>To agree accuracy of minutes from the previous meeting</i> | RFP
Enclosed | 1905 |
| 3. | Matters Arising
<i>To consider any matters arising from the minutes not covered in the agenda and confirm actions</i> | RFP
Enclosed | 1910 |
| ITEMS FOR DECISION | | | |
| 4. | Accounts
<i>To approve the Accounts for 2016/17</i> | GS
To Follow | 1920 |
| 5. | Annual Report
<i>To approve the Annual Report for 2016/17</i> | BD
To Follow | 1925 |
| 6. | ASA Aquatic Awards 2017
<i>To appoint a panel to review and endorse nominations</i> | RFP | 1935 |
| 7. | Incorporation
<i>To decide if the Region would like to invite Jane Nickerson to a future meeting</i> | RFP | 1940 |
| 8. | ASA's 150th Anniversary | WL | 1945 |
| 9. | Regional Administration | RFP
To Follow | 1950 |
| ITEMS FOR DISCUSSION / INFORMATION | | | |
| 10. | HF and AHT Awards | RFP
Enclosed | 1955 |
| 11. | Data Protection | WL | 2000 |
| 12. | Incorporation Update | RFP
Enclosed | 2010 |
| 13. | Benefits of Affiliation | RFP
Enclosed | 2015 |
| 14. | Affiliations & Resignations | RFP | 2020 |
| | 14.1 New Affiliations | | |
| | Bassett JSF Swimming Club (subject to approval by HSASA) | | |
| | University of Surrey | | |
| | Southampton University Water Polo Club (subject to approval by HCASA) | | |
| | 14.2 Resignations | | |
| | None | | |
| | 14.3 Enquiries | | |
| | None | | |
| | 14.4 Transfers | | |
| | None | | |
| | 14.5 Change of Name | | |
| | None | | |
| 15. | Correspondence
Peter Shaw – Swimming Competitions (confidential item)
Karen Williams - SwimMark (confidential item) | RFP
Enclosed | 2025 |
| 16. | ASA Sport Governing Board & Group Board Minutes
<i>To receive the minutes of the ASA Sport Governing Board and the ASA Group Board if available</i> | RGP | 2030 |
| 17. | ASA Senior Leadership Communique May 2017 | RFP
To follow | 2035 |

- | | | | |
|-----|--|-----|------|
| 18. | AOB
<i>24 hours notice required</i> | RFP | 2040 |
| 19. | Date of Next Meeting
Thursday 13 th July, Holiday Inn Guildford | RFP | 2045 |

ASA South East Regional Management Board

Minutes of Meeting held on Tuesday 9th May 2017 at Surrey Sports Park

Present:	Roger Penfold (RFP)	Chairman
	Jim Boucher (JB)	Board Member
	John Davies (JKD)	Board Member
	Brian Deval (BD)	Board Member
	Ivan Horsfall-Turner (IHT)	Board Member
	Carys Jones (CJ)	Board Member
	Chris Lee (CL) (via Webex)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Prior (RGP)	Board Member
	Shelley Robinson (SR)	Board Member

Also in attendance (non-voting):

Eileen Adams (EA)	Vice-President
Jane Davies (JD)	President
Bryony Gibbs (BG)	Regional Office Manager

216 Apologies

Apologies had been received from:

William Long (WL)
Gary Shields (GS)

217 Minutes of the Meeting held on 20th March 2017

The minutes of the meeting were approved as a true record subject to the following correction:

Page 2 Item 192 Line 7 2016 to be substituted for 2017

Roger Penfold thanked Mike Lambert for his services as Minutes Secretary.

218 Matters Arising

192 – Swim England Rebranding. The twitter account has now been changed to swimming_southeast. The URL for the website will be changed slightly on the back of the website. A positive response has been received from clubs. The printed programme for the Swimming Championships has the Swim England South East branding. The medals design will need to be changed to accommodate the new long, BD is in touch with Swim England about this. New medals will be used for 2018 events. Meeting paperwork is to be amended to Swim England South East

Action: BG / BD

201 – ACM. The Club Matters workshop will require two hours. This will take place 10am-12pm with a 15 minute break before the ACM begins at 12.15pm. A Social Media Workshop has also been confirmed. Eight people from four different clubs are required for the Club Matters workshop.

204 – Regional Administration – JB, EA & RFP have not yet reviewed the Job Description. RFP has the current version and will circulate.

Action: RFP

204 – Regional Administration – RFP and BG discussed proposals for working arrangements prior to the meeting. RFP had been in touch with David Flack (ASASWR), it has been agreed that the SE can continue to use the Wellington address for the interim.

204 – Regional Administration – Resilience, BG had recently taken annual leave and it was felt that this had not caused much disruption.

204 – Regional Administration – RFP confirmed that BG will continue to have access to all services that were available previously including databases and will continue to remain part of the ASAs tech refresh programme should kit need replacing. A printer will be required, BG to look into this and contact IT to arrange.

Action: BG

204 – Regional Administration – RFP has not yet contacted Alan Green but will do so.

Action: RFP

205 – Budget 2017/18. A cheque had been received from Mailsports for 2016

206 – ASA Incorporation. AL, CL RFP, RGP and Susan Harrison attended the Incorporation meeting in Loughborough. The ASA will look to incorporate as a company and seek charitable status. This will result in various changes. During the transitional period both the Group and Sport Governing Board will continue to exist. The proposal will go to ASA Council in October. Of those present at the meeting most seemed supportive. There was no suggestion at this stage that Regions need needed to become incorporated however this may be looked at in future.

Landscape Sheet

Item 5 – Minimum number of shirts required from Mailsports is 140. BD has found another supplier who will do embroidery on shirts supplied to them, it was agreed the Board Member shirts should be white. Item to be removed from sheet.

Item 6 – A Referee Course Leader's session will run in the autumn. Three people from the South East have expressed an interest following communication will all Counties. Item to be removed from sheet.

Item 7 – On Agenda

Item 10/11 – Already discussed

219 **Para Swimming Records**

At the February meeting HM & KJ volunteered to go through Rankings to find the best performances by various classes of Para Swimmers in the Region.

Various queries were raised on the records presented, as below. JD to check these with KJ and following this they will be added to the website.

S14 – 100 freestyle, do they swim this event?

S12 male 100 Freestyle is listed as anonymous. Should this be amended to name withheld?

Action: JD

It was agreed that certificates will be offered to those with recent records, BD to arrange for certificates to be adapted.

Action: BD

220 **Regional Strategy**

A draft of the Regional Strategy and a tri fold leaflet were circulated prior to the meeting. Rosa Gallop has arranged printing of the tri fold document to give out at the championships. It was noted that the phone number and email address for BG need to be

updated. BD is to work on the strategy document in terms of the graphic design, images and various inconsistencies in the grammar also need to be addressed.

The Board recorded thanks to JKD for putting the strategy together and BD for his future input.

The booklet and strategy will be ready for the ACM and will be circulated to the clubs with the ACM paperwork. This will be reviewed summer 2018. It was noted that new images are needed for the disciplines, these need to be very high resolution images. BD to investigate if a photographer can attend events so that a stock of localised images can be obtained, otherwise stock images will need to be used instead. Swimming Group are to look into this for the Swimming Championships.

Action: BD / Swimming Group

221 **Annual Council Meeting 2017**

It was agreed that the following motion be submitted to the Annual Council Meeting in 2017 to enable to Region to react to the expected decision of the ASA Council regarding incorporation:

“That, in the event of the ASA Council passing a resolution for the incorporation of the ASA, the Regional Management Board be authorised to make the requisite arrangements to facilitate any necessary appointments before the Region’s ACM in September 2018”.

Action: BG

222 **Finance – Bank Mandate**

It was agreed to appoint Bryony Gibbs, Regional Office Manager as Secretary of the organisation for the purposes of the mandate to HSBC Bank plc.

Action: BG / RFP

223 **TeamUnify Regional Championships Sponsorship/Partnership**

TeamUnify are a software company based in the USA supplying clubs/organisations around the world. They have asked if they can promote their services at the upcoming championships at K2. Following discussion it was decided that is matter be referred to the Swimming Group.

Action: Swimming Group

It was agreed that the Region may wish to examine its position on commercial agreements going forward. It was decided that BD would put together criteria for such agreements for a future meeting.

Action: BD

224 **Swim England Strategy – Towards a Nation Swimming**

Copies of the strategy were circulated to Board Members electronically. Hard copies were not available although it is understood that hard copies were sent to Clubs and Counties.

225 **Membership Review Group Minutes**

Category 1 membership is declining. This is put down largely to clubs losing their Learn to Swim sessions, often in metropolitan areas, where operators not allowing clubs to run

Learn to Swim. There is also a scatter gun approach amongst Regions and Counties on the fees. Is the fee too high?

Category 3 membership does not attract Regional fees in the East, London or South East however other Regions charge, and then some counties charge in addition to this as well.

There will be a conference call later for the group later in the week.

There is a new free membership being offered, Just Swim. This is for adults in England.

Generally benefits of Membership are not well advertised, these should be promoted more heavily.

Action: AL

226 **Affiliations & Resignations**

An application for affiliation had been received for Kent Wealden Swim Squad. Concerns were raised about the use of the name Wealden as it was felt this did not represent the area geographically. The club had submitted an alternative application for Kent Weald Swim Squad, which was approved.

Both Jersey Water Polo Association and Stowe School remain on the suspended clubs list.

227 **Correspondence**

None received.

228 **ASA Sport Governing Board Minutes 17/18 March 2017**

4.1 The Rules Committee were reappointed.

4.2 There was a long discussion about ASA Friends. There are very few in some areas. It was felt that their training and scope for arbitration should be increased. An update will be provided on this. It was noted that the South East has more ASA Friends than any other Region.

5.1 Finance – A surplus expected at the end of the year. Sport England bids were fairly successful. Funding will equate to around £2 million per year less than in the last four year cycle.

6.1 Incorporation, already discussed. There was discussion on the appointment of the membership board representatives. Sport England rules that this has to be limited to 4 so there cannot be one from each region, this needs to be addressed before council.

7.1 Long services awards – are impossible to achieve due to length on service on committees.

7.2 Regional Licence Panels – appeals against regional panels.

7.3 Low level competition - definitions differ between the disciplines.

7.5 150 year anniversary in 2019 – this will be discussed at the next Regional meeting.

8.1 Revised staff structure – RGP has seen a copy but does not have one.

8.3 The Swim England rebrand is complete.

8.3 Membership – Just Swim Membership was launched.

8.3 Commonwealth 2022 - Durban have pulled out, four British cities have expressed an interest.

9.1 Commonwealth Games England have asked for Governing Bodies for money towards the cost for Athletes and Staff. Some Regions have expressed an interest to support their athletes. The South East were not one of the Regions who expressed an interest.

Selections will not be made until later on in the year so it will not be known until then if

there will be any South East athletes taking part. It was noted that Synchronised Swimming and Water Polo do not take place at the Commonwealth Games.

The Board agreed that this will be addressed when the selections are made. Criteria would need to be addressed.

15.1 The May meeting has been cancelled, they next SGB meeting is July.

Since the last Sport Governing Board meeting took place Jane Nickerson was appointed as Chief Operating Officer.

229 **European & World Junior Selections**

The Region would like to congratulate the following South East swimmers on being selected for the European Junior Championships in Israel (28 June to 2 July):

James Eddy – Wycombe District SC
James McFadzen – Wycombe District SC
Thomas Dean – Maidenhead ASC
Connor Bryan – City of Oxford SC
Alicia Wilson – Guildford City SC

The Region would like to congratulate the following South East swimmers on being selected for the World Junior Championships in the USA (23 to 28 August):

Callum Smart – City of Oxford SC
Anna Maine – Woking SC
Anabel Guye-Johnson – Royal Tunbridge Wells Monson SC

230 **ASA Senior Leadership – March / April 2017**

It was noted that the presentation was much slicker with less acronyms. There is no mention of the coaching courses were promised at the beginning of the year.

231 **AOB**

RGP has decided to resign from the National Swimming Officials Group. Expressions of interest to fill the position have been passed on to the Swimming Group, RGP will remain in post until a replacement has been found. The Swimming Group will put forward a recommendation to the Board for them to endorse.

Swimming Championships – CJ asked if a review of the Championships is undertaken? This is discussed at the Coaches Forum. Looking at how the event went and improvements that can be made for future events. Any feedback should go to Mike Lambert, SER Competition Manager or the Chairman of the Coaches Forum. JKD to confirm who the new chairman is. There was a lot of positive support and enthusiasm for the Championships on social media. Comments were made that the results were not available on meet mobile.

Action: JKD

The meeting was closed at 20.57.

AGENDA ITEM 3

MATTERS ARISING FROM RMB MEETINGS

Updated as at 16 May 2017

	SUMMARY OF AGREED ACTIONS	MIN REF	ACTION	COMMENTS
1	Governance Review Defer – matters arising. More information from Jane Nickerson. Reform the Governance Group to look at this and which areas the board should look at.	15.02.2015 Min 28	SR/DW/WL/RH	<i>Ongoing. SR to circulate new draft document.</i>
2	List of Assets BG to compile a list of assets for Trustees	13.10.2015 Min 140.3	BG	<i>Ongoing</i>
3	Reserves Policy Finance group to report back on “reserves” policy	21.03.16 Min 53.4	Finance Group	
4	Regional Strategy From comments made by the Chairman and Members it was agreed to develop a strategy. This to be created from a review of the Mission Statement, Development Plan and Terms of Reference.	14.07.16 Min 109	JKD/BD	<i>Complete</i>
5	Disability / Para-Swimming Records It was agreed that the Region would begin to maintain records for Para-Swimming. HM & KJ will put this together using best known performances. A process for claiming records will be agreed once this is in place, for completion in April/May.	19.02.17 Min 181	HM / KJ	<i>Complete</i>
6	Regional Administration Roger Penfold bring forward a longer term proposal for working arrangements to the next meeting.	20.03.17 Min 204	RFP	
7	Regional Administration Jim Boucher, Eileen Adams and Roger Penfold to form a small group to define a Job Description.	20.03.17 Min 204	JB, EA, RFP	
8	Regional Administration John Davies, Gary Shields, Chris Lee and Mike Lambert to form a small group to address the question of resilience (how does the region cope with illness and holidays).	20.03.17 Min 204	JD, GS, CL, ML	
9	Regional Administration Roger Penfold to request a list of ASA services that the Regional Office Manager will have access to.	20.03.17 Min 204	RFP	<i>Complete</i>
10	Commercial Agreements It was agreed that the Region may wish to examine its position on commercial agreements going forward. It was decided that BD would put together criteria for such agreements for a future meeting.	09.05.17 Min 223	BD	

Updated 16/05/2017 BG

**ASA South East Region Report
Income and Expenditure Account for the period-ended 31/03/2017**

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
<u>Disciplines:</u>			
Swimming Development Income	(14,122.00)	(16,533.25)	(2,411.25)
Swimming Development Costs	35,827.97	31,551.32	(4,276.65)
Sub total Swimming Development	21,705.97	15,018.07	(6,687.90)
Swimming Comp Income	(51,944.31)	(70,470.85)	(18,526.54)
Swimming Comp Expenditure	41,525.41	58,191.33	16,665.92
Swimming Group Meeting Expenses	1,374.30	787.43	(586.87)
Net Swimming position:	12,661.37	3,525.98	(9,135.39)
Income Synchro	(18,588.80)	(9,021.00)	9,567.80
Synchro Expenditure	32,214.58	23,771.84	(8,442.74)
Net Synchro position:	13,625.78	14,750.84	1,125.06
Income Diving	(2,922.50)	(3,626.03)	(703.53)
Diving Expenditure	17,022.03	17,536.86	514.83
Net Diving position:	14,099.53	13,910.83	(188.70)
Income Water Polo	(5,990.00)	(3,585.00)	2,405.00
Water Polo Expenditure	19,878.40	13,260.71	(6,617.69)
Net Water Polo position:	13,888.40	9,675.71	(4,212.69)
Income Masters	(14,003.48)	(14,811.07)	(807.59)
Masters Comp Expenses	12,128.24	13,684.96	1,556.72
Masters Group Meetings & Training Day	1,355.96	1,522.53	166.57
Net Masters position:	(519.28)	396.42	915.70
Income Open Water Championship	(1,534.50)	(1,380.00)	154.50
Open Water Expenditure	2,545.08	3,298.87	753.79
Net Open Water position:	1,010.58	1,918.87	908.29
Income Disability Events/P2P/Grants	-	(625.20)	(625.20)
Disability Expenditure	6,297.45	5,709.90	(587.55)
Net Disability position:	6,297.45	5,084.70	(1,212.75)
Total disciplines	61,063.83	49,263.35	(11,800.48)
Other income:	(155,096.78)	(193,771.52)	(38,674.74)
Other expenses:	145,749.48	137,322.14	(8,427.34)
(Surplus) / Deficit:	51,716.53	(7,186.03)	(58,902.56)

**ASA South East Region Report
Income and Expenditure Account for the period-ended 31/03/2017**

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
Profit & Loss			
Income	(264,202.37)	(313,823.92)	(49,621.55)
Expenditure	134,341.45	137,764.43	3,422.98
Direct Expenses	99,477.33	93,436.49	(6,040.84)
Overheads	82,100.12	75,436.97	(6,663.15)
Taxation			
	<u>51,716.53</u>	<u>(7,186.03)</u>	<u>(58,902.56)</u>
Sales			
Membership Income	(114,877.30)	(150,423.00)	(35,545.70)
Sponsorship Income	(5,000.00)	(5,000.00)	-
Miscellaneous Income	(30.00)	(124.30)	(94.30)
Bank Interest	(132.69)	(127.12)	5.57
Income Licence Meet Fees	(35,056.79)	(38,097.10)	(3,040.31)
Income Swimming	(66,066.31)	(87,004.10)	(20,937.79)
Income Synchro	(18,588.80)	(9,021.00)	9,567.80
Income Diving	(2,922.50)	(3,626.03)	(703.53)
Income Water Polo	(5,990.00)	(3,585.00)	2,405.00
Income Masters	(14,003.48)	(14,811.07)	(807.59)
Income Open Water Championship	(1,534.50)	(1,380.00)	154.50
Income Disability Events/P2P/Grants	-	(625.20)	(625.20)
	<u>(264,202.37)</u>	<u>(313,823.92)</u>	<u>(49,621.55)</u>
Disipline Expenditure			
Swimming Comp Expenditure	41,525.41	58,191.33	16,665.92
Swimming Group Meeting Expenses	1,374.30	787.43	(586.87)
Synchro Expenditure	32,214.58	23,771.84	(8,442.74)
Diving Expenditure	17,022.03	17,536.86	514.83
Water Polo Expenditure	19,878.40	13,260.71	(6,617.69)
Masters Comp Expenses	12,128.24	13,684.96	1,556.72
Masters Group Meetings & Training Day	1,355.96	1,522.53	166.57
Open Water Expenditure	2,545.08	3,298.87	753.79
Disability Expenditure	6,297.45	5,709.90	(587.55)
	<u>134,341.45</u>	<u>137,764.43</u>	<u>3,422.98</u>

**ASA South East Region Report
Income and Expenditure Account for the period-ended 31/03/2017**

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
Central Development			
Teacher and Coaches Bursaries	43,866.44	34,915.57	(8,950.87)
CPD Regional Courses	2,843.40	5,886.72	3,043.32
Officials Licensing	600.00	1,680.00	1,080.00
Swim21 Networks	5,000.00	11,750.00	6,750.00
Support Long Distance Meets	-	400.00	400.00
Swim21 Panel Expenses	1,515.34	979.55	(535.79)
Athlete Bursaries: Exceptional Expense	4,171.07	1,118.75	(3,052.32)
Young Volunteers	5,095.96	4,586.08	(509.88)
Team Managers Forum	557.15	968.50	411.35
Support ASA Talent Camps	9,837.26	8,718.74	(1,118.52)
Offshore Camp	14,810.56	14,701.48	(109.08)
Other Swim Development	11,180.15	7,731.10	(3,449.05)
	<u>99,477.33</u>	<u>93,436.49</u>	<u>(6,040.84)</u>
Central Establishment / Governance			
RMB	5,698.05	5,075.25	(622.80)
Chairman/Presidents Expenses	223.88	698.10	474.22
Development Group	705.05	606.65	(98.40)
Finance Group	120.60	191.70	71.10
Other Groups	60.00	-	(60.00)
Regional Welfare Officer Expenses	14.85	39.60	24.75
ACM	2,332.08	2,478.34	146.26
Regional Trophies and Awards	-	27.50	27.50
Accountancy Fees	1,560.00	1,560.00	-
ASA Council Expenses	1,160.96	637.32	(523.64)
Newsletter/Mailings/Communication	266.40	599.40	333.00
Communication Expenses	3,725.15	1,244.97	(2,480.18)
Miscellaneous	396.81	303.15	(93.66)
Donations	-	(1,260.00)	(1,260.00)
Awards & Engravings	1,999.85	1,698.67	(301.18)
Payments to ASA for Central Establishment Cost	189.00	191.00	2.00
AO's/RCDO's Contributions	62,864.31	60,510.76	(2,353.55)
Bank Charges	743.80	834.56	90.76
Youth Forum	39.33	-	(39.33)
	<u>82,100.12</u>	<u>75,436.97</u>	<u>(6,663.15)</u>

ASA South East Region Report
Income and Expenditure Account for the period-ended 31/03/2017

	<u>Notes:</u>	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
		£	£	£
Income				
Affiliation fees		(114,877.30)	(150,423.00)	(35,545.70)
Licensed meet fees		(35,056.79)	(38,097.10)	(3,040.31)
Bank interest (net)		(132.69)	(127.12)	5.57
Sponsorship		(5,000.00)	(5,000.00)	-
Miscellaneous		(30.00)	(1,384.30)	(1,354.30)
		<u>(155,096.78)</u>	<u>(195,031.52)</u>	<u>(39,934.74)</u>
Expenditure				
Cost of Democracy				
Regional council meeting		2,332.08	2,478.34	146.26
ASA council		1,160.96	637.32	(523.64)
Regional management board		5,698.05	5,075.25	(622.80)
President's expenses		223.88	698.10	474.22
Welfare officer's expenses		14.85	39.60	24.75
Finance group costs		120.60	191.70	71.10
Accountancy fees		1,560.00	1,560.00	-
Bank charges		743.80	834.56	90.76
		<u>11,854.22</u>	<u>11,514.87</u>	<u>(339.35)</u>
Disciplines				
Diving (net)		14,099.53	13,910.83	(188.70)
Disability (net)		6,297.45	5,084.70	(1,212.75)
Masters (net)		(519.28)	396.42	915.70
Open water (net)		1,010.58	1,918.87	908.29
Swimming (net)		1,481.22	(4,205.12)	(5,686.34)
Synchronised swimming (net)		13,625.78	14,750.84	1,125.06
Water polo (net)		13,888.40	9,675.71	(4,212.69)
Medals		1,999.85	1,726.17	(273.68)
		<u>51,883.53</u>	<u>43,258.42</u>	<u>(8,625.11)</u>
Development plan				
Development group costs		705.05	606.65	(98.40)
Course subsidies		45,335.80	34,915.57	(10,420.23)
Swim21		6,515.34	12,729.55	6,214.21
Volunteer training		18,807.30	20,852.40	2,045.10
Athlete Support		4,171.07	1,118.75	(3,052.32)
Youth Forum		39.33	-	(39.33)
		<u>75,573.89</u>	<u>70,222.92</u>	<u>(5,350.97)</u>
Staffing				
Contributions to RCDO		62,864.31	60,510.76	(2,353.55)
Central establishment costs		4,637.36	2,338.52	(2,298.84)
		<u>67,501.67</u>	<u>62,849.28</u>	<u>(4,652.39)</u>
		<u>206,813.31</u>	<u>187,845.49</u>	<u>(18,967.82)</u>
(Surplus) / Deficit	5	<u>51,716.53</u>	<u>(7,186.03)</u>	<u>(58,902.56)</u>

ASA South East Region Report
Balance Sheet as at 31/03/2017

	<u>Notes:</u>	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
		£	£	£
Current Assets				
Debtors	2	49,320.73	43,548.71	(5,772.02)
Cash at Bank	3	287,897.57	304,164.88	16,267.31
		<u>337,218.30</u>	<u>347,713.59</u>	<u>10,495.29</u>
Less: Current liabilities				
Creditors	4	(41,487.72)	(44,796.98)	(3,309.26)
		<u>295,730.58</u>	<u>302,916.61</u>	<u>7,186.03</u>
Total Assets Less Current Liabilities				
Accumulated Surplus	5	(295,730.58)	(302,916.61)	(7,186.03)
		<u>(295,730.58)</u>	<u>(302,916.61)</u>	<u>(7,186.03)</u>

Notes to the Financial Statements for the period-ended 31/03/2017

1 Accounting policies

The financial statements have been prepared under the historical cost convention.

2 Debtors

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
Prepayments and accrued income	49,320.73	43,548.71	(5,772.02)
	<u>49,320.73</u>	<u>43,548.71</u>	<u>(5,772.02)</u>

3 Cash at bank

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
Cash at Bank - General Purposes	250,897.57	267,164.88	16,267.31
Cash at Bank - Restricted Cash	37,000.00	37,000.00	-
	<u>287,897.57</u>	<u>304,164.88</u>	<u>16,267.31</u>

Included within Cash at Bank at the balance sheet date is £37000 (2014: £37000) of Restricted Cash which relates to the Amateur Swimming Association specifically to cover expenditure in the Disability Swimming discipline. As such, restricted for this use until spent or released by the Amateur Swimming Association for general purposes.

4 Creditors

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
Amounts falling due within one year:			
Trade Creditors	(254.10)	(24,634.74)	(24,380.64)
Accruals and deferred income	(41,233.62)	(20,162.24)	21,071.38
	<u>(41,487.72)</u>	<u>(44,796.98)</u>	<u>(3,309.26)</u>

ASA South East Region Report

Notes to the Financial Statements for the period-ended 31/03/2017 (Continued)

5 Accumulated Surplus

	<u>31/03/2016</u>	<u>31/03/2017</u>	<u>Variance to</u> <u>31/03/2016</u>
	£	£	£
General Fund:			
Balance brought forward at 1 April	(347,447.11)	(295,730.58)	51,716.53
(Surplus) / deficit for the year	<u>51,716.53</u>	<u>(7,186.03)</u>	<u>(58,902.56)</u>
Balance carried forward at end of period	<u>(295,730.58)</u>	<u>(302,916.61)</u>	<u>(7,186.03)</u>

6 Related Party Transactions

The Region is controlled by the Regional Management Board on behalf of the members.

Budget Report

From: Month 1, April 2016
To: Month 12, March 2017

Chart of Accounts:

ASA SE Region Management Accounts [PARTIAL]

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
INCOME								
Membership Income	150,423.00	47.93	145,000.00	5,423.00	150,423.00	47.93	145,000.00	5,423.00
Sponsorship Income	5,000.00	1.59	5,000.00	0.00	5,000.00	1.59	5,000.00	0.00
Miscellaneous Income	124.30	0.04	0.00	124.30	124.30	0.04	0.00	124.30
Bank Interest	127.12	0.04	100.00	27.12	127.12	0.04	100.00	27.12
Income Licence Meet Fees	38,097.10	12.14	31,000.00	7,097.10	38,097.10	12.14	31,000.00	7,097.10
Income Swimming	70,595.85	22.50	59,200.00	11,395.85	70,595.85	22.50	59,200.00	11,395.85
Income Synchro	9,021.00	2.87	10,480.00	(1,459.00)	9,021.00	2.87	10,480.00	(1,459.00)
Income Diving	3,626.03	1.16	2,920.00	706.03	3,626.03	1.16	2,920.00	706.03
Income Water Polo	3,585.00	1.14	5,250.00	(1,665.00)	3,585.00	1.14	5,250.00	(1,665.00)
Income Masters	14,811.07	4.72	13,200.00	1,611.07	14,811.07	4.72	13,200.00	1,611.07
Income Open Water	1,380.00	0.44	1,300.00	80.00	1,380.00	0.44	1,300.00	80.00
Income Disability Events/P2P/Grants	625.20	0.20	750.00	(124.80)	625.20	0.20	750.00	(124.80)
Income Swim Development	11,642.00	3.71	5,000.00	6,642.00	11,642.00	3.71	5,000.00	6,642.00
Income Development	4,766.25	1.52	0.00	4,766.25	4,766.25	1.52	0.00	4,766.25
	313,823.92	100.00	279,200.00	34,623.92	313,823.92	100.00	279,200.00	34,623.92
DISCIPLINE EXPENDITURE								
Swimming Comp Expenditure	58,191.33	18.54	52,760.00	(5,431.33)	58,191.33	18.54	52,760.00	(5,431.33)
Swimming Group Meeting Expenses	787.43	0.25	1,000.00	212.57	787.43	0.25	1,000.00	212.57
Synchro Expenditure	23,771.84	7.57	33,627.95	9,856.11	23,771.84	7.57	33,627.95	9,856.11
Diving Expenditure	17,536.86	5.59	21,770.00	4,233.14	17,536.86	5.59	21,770.00	4,233.14
Water Polo Expenditure	13,260.71	4.23	23,180.00	9,919.29	13,260.71	4.23	23,180.00	9,919.29
Masters Comp Expenses	13,684.96	4.36	14,570.00	885.04	13,684.96	4.36	14,570.00	885.04
Masters Group Meetings & Training	1,522.53	0.49	1,270.00	(252.53)	1,522.53	0.49	1,270.00	(252.53)
Open Water Expenditure	3,298.87	1.05	2,560.00	(738.87)	3,298.87	1.05	2,560.00	(738.87)
Disability Expenditure	5,709.90	1.82	10,260.00	4,550.10	5,709.90	1.82	10,260.00	4,550.10
	137,764.43	43.90	160,997.95	23,233.52	137,764.43	43.90	160,997.95	23,233.52
CENTRAL DEVELOPMENT								
Teacher and Coaches Bursaries	34,915.57	11.13	45,000.00	10,084.43	34,915.57	11.13	45,000.00	10,084.43
CPD Regional Courses	5,886.72	1.88	4,000.00	(1,886.72)	5,886.72	1.88	4,000.00	(1,886.72)
Counties Working Meetings	0.00	0.00	400.00	400.00	0.00	0.00	400.00	400.00
Officials Licensing	1,680.00	0.54	1,000.00	(680.00)	1,680.00	0.54	1,000.00	(680.00)
Swim21 Networks	11,750.00	3.74	12,400.00	650.00	11,750.00	3.74	12,400.00	650.00
Regional Development Day & Consult	0.00	0.00	3,000.00	3,000.00	0.00	0.00	3,000.00	3,000.00
Support Long Distance Meets	400.00	0.13	1,500.00	1,100.00	400.00	0.13	1,500.00	1,100.00
Swim21 Panel Expenses	979.55	0.31	1,400.00	420.45	979.55	0.31	1,400.00	420.45
Athlete Bursaries: Exceptional Expen	1,118.75	0.36	1,000.00	(118.75)	1,118.75	0.36	1,000.00	(118.75)
Young Volunteers	4,586.08	1.46	3,000.00	(1,586.08)	4,586.08	1.46	3,000.00	(1,586.08)
Team Managers Forum	968.50	0.31	700.00	(268.50)	968.50	0.31	700.00	(268.50)
Support ASA Talent Camps	8,718.74	2.78	4,000.00	(4,718.74)	8,718.74	2.78	4,000.00	(4,718.74)
Offshore Camp	14,701.48	4.68	12,000.00	(2,701.48)	14,701.48	4.68	12,000.00	(2,701.48)
Other Swim Development	7,731.10	2.46	12,000.00	4,268.90	7,731.10	2.46	12,000.00	4,268.90
	93,436.49	29.77	101,400.00	7,963.51	93,436.49	29.77	101,400.00	7,963.51
Gross Profit/(Loss):	82,623.00	26.33	16,802.05	65,820.95	82,623.00	26.33	16,802.05	65,820.95
CENTRAL ESTABLISHMENT/GOVERNA								
RMB	5,075.25	1.62	4,800.00	(275.25)	5,075.25	1.62	4,800.00	(275.25)
Chairman/Presidents Expenses	698.10	0.22	1,750.00	1,051.90	698.10	0.22	1,750.00	1,051.90
Communication Group	0.00	0.00	3,800.00	3,800.00	0.00	0.00	3,800.00	3,800.00
Development Group	606.65	0.19	750.00	143.35	606.65	0.19	750.00	143.35
Finance Group	191.70	0.06	300.00	108.30	191.70	0.06	300.00	108.30
Regional Welfare Officer Expenses	39.60	0.01	300.00	260.40	39.60	0.01	300.00	260.40
ACM	2,478.34	0.79	2,000.00	(478.34)	2,478.34	0.79	2,000.00	(478.34)
Regional Trophies and Awards	27.50	0.01	200.00	172.50	27.50	0.01	200.00	172.50
Accountancy Fees	1,560.00	0.50	1,500.00	(60.00)	1,560.00	0.50	1,500.00	(60.00)
ASA Council Expenses	637.32	0.20	2,250.00	1,612.68	637.32	0.20	2,250.00	1,612.68
Newsletter/Mailings/Communication	599.40	0.19	0.00	(599.40)	599.40	0.19	0.00	(599.40)
Communication Expenses	1,244.97	0.40	500.00	(744.97)	1,244.97	0.40	500.00	(744.97)
Miscellaneous	303.15	0.10	1,000.00	696.85	303.15	0.10	1,000.00	696.85
Donations	(1,260.00)	(0.40)	0.00	1,260.00	(1,260.00)	(0.40)	0.00	1,260.00
Awards & Engravings	1,698.67	0.54	2,000.00	301.33	1,698.67	0.54	2,000.00	301.33
Payments to ASA for Central Establis	191.00	0.06	0.00	(191.00)	191.00	0.06	0.00	(191.00)
RCDO Costs	60,510.76	19.28	65,000.00	4,489.24	60,510.76	19.28	65,000.00	4,489.24

ASA South East Region
Budget Report

From: Month 1, April 2016
To: Month 12, March 2017

Chart of Accounts:

ASA SE Region Management Accounts [PARTIAL]

	<u>Period</u>				<u>Year to Date</u>			
	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>	<u>Actual</u>	<u>Ratio(%)</u>	<u>Budget</u>	<u>Variance</u>
Bank Charges	834.56	0.27	500.00	(334.56)	834.56	0.27	500.00	(334.56)
Youth Forum	0.00	0.00	5,000.00	5,000.00	0.00	0.00	5,000.00	5,000.00
	75,436.97	24.04	91,650.00	16,213.03	75,436.97	24.04	91,650.00	16,213.03
Net Profit/(Loss):	7,186.03	2.29	(74,847.95)	82,033.98	7,186.03	2.29	(74,847.95)	82,033.98

Chairman's report

This report covers the third year of my period as Chairman of the Regional Management Board. As always, it has been an interesting year ...

I would like to start by paying tribute to Ray Hedger, who was Vice-Chairman until he retired from the Board, at the Annual Council Meeting (ACM) last year. I was most grateful to Ray for "looking after the shop" for the first quarter of the year, whilst I was recovering from my accident: it was good to know that the Board was in such capable hands. As I say, Ray decided to stand down as a Board member in 2016. He was our first representative on the ASA Board, been President of the Region and was President of the Amateur Swimming Association (ASA) in 2014/15, the first such president from this region. You will, of course, appreciate that Ray's active role in the sport goes back decades, well into the era of the former Southern Counties ASA, where, for instance, he served on the Management Committee. The Board misses his wise counsel, generated by his years of experience.

As you know, four members of the Board retire by rotation, at each ACM. Jim Boucher, Alan Lewis and Roger Prior put themselves forward, and were re-elected. Carys Jones (Dorking SC) was elected. The Board was delighted to welcome Carys, as it went some way to redressing the gender imbalance – there are now 2 women on the Board! Seriously, though, given the gender balance in the sport, we need more women to put themselves forward to help the strategic management of the sport: Jane Nickerson is, unless I am very much mistaken, the first female chief executive of our governing body.

One of the issues coming from my appraisal by my peers on the Board was that the Region needed a refreshed strategy. Thanks to the work of John Davies, who succeeded Ray as Vice-Chairman, we have a new strategy, which we have sought to dovetail into the strategy developed by the national governing body ("Towards a nation swimming"), where your Region has the capability to influence outcomes. Brian DeVal has been key in shaping the presentation of the strategy, which will help direct the Board, and the work of disciplines, over the coming years.

The new strategy is a key element in the desire of the Board, on behalf of the Region, to interact more with our 215 affiliated clubs and their 37,023 members. Our new web presence has gone from strength to strength over the past year, thanks to the work of Brain and his associates, and we have entered the burgeoning world of social media, although, if I am honest, I doubt that many of the Board members are aficionados of Twitter or Facebook!

On a sadder note, the Board and I are disappointed that accounts again show a surplus for the year in question, despite the best intentions of the disciplines etc. Gary Shields, the Board Member responsible for Finance, provides more information about this elsewhere in the report.

I see that I mentioned last year that there had been some minor shuffling of the staff pack at the ASA in 2015/16. 2016/17 proved to be a year of much greater change! In order to trim its costs, in the face of anticipated reductions in Sport England funding, the ASA decided to sweep away all the posts it deployed in the regions, except for its club development officers. At a stroke, therefore, on 31 March 2017, the posts of divisional leads, divisional office managers and Area Swim Managers (previously aquatic officers) were terminated.

As you will appreciate, our administrative support, hitherto provided by the ASA, latterly via the divisional office in Somerset, was to be wiped out. The Board decided that it would be difficult, if not impossible, in this day and age, to replicate the services provided by Bryony Gibbs, the Divisional Office Manager, with volunteers. Accordingly, we were pleased to be able to offer Bryony the opportunity to come and work for us direct, as Regional Office Manager, with effect from 1 April. I am delighted that Bryony accepted the offer! I must here pay tribute to the unfailing support she provided to the Region over the year and I look forward to working collaboratively with her, going forward.

We are, I think, blessed with particularly committed and enthusiastic staff. Kristie Jarrett and Helen Mack go from strength to strength as our Regional Club Development Officers, working closely with Rosa Gallop, Swim England's Club Development Officer for this neck of the woods. And we are most grateful to Freedom Leisure for continuing to host them.

Another major change nationally was the decision of the ASA to rebrand itself. This seems mostly to have been driven by a desire not to be confused, in the outside world, with the Advertising Standards' Agency. Although formally still the Amateur Swimming Association, the ngb now has a "Ronseal" title – Swim England, and a new brand image. The ASA hoped that the regions would embrace this change, and I am proud to say that the Region was the first to convert. So, for "trading" purpose we are now Swim England South East, albeit with a logo that, in monotone, might be confused with one of the prevalent energy suppliers in the Region!

Finally, in this round up of national matters, the ASA has been exploring incorporation – becoming a limited company – and a proposal to that effect will be presented to the national ACM in October this year. The ASA has taken time and effort to spread the message through the regions, and I now think it would be surprising if Council rejected the proposal. In due course, the Board might well be coming to the membership with a similar proposal for the Region.

In conclusion, I should like to thank, both personally, and on your behalf, the members of the Board – all volunteers – who, beside attendance at Board meetings, contribute in so many other ways to the success of the sport in the Region. Each member has a role in liaison with a discipline, serving on a Board sub-committee, supporting the vital work of the Development Group, or fronting the Youth Panel.

I must also pay tribute to the unstinting work of our Presidents in the year – Mike Lambert to September 2016 and Jane Davies since. You will know them to be indefatigable stalwarts of the various disciplines of our sport and of the Region

Roger Penfold

Chairman

Regional Management Board.

President's Report

It has been a great honour and a privilege to serve as your President for 2016-2017 and although my term of office has several months to go I would like to thank everyone for making me so welcome as I have travelled around the Region. What a pleasure it is to present medals and trophies to our athletes who train so hard to achieve their goals.

The South East is the largest Region in England not only in terms of membership and the most clubs but also the distances athletes need to travel in order to compete. To date I have attended some of the County Swimming Championships in each of our constituent Counties and Regional Championship events in Diving, Swimming, Synchro and Water Polo. Open Water is yet to come.

Recently a colleague reminded me that "*watching aquatic sports can be very boring*" and a good way to combat this boredom is to volunteer. As a volunteer for more years than I care to mention that was not the reason why I became involved with the Sport. The Region has a wealth of volunteers who support our athletes with many easily identified at competitions however every club is managed by volunteers as is your Regional Board.

I would like to pay tribute to the members of the Regional Board and the discipline managers who work tirelessly to provide our athletes with the best opportunities to achieve their true potential. Not every athlete can make the podium at an Olympic Games, however by providing the best environment and given the opportunity to develop to his or her potential an athlete can develop and may be an Olympian of the future.

I would encourage everyone to volunteer as every club needs individuals to help out in a variety of ways, many of them not onerous but invaluable, and who knows, your small contribution may help a future Olympic medallist.

Jane Davies

Swimming

The good news is that we finally have a new 50m pool in the North of the region. However, we face some challenges in its use including working around the restrictions on electrical equipment on the pool deck, limiting access to the deck to people without accreditation either as an official or competitor and limited lockers.

Despite the opening of the new pool in Wycombe, we continue to struggle with facilities in the region.

The best facility for competition remains K2 in Crawley, but only a limited number of bookings are accepted and there is no warm-down pool. There are long term plans to replace the starting blocks and to install backstroke ledges, but no committed dates.

Mountbatten in Portsmouth is in poor condition and responsibility for maintenance has just transferred from Parkwood Leisure to Portsmouth City Council.

Surrey Sports Park is not suitable for Regional Championships because of restricted space around poolside. In reality, we have very little choice of pools we use for our championships.

The Swimming Competition Group meet by videoconference about once every two months. The primary focus of these meetings is the planning and execution of the region's Swimming Championships.

This Group oversees the operation of the Region Licensing Panel that checks applications for meet licenses and scrutinises the reports produced by the referee and promoter. Rather than being officious, the group aims to act as mentors to help clubs improve the events they organise.

The Swimming Competitions Group also works closely with the Coaches Forum in the planning of championships. Forum members have pressed for the provision of back-stroke ledges, because our swimmers aiming for National competition are at a disadvantage compared to swimmers who do have access to pools equipped with them. We are working with operators to encourage their introduction.

Our championships held in the year were:

- 15/Over Championships, Mountbatten Centre, Portsmouth
- 14/Under Championships, K2 Crawley

- Winter Championships, Mountbatten Centre, Portsmouth

All events went smoothly. The qualifying standards resulted in the appropriate number of swimmers. Timings were tight, but all events were completed in accordance with the constraints applying to all licensed meets.

We constantly try to improve the competitions that we run. During the year we made a number of innovations including:

- Successfully introducing separate session for finals – this was requested by coaches.
- Improving the presentation of finals and the awards ceremonies so that our swimmers success are really celebrated.
- Changing the way that clubs pay for entries to simplify the process and reduce paperwork.

All our competitions provide excellent opportunities for officials in training to experience high quality competitions and receive mentoring opportunities and this has been partially successful. However our attempts to recruit young volunteers has so far not been as successful as we had hoped.

We continue to struggle to get sufficient non-technical volunteers for our competitions and people don't seem to take their commitment to help seriously. On more than one occasion the people who agreed to man the door to the spectator gallery just did not turn up. It is very difficult to run the range of competitions we do with so few volunteers willing to take on some of the essential roles.

We have had some success in recruiting new non-technical volunteers into specific areas and have a pool of people able to run our in a number of areas Meet Management system and have also a team able to take on the important role of announcers.

We will continue to try to operate with volunteers, but the time may come when we need to pay people to do some of these jobs.

Mike Lambert

Development

Our region is the largest in England with more Members, more Swim21 Clubs and more Networks than any other. To support these individuals and groups we provide a range of development opportunities across all disciplines as well as employing dedicated staff to help run the programme.

All the training programmes delivered by the Region are overseen by the Development Group, the Coaches' Forum and the Discipline Groups. In this way we are able to ensure that programmes are developed and targeted to have the most benefit for our athletes, volunteers and clubs.

We have made significant progress over the past year against our agreed Development Plans for 2014 – 2017. Key to this success has been our team of Development Officers; Helen Mack, Kristie Jarrett and Rosa Gallop, with the Development Group providing oversight, management, co-ordination, and review. Bryony Gibbs also provides support for all the development activities that involve funding.

In addition, our staff provide links into Counties through attendance at County Meetings and County Development Days.

Workforce development

The Region supports the development of Teachers, Coaches, Team Managers and other Volunteers to provide a safe environment in which our athletes can flourish.

Training for coaches has been inhibited by the ASA/IOS lack of progress in re-writing the courses.

We held two coach workshops and a coaches conference during the year covering a range of topics from planning, land training, backstroke technique and coaching females.

Unfortunately two other events had to be cancelled because of low numbers.

During March we hosted a regionally based county conference at Wycombe Leisure Centre led by England Programmes. This focussed on level 1 coaches and coaches that will be participating in the county 11 year old camps.

The annual Team Manager forum took place in September at the Holiday Inn, Guildford. The attendance at this event has grown over the last three years with 20 in attendance this time.

The group received a presentation on managing social media, information for team managers on making a protest and experiences of taking the regional team abroad.

We held a Referees Forum and provided Course Leader's training so that all officials working in the Region have up to date knowledge and contribute to the best competitions for our athletes. Training of officials is carried out in Counties and continues to produce competent qualified officials at all levels.

Our young volunteer programme has 63 young people enrolled. The aim is to increase the number of trained young people and to improve accessibility to formal and informal training opportunities.

As part of this programme we delivered two Development Days that were well attend. Following the first Development Day, the young people are expected to undertake 10 hours volunteering in their club environment before attending a second Development Day and volunteering at an aquatic event (club, county or regional) over the following 12 months.

The programme includes training on a range of skills and aims to provide recognised qualifications including;

- ASA Young Aquatic Helper Certificate
- ASA Timekeepers Course (or discipline specific officiating qualification)
- St. Johns Emergency First Aid
- Sports Coach UK – Safeguarding for Young Volunteers (13+)

Young People 16 years and over can also attend an ASA Team Manager Training (Module 1) workshop.

Athlete development

During September we hosted England Pathway camps at Wycombe Abbey School and ACS International School in Cobham. These are annual camps focussing talented 11 and 12 year

olds from across the region. In all 144 athletes were selected based on the rankings in Olympic events from 1st January – 31st March 2016.

The coaches' forum felt that this time period was good for the given age range to ensure that we had swimmers that were currently competing. Given that the county championships were the main events during the selection period both long and short course rankings were used.

The camp's programme consisted of two stroke and skill based pool sessions, land training, pre and post pool sessions and a workshop covering nutrition and lifestyles for the 11 year olds and goal setting and injury prevention for the 12 year olds. Parents were also invited to attend separate workshops covering the same content.

A team of four head coaches were appointed and 25 additional coaches attended as lane coaches. Four team managers were involved over the two weekends.

A team of 22 swimmers, selected on the basis of performances at the Regional Winter Championships, travelled to the French Federation golden tour leg in Nice in February.

The trip provided our most talented athletes with the opportunity to compete in an offshore competition and experience the different challenges that are involved. It also provides opportunities for Coaches and Team Managers to extend their experience by working with different swimmers.

Team List

The team were supported by Team leader Jo Ulyett (City of Milton Keynes) with Terry Norris (Chalfont Otters) as team manager, Kevin Brooks (Wycombe District) Lead Coach and Kyle Frantzeskou (City of Oxford).

Club development

The Region has continued working with clubs to achieve Swim21 accreditation. Swim21 criteria and requirements changed during the year causing an increased workload. There are now over 100 Swim21 clubs in our Region. During the year 10 clubs achieved Swim21

Essential accreditation. This is the highest number in any Region and over twice the number of some Regions.

We have continued good progress in establishing networks of clubs so that our athletes and coaches can benefit from different training opportunities and learn from each other. Networks are accredited in a similar way to clubs and achieve Swim21 Network status.

At the end of the year we had established 14 Swim 21 Networks across Swimming, Diving, Synchro and water polo.

The Region has two Synchro, one Swimming and one Diving Beacon programmes running during the year.

Talented athletes from across the Region are invited to join a Beacon programme and benefit from specific training sessions. Each Beacon programme is hosted by a club and they have a quarterly review looking at the activities, business plan and finances, all of which are then reported to the ASA.

Funding opportunities

We continue to provide bursaries to provide much needed support in our sport. The major bursaries are for teachers and coaches' courses where we have supported 86 teachers and coaches from 48 clubs. We have also provided funding for CPD courses in Safeguarding, Equity and Coaching Disabled Athletes.

We have reinstated support for distance events and have been able to support the one application received during the year.

John Davies

Diving

It was a very good year for diving with well supported development work, excellent competition and strong performances.

The regional Diving Talent Camps were extremely successful during the year laying the foundations for future years.

Delivering skills with distinction - motivational talk from Peter Waterfield.	April	21 divers
Working on new dive skills - motivational video and adhering your own standards of excellence talk.	May	26 divers
Preparing for club Internationals - review of current season and looking to the future.	June	24 divers
Back to training - what we learned from the Olympics.	Aug	22 divers
Preparing for the new Season and Talent Games - pre-competition and competition behaviour checklist.	Sept	24 divers
Preparing for forthcoming events - Pilates for the divers and a coach workshop from CJ Lee for the coaches.	Oct	23 divers
Preparing new skills and consolidating basic skills.	Nov	25 divers

A physiotherapist was in attendance at all of the camps working with us to ensure that prehab and rehab was carried out effectively and providing critique our work. A qualified strength and conditioning coach has also been present.

Alongside each camp we held coaches meetings to review and develop the delivery of the camps. All coaches from all programmes have had the opportunity to be involved in this.

Regional qualifying L2 and L3 competitions were run successfully.

Level 2 (Skills) Competition

There were 164 divers from 3 Regions (South East, London and East) competing, of these 107 divers came from the South East. The breakdown by Gender/Age below:

Age (yrs)	Girls	Boys
8/9	10	2
10/11	11	11
12/13	27	26
14 - 16	13	9

Level 3 (Age Group) Competition

Three regions were represented; South East, London and East, with 92 divers taking part, each diver performing on 1m, 3m and platform, or a combination of these. The South East had 48 divers competing as shown in the table below.

Age(yrs)	Girls	Boys
10/11	7	15
12/13	21	18
14/15	25	19
16 - 18	8	12

In the Regional L3 (Age group) competition 67% of the South East divers made the National Recommended Qualifying Standard.

The Swim21 network in the region includes Southampton Diving Academy (SDA), Albatross (Reading) Star (Guildford) Amersham, Highworth Phoenix, Tunbridge Wells, Wessex, Crawley and West Wilts.

Through Regional talent camps we have been able to offer training for Team Managers, Judging, Recorders, 'Rig' CPD, 'Hands-on somersault' CPD, 'Fixed and open mindset' workshop, 'The talent pathway' workshop, 'Talent Games' workshop, 'Twisting' workshop and a Motivational workshop.

One of the main challenges for diving in the region is going to be finding new volunteers to take the sport forward. Following the resignation of the diving manager in May the group no longer has a manager. As a temporary measure Frank Clewlow/Emma West have stepped but neither are able to make a long term commitment to the role.

Masters

Masters Development Day

Our Masters Development Day in April at the Sevenoaks Leisure Centre was organised by Glen Isaacs, the Kent County Masters representative. There were only positive comments from the 20 athletes who took part. The day included a presentation by Karen Howell, Chartered Sports Psychologist, on the psychology of training and competing, supervised warm up exercises with Jose Suarez and a pool session overseen by Steve Bratt and Geoff Stokes.

Masters Short Course Competition at the Spectrum, Guildford

Once again entries had to close early as the sessions filled up - 130 men and 121 women as well as 19 relay teams. We again experienced problems recruiting officials but persistent efforts found sufficient to make the meet a success.

Masters Long Course Competition at K2, Crawley

Once again the entries for this event broke all records with 479 total comprising 248 men and 231 women, 40 relay teams were also entered. With the usual chasing around sufficient officials were recruited for the meet to run and this it did with no major hiccups although 5 days before the meet the mechanism for the adjustable floor in the deep end of the pool broke and it looked as if the meet would have to be a short course one. Our thanks to the K2 management for ensuring that situation was managed and the event was able to progress as planned. The feedback from the swimmers after the meet was very positive.

Again the sessions had to close nearly a month early due to the large number of entries received. After the ASA National Masters at Sheffield and the British Masters this meet is believed to be the largest Masters event Britain.

Across the programme we saw 11 new British records and 4 European records set.

ASA National Masters & Senior Inter County Championships - SER competition

Oxford and North Bucks hosted the 2016 event at The Leys Pool, Oxford in November. Six counties took part in the SER competition. It was disappointing that Sussex, who had previously won this event on several occasions, were unable to field a team. The results were:

1st Hampshire	322 points
2nd Middlesex	300.5 points
3rd Berks & S Bucks	216 points
4th Kent	201.5 points
5th Surrey	200.5 points
6th Oxford & N Bucks	188.5 points

For the first time in their history Hampshire won the **National Inter-County Masters** competition in which 28 counties participated. SER results as follows.

1st Hampshire	1524 points
4th Middlesex	1444 points
9th Berks & S Bucks	1081 points
14th Kent	995 points
15th Oxford & N Bucks	948 points
17th Surrey	897 points

County Masters Events

With the exception of Oxford & N Bucks all the SER counties held county Masters championships during the year.

The SER Masters Group was pleased to welcome Glen Isaacs as the new Kent representative replacing Shelley Robinson. Shelley undertook to attend meetings until Glen became fully conversant with the role. We were also pleased to welcome William Long as the representative for Sussex. Karen Marchant continues to seek her replacement as Hampshire representative.

Finding willing and capable volunteers to undertake responsibilities for Masters matters in the SER continues to be a problem. As Discipline manager I am seeking help to run the Short Course and Long Course SER Masters competitions as I have run 22 of these competitions to date and need others to take on these tasks. Jim Boucher has agreed to take the lead on the Short Course Masters with my help in managing the entries. We need a similar undertaking for the next Long Course Masters in January.

I will repeat the statement made in last year's report as the situation hasn't changed significantly.

"Although the SER Masters appears to be going from strength to strength, in fact, the situation is very fragile in that most of the organization effort is from just a few people. Should they disappear the situation would look quite different."

A significant number of Masters took the opportunity to enter the European Masters Championships held in the Olympic Pool at Stratford in May. Precise numbers from the region are difficult to obtain but the results show that SER Masters featured strongly in the final medals tally.

Geoff Stokes

Final

Open Water

Our Championships at Westhampnett Lake near Chichester were again very well supported with over 160 entries. This figure was slightly lower than it might have been because some pre-qualifiers for the National Championships chose not to enter. In all 42 swimmers from the Region could have used this event to qualify for the National Championships.

It is good to note that more younger pool swimmers are coming outside and taking part with a surge of interest among 12-16 aged swimmers.

There was a significant increase in Championships costs due to new Health and Safety requirements at the venue. Some updating of equipment is required and we hope to produce event programmes for 2017.

At the National Championships South East swimmers performed well and achieved 2 Gold, 3 Silver and 2 Bronze medals. The Series continues and unfortunately, our sea swim 5km event in Eastbourne had to be called off because poor weather.

We have qualified 2 new O/W Level 2 officials with 1 under training and hopefully will have 2 Referee candidates for 2017.

The use of wetsuits in Open Water was introduced from the 2017 session and is causing some concerns and controversy. For clarity, clubs wishing to hold events under ASA insurance will have to follow the new regulations but are at liberty to have non wetsuit classes where the wearing of wetsuits is optional.

Keith Barber

Water Polo

It was a year of mixed fortunes for water polo in the region.

The Regional Academy held at Worthing every month is now following the National Plan and has been very well attended attracting 25 to 30 boys and girls across all age groups to each session. This high quality training has shown itself in some of the results achieved by our players.

Hampshire, Sussex, Surrey and Kent are regular put forward male and female teams for the U14, U16, O40 & O50 Inter-county competitions hosted by London Region. These counties also put forward male and female U19 teams for Inter-county competitions hosted by South East

South East Senior men's league continues with 10 senior men's teams split into 2 divisions.

The Hampshire network is well established with 4 Swim21 clubs and the Kent network is also Swim21 accredited. The Sussex network has just been established.

From across the region four of our girls were selected for the National Academy. They were:

Jess Street

Hannah Goodhead

Anashe Chisadza

Sarah Rogers

I need club names for all these

Boys selected TBC

The development of water polo across the region have been constrained by a lack of coaches and coach development courses and the lack of tutors able to run them.

Recruiting volunteers is a major issue and the region is run by a small number of volunteers currently without succession plans.

Name of lead

2016/2017

We are really proud of each of them.

Swimming - swimmers from across the Region who have been selected for national and GB teams		
Alicia Wilson	Guildford City	Represented England in Italy in May.
Andrew Willis	Bracknell and Wokingham	Continued his long international career getting the silver medal at the World Short Course Championships in Canada and representing GB at the Olympic Games in Rio.
Annabel Guye-Johnson	RTW Monson	Selected for the ASA England Programmes Swimming Team in Marseille in March.
Charlotte Wynne-Jones	Bicester Bluefins	Represented England at a Junior Meet in Italy
Callum Smart	City of Oxford	Represented England in Italy in May winning 3 medals in the Breaststroke and Medley team and selected for the ASA England Programmes Swimming Team in Marseille in March.
Charlotte Evans	City of Milton Keynes	Won the 'Tokyo final' at the British Champs in April gaining selection to the GB squad for European Championships.
Connor Bryan	City of Oxford	Represented Wales in an international in Ireland.
Emilia Sansome	Wycombe and District	Selected to represent GBR in the European Junior Open Water Swimming Championships and selected for the ASA England Programmes Swimming Team in Marseille in March
James Mcfadzen	Wycombe and District	Selected for the ASA England Programmes Swimming Team in Marseille in March.
David Murphy	City of Oxford	Represented England in Italy in winning 4 medals in the Breaststroke events and Medley relay. He then went on to represent GBR at the European Junior Championships in Hungary winning two bronze medals in the 100 Breaststroke and mixed Medley Team. In December he represented GBR in Canada winning Gold in the 100 breaststrokes.
Isabella Fakkell	Guildford City	Represented England in Italy in May.
Jamie O'Connor	Thanet	Selected to represent GBR in the European Junior Swimming Championships and England in the Energy Standard Cup 2016.
Joel Thomson	Shiverers	Selected for the ASA England Programmes Swimming Team in Marseille in March
Natasha Fenton	City of Oxford	Represented England in Italy in May.
Nathan McCleave	Dorking	Selected for the ASA England Programmes Swimming Team in Marseille in March.
Maisie Macartney	Thanet	Selected to represent GBR in the European Juniors Open Water.
Rosanna Arnold	Thanet	Selected for GBR at the Ontario Junior International.
Tatiana Belonogoff	Guildford City	Selected for the ASA England Programmes Swimming Team in Marseille in March.
Diving - Divers from across the region have made a significant impact on the international and national stage.		

Chris Mears	Southampton Diving Academy	Selected for GBR Podium programme
Cameron Gammage	Southampton Diving Academy	Selected for Scottish Squad
Emily Martin	Southampton Diving Academy	Selected for English squad
Freya Kelly	Star Diving	Selected for English Talent Programme
Gary Hunt	Southampton Diving Academy	Competing in the World Cliff diving series
Leon Baker	Southampton Diving Academy	Selected for English Talent Programme
Milly Batten	Southampton Diving Academy	Selected for English Talent Programme
Milo French	Southampton Diving Academy	Selected for English Talent Programme
Patrick Hanlon	Star Diving	Selected for English Talent Programme
Robbie Lee	Southampton Diving Academy	Selected for English Talent Programme
Wilf Johnson	Star Diving	Selected for English Talent Programme
Synchro		
Water Polo		

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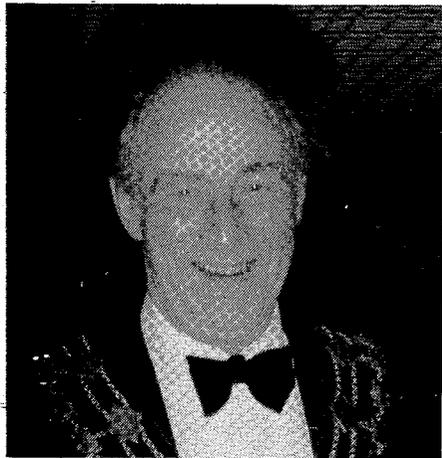
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Southern Counties Centenary



Congratulations from the President of the Amateur Swimming Association

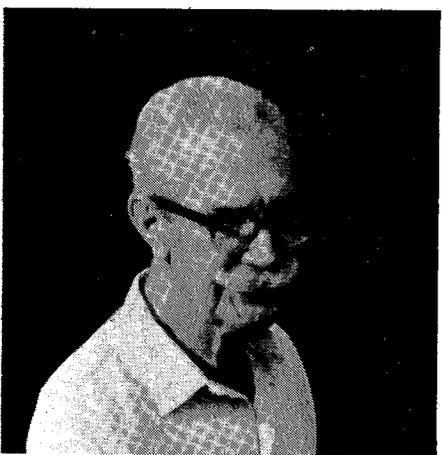
As President of the Amateur Swimming Association it gives me great pleasure to offer congratulations to the Southern Counties Amateur Swimming Association on the occasion of its Centenary year. As a southern man myself I feel I can join in the celebrations.

There have, of course, been many changes during the hundred years, and it is a far cry from the time, in the 1890's, when a swimmer was declared a professional because he was employed hiring out boats at the seaside.

It is essential that we continue to move with the times and although we may look back at the past with interest, learn from previous mistakes and go forward in the right direction.

I hope that all people connected with our sport in the South will join in the celebrations by attending the Festival of Swimming at Crystal Palace and the Centenary Dinner and I wish you all an enjoyable year.

JOHN J. LEWIS



Foreword by the President of Southern Counties Amateur Swimming Association

It is a considerable honour to be President of the Southern Counties in its Centenary Year and I very much wish that I could pen a worthy historic message to all our members.

We have been preparing celebrations to mark the occasion for some time and our meetings have enabled the elderly members to reminisce about open air pools, water temperatures in the fifties (farenheit! 10° celsius) and galas with officials operating under umbrellas. The Centenary Committee, and particularly Yvonne Price, Margaret Coombs and Craig Hunter, deserve our thanks for their work.

You will encounter a fair number of references to the past during our celebrations but a centenary is an epoch making occasion and we need to look to the future. We have more clubs, more swimmers, more coaches and even more pools, yet competitive swimming in this country and particularly in the South is not progressing as quickly as in some other countries. I don't think a British Government will ever provide the support that is enjoyed by competitors in some parts of the world; in any case we have to

find our own salvation and in this regard our future lies with the clubs.

I know that those of you who are involved in training for any of the facets of our sport are probably the most dedicated of all sports people. The self discipline of long hours of training (and the unsocial hours), the need to keep up with academic work and the tremendous effort which is the ultimate thing that wins races or diving or synchro competitions (sorry, or water polo!) is certainly beyond any call of duty. Most of the coaches and administrators possess similar dedication but it is undoubtedly the parents of swimmers who keep our sport going. Without their support, moral, financial and practical, we should be lost.

I know that we have a marvellous group of people in swimming in the Southern Counties and their dedicated efforts will surely lead us to a great future.

Whether your own achievements in swimming are great or small remember that our sport provides a clean and healthy training not only for swimming but for life itself.

H. H. V. WILKINSON





The first one hundred years — some interesting landmarks



In the beginning.

The origins of swimming go back a little more than a hundred years! Man has been swimming and diving since time began, for survival and to hunt, but it was towards the end of the eighteenth century in England that doctors began recommending sea bathing as they believed salt water was 'healthful' and swimming started to gain in popularity. Margate was where the first bathing machine in the world appeared. It was invented by Benjamin Beale, a Quaker and keen bather who was shy of undressing on the beach so he made a changing box on wheels which, when pushed a little way into the sea, enabled the bather to enter the water virtually hidden from public view.

In the 1800's swimmers were a hardy lot

for many people were swimming in rivers, icy lakes and docks as well as the sea.

Because of this the saving of life was an early preoccupation and the oldest club of which we found evidence was the Eton & Windsor Royal Humane Society Swimming Club which was established in 1835.

Social changes

Industrialisation meant that large numbers of people had moved into urban environments from the countryside and rivers became polluted. Most houses did not have bathrooms and in 1846 the government passed the Baths & Wash Houses Act. This gave the Local Authorities the power to provide baths and showers. The original intention to give

people facilities to wash themselves and their clothes was extended by subsequent Public Health and Town Improvement Acts and, as the demand for swimming facilities grew, many urban Local Authorities began providing both covered and open air swimming baths, vapour baths, slipper baths and so on. By the turn of the century most towns of any size had their public pool which often had two, sometimes even three, classes of bath. Sometimes one was especially for ladies with a separate entrance because mixed bathing was not allowed.

These pools were not originally fitted with filters and the water was emptied and filled up once a week with swimming charges being reduced accordingly as the week progressed and the water became murkier.



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2. Technical Information

The ISTC provides focal centres in the Regions where teachers and coaches can meet to join in activities which interest them, discuss matters of mutual concern and exchange ideas and technical information.

Lectures, seminars, conferences and discussions enable members to keep in touch with each other and developments in the swimming world.

3. Communication

The 'Swimming Times' is sent to each member every month containing details of Regional activities, information of particular interest to teachers and coaches, and technical papers to assist with the development of the sport.

4. Directory of Membership

The ISTC publishes biennially a Directory of Membership to bring the Register of

Members to the notice of Local Authorities and other appropriate bodies concerned with the employment of swimming teachers and coaches.

5. Insurance

The ISTC provides a comprehensive public liability and personal accident insurance cover for members, which is essential whilst they are teaching and/or coaching.

6. Discount Facilities

The ISTC negotiates discount facilities with companies who supply equipment and services which may be of assistance to members in their swimming activities.

Membership

Membership shall be open to holders of teaching and/or coaching certificates of the Amateur Swimming Association and/or the Royal Life Saving Society, in all disciplines of the sport.

Membership is for a twelve month period from the date of receipt of application. Application for membership shall be submitted to: The Institution of Swimming Teachers and Coaches Limited, Lantern House, 38 Leicester Road, Loughborough, Leics. LE11 2AG
Tel: 0509 264357.

1869: The beginning of formal swimming organisation in England

A meeting of representatives of swimming clubs was held in the German Gymnasium, Kings Cross, London on 7th January 1869. It was resolved that an association, composed of the London Swimming Clubs, should be formed, its objects being the promotion and encouragement of the Art of Swimming. Later the same year the title "Metropolitan Swimming Association" was adopted and a code of rules drawn up in 1870 for the management of the game of football in the water (early polo). In 1873 the name was changed again to the "Swimming Association of Great Britain" (a real misnomer this one as it rejected an application from an Association of Scottish clubs).

In 1880 Horace Davenport (Ilex and Surbiton) became Association President. He won the ASA Mile six times from 1874-79. At that time there were nine London and eleven Provincial clubs.

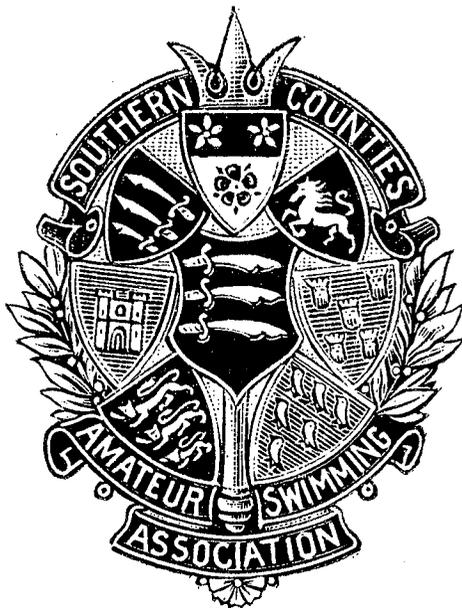
Before 1869 there were no amateur or professional distinctions and there were a lot of events organised which involved racing for money or side bets and ornamental and trick swimming.

In 1884 Otter resigned its membership of the Swimming Association of Great Britain in a clash over amateurism. Eight clubs followed them and formed the Amateur Swimming Union. The President resigned and a two year bitter feud followed.

Henry Benjamin of Cygnus Club, Camberwell, mediated and with enormous tact brought both groups together. His diplomacy was successful and in 1886 "The Amateur Swimming Association" was formed.

The formation of the Southern District

With the central administration in London there were delays in getting information to the provinces so things did not run smoothly for long. In 1889 some Manchester clubs were suspended over Permit Laws and a breakaway by the North resulted. On 27th April 1889



meetings were held simultaneously by the ASA and the North with acrimonious exchanges of telegrams. On 23rd November 1889, at Anderton's Hotel in London, there was a historic seven hour meeting. It was agreed that the ASA would form three Districts: Southern, Midland and Northern.

The first AGM took place in 1890 with a membership of 135 clubs (South 78, North 39, Midlands 18). Horace Davenport was returned as President and remained in office until 1894. In those early days the Southern District included what is now the Western District and Wales but the Welsh formed their own Association in 1896.

Five Districts

In 1901 the Association divided into the five Districts we know today (Northern, North Eastern, Midland, Southern and Western). Geographically the Southern District was almost as it is today, although at first Hertfordshire and all of Buckinghamshire were in the Midland District.

The number of clubs in the ASA has grown from 135 in 1890 to around 1700 today. In terms of numbers the South is still by far the largest with 587 clubs.

Early days in the Southern District

At first the clubs were classified as London clubs (the definition was a 12 mile radius of Charing Cross), Country clubs and Ladies clubs. The London clubs were by far the greatest number.

There were also a few Foreign clubs affiliated, such as Calcutta S.C., which were presumably formed by groups of expatriate Britons living in the Colonies.

Local Centres

In 1895 Sussex became a Local Centre of the Southern Counties ASA which effectively made it a County Association as we would recognise today.

Hampshire soon followed and in 1912 Berkshire became a Local Centre too.

The Association Badge

In 1912 the District Badge very closely resembled that of today, although at that time the Water Polo Associations of Essex, Kent, Middlesex and Surrey were listed as affiliated clubs and did not have the degree of autonomy of the Local Centres.

The Executive Committee 1912

In addition to the usual Officers there were 25 elected members of the District Executive, many of them from London clubs. The Local Centre Secretaries were members and eleven Local Officers saw to the interests of the rest of the District, including the Channel Islands. Later on the County Associations took charge of their own affairs.

Increased interest in the Sport

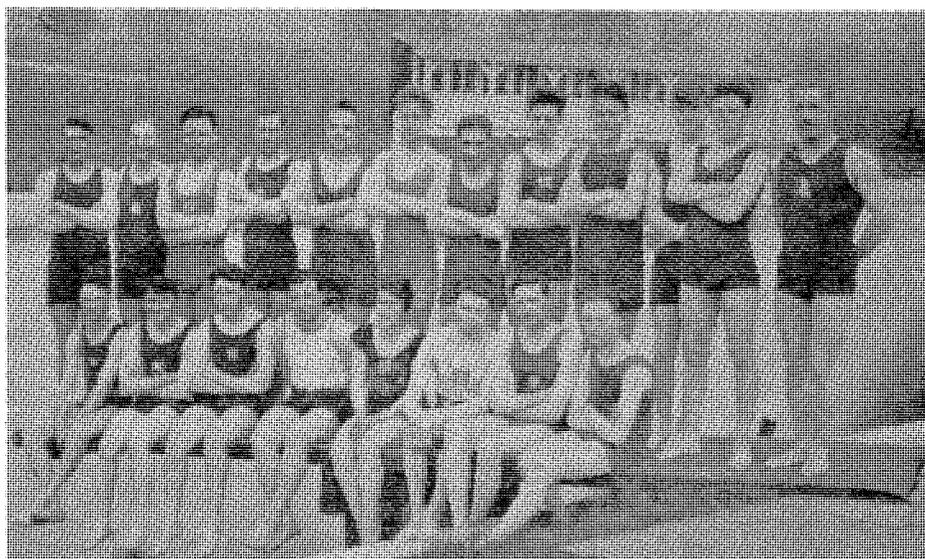
Whilst the early organisation was evolving two events occurred which had a very significant effect in publicising the desirability of being able to swim. In 1875 Captain Webb became the first man to swim the English Channel and in 1878 a pleasure steamboat sank in the Thames with the loss of over 700 lives.

on the river placed a lot of emphasis on life saving. From 1911 the club were based at the new Memorial Baths but they still continued to hold some galas in the Thames. From a 1927 programme we see that one was held at Christchurch Meadows, near Reading Bridge. There were fun events, some in punts, and an exhibition of High and Scientific Diving. The team included Miss Belle White (Hammersmith Ladies) who was European Gold Medallist the same year. There were Ladies and Gentlemens Water Polo Matches and dancing until 10 p.m. to the Reading Temperance Band.

Croydon Dolphin began in **1885**: Old Swan, Croydon, formed in 1890. In 1930 these two clubs amalgamated to become Amphibians. Some forty years later they were joined by Croydon Ladies, established 1891, to form **Croydon Amphibians**.

Guernsey, established in **1886**, remained a men's only club until 1923 when they joined with Sarnia Ladies. Most galas took place in the Albert Dock but occasionally permission was obtained for a mixed gala in the Ladies Pool at La Vallette. They are rock pools and tidal. Until 1976 when the Beau Sejour Leisure Centre opened they were all Guernsey S.C. had. Sometimes in wet and windy weather competitions would have to be abandoned because the tide would start to come over the walls! Sea bathing is still popular at the club, including Christmas Day Polar Bear swims. During the German occupation in World War II sea bathing was forbidden, even in the rock pools, after some Islanders escaped in a boat, but the Germans never succeeded in stopping it altogether.

Redhill & Reigate began in **1887** and swam at first in Earlswood Lakes where the water remained icy cold even in summer. They met in a makeshift hut on an island and then plunged into the lake to play water polo. There was also a diving board on the island. They moved to Reigate Pool when it opened in 1906. The first lady member was admitted after World War II. She was a non-swimmer who was invited to become Treasurer because there was no man to fill the job! Ladies were officially allowed to join in the early sixties and a famous lady member in recent years is Alison Streeter, holder of several Long Distance World Records. A famous club President in 1929 was Sir Jerimiah Colman of Mustard fame. A copy of the expenditure for 1924 shows



bath hire for the season as £3.7s.0d. The club now spends over £12,000 per annum on bath hire!

Woodside was formed in **1887** by members of South London Harriers who used a pool as their winter headquarters and after an evening run they took a hot bath, followed by a plunge into the pool. The weekly swims turned into a race and they founded the swimming club. They amalgamated in 1980 with Thornton Heath Ladies, established 1897, forming **Woodside & Thornton Heath**.

Organised swimming festivals predated the formation of Hastings & St. Leonards S.S.C.: the events became so popular that the organisers became founder members of the club in **1888**. Early on Hastings played a lot of polo and in 1892 there is reference to ornamental swimming and diving. The first Ladies race (a 60 yd. handicap) took place in 1894. This was pretty enlightened in view of an extract from a letter to the Hastings Observer of July 1896, suggesting that facilities should be given to families wishing to swim together. Mention was made of a local bye-law which prevented the bathing machines of ladies and gentlemen being placed in close proximity to each other on the beach. The writer "had been for a dip in the sea recently and had had to stand some 30 yards away from his own wife shouting out directions to her whilst she was trying in vain to master the preliminaries of swimming." An amalgamation in 1969 formed **Hastings Seagulls S.C.**

Eastbourne S.C. began in **1889** and Hastings were the first club they invited to a gala.

Guildford was founded in **1889** by 30 keen young men who swam at 7.30 each

morning in the river from Leroy's Boathouse. They specialised in life saving and the entire Guildford Constabulary became proficient under their guidance. The first Corporation Baths opened in 1889 and the club organised popular galas and water carnivals in the baths and on the river. The club became **Guildford City** in 1928 and became mixed in 1929.

There seems to be a question mark over the precise date of the formation of **Colchester S.C. (1889?)** but, since someone captured for posterity a delightful photograph of 19 men and 1 lady member braving the river Colne in 1928, who could deny them space?

Southend is another old club believed to have been established in the **1880's**. It functioned in the summer only in the 100 yd. open air, salt water pool. In 1968 they joined with Leigh S.C., founded 1924, when the new indoor pool opened. They were called Southend & Leigh but in 1980 they were granted use of the Town Coat of Arms and became **Southend-on-Sea S.C.** An early member, Albert Preedy, unconcerned by the Amateur Law, used to perform stunt dives for pennies off the end of the pier, 1 1/3 miles out into the Thames.

The Development of Swimming for Women

Until 1859 swimming in the London baths was exclusively for men. On 4th November 1861, Ilex S.C. organised the first gala (at Lambeth Baths) to which women were admitted. It was 1899 before the ASA settled the vexed question of a regulation costume for women and 1901 before a Ladies competition was allowed to be held in public. The body who fought hard with propaganda work to press for

the establishment of modern swimming for women was strangely called the Ladies National Association for the Diffusion of Sanitary Knowledge and this organisation existed until 1900. So, slowly things improved. In some places there were separate ladies Baths and in others there were days and times set aside for women's swimming.

From records in Croydon of the early days, and this was probably fairly typical, the only males allowed into ladies' galas were fathers of competitors. This was later relaxed to include husbands. When Ross Eagle arrived in Croydon to instruct, special dispensation had to be obtained from the Baths Committee before he was allowed near the members of Croydon Ladies S.C.

Since mixed bathing was not allowed, men often continued to swim in the nude.

Mixed Bathing

When mixed bathing in public pools was allowed it was usually only on a Saturday evening and you had to have a partner of the opposite sex or you were not allowed in. Some Local Authorities were ahead of others and surprisingly as late as 1932 Heston and Isleworth were still applying the rule.

Early Costumes and the ASA

In 1898 the ASA Regulation 61 relating to costumes began: "That at all meetings where costume is to be worn . . ." By 1912 the Law read as follows:

64. **Costumes.** At Meetings where both sexes are admitted, and in all A.S.A. Championships, competitors must wear costume in accordance with the following regulations—

- (a) The colour shall be black or dark blue.
- (b) Trimmings may be used ad lib.
- (c) The shoulder-straps shall not be less than two inches wide.
- (d) It shall be buttoned on the shoulder, and the armhole cut no lower than three inches from the armpit.

NOTE.—For LADIES a shaped arm, at least three inches long shall be inserted.

- (e) In the front the costume shall reach not lower than two inches below the pit of the neck.

NOTE.—For LADIES the costume shall be cut straight round the neck.

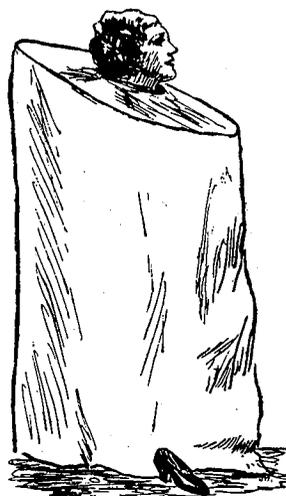
- (f) At the back it shall be cut straight from the top of shoulder to top of shoulder.
- (g) In the leg portion the costume shall extend to within three inches of the knee, and shall be cut in a straight line round the circumference of each leg.
- (h) Drawers shall be worn underneath the costume. They must be of triangular pattern, with a minimum width of 2½ inches at the fork; they must meet on each hip, and be of not less width than 3 inches on each side when fastened.

- (i) On leaving the dressing room, lady competitors over 14 years of age must wear a long coat or bath gown before entering and also immediately after leaving the water.

N.B.—It is requested that Manufacturers make their Costumes and Swimming Drawers in accordance with all these Regulations.



It seems funny now but the suits were usually made of wool and absorbed 'gallons' of water; very different from the stretchy, supportive synthetics of today. Men began to wear trunks towards the end of the 1930's.



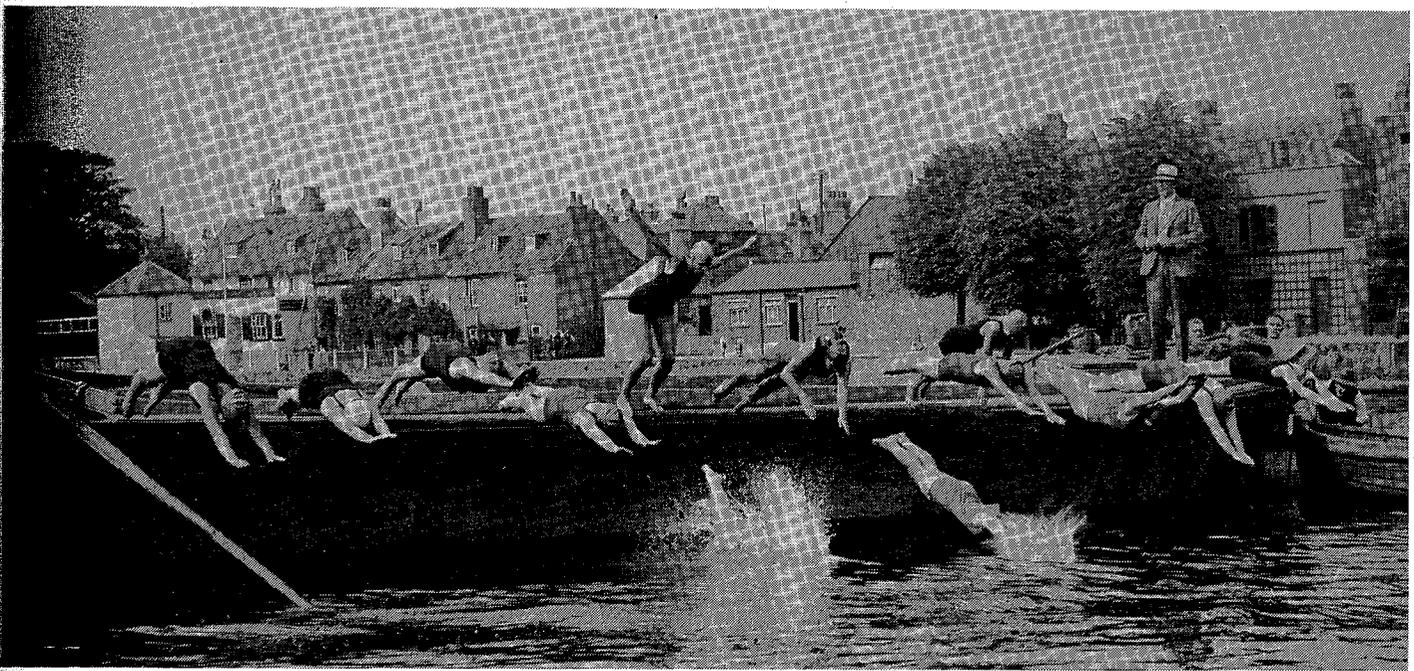
Miss 1932, practical and quick.

Education

This has always been a vital part of our development and from the outset the encouragement of schools swimming and the training of teachers and coaches in all disciplines has been organised in the District.

Hamilton Smith was the first full-time National Technical Officer appointed by the ASA in the South and we are fortunate now in having David Hicks, National Development Officer for the ASA, based at Crystal Palace National Sports Centre.

This gives the District a focal point as a Teaching Centre from the large, residential Summer School to regular, year-round teaching courses. Barnet Copthall in North London provides another major teaching centre but there are additional teaching courses for the ASA Teaching and Coaching Awards organised all around the District.



Development of Competition:
Swimming Championships

The first official National Championship was the One Mile Race, originally promoted by the Metropolitan Swimming Association. In 1869 it was the only National Championship and until 1872 it was swum in the Thames from Putney Aquaduct to Hammersmith Bridge. The Long Distance race was instituted from 1877 and this was raced in the Thames until 1939. The 100 yards began in 1878.

ASA Championships were centralised in 1955, the second Centralised Championships were held at the Empire Pool, Wembley (including the Diving). Until this time the events were shared out amongst the Districts and held at different venues on different dates, which frequently

resulted in small entries.

The SCASA Championships were organised on the same basis until Crystal Palace opened in 1964 when events were centralised. Before this Berkshire and Hertfordshire had entered a combined team in the Inter-County Championship.

To give you some idea of the standard at the turn of the century in 1898 the SCASA 100 yards Championship was held at Hornsey Road Baths. There were five entries and the winning time was 1 minute 5 3/8 seconds.

Over the years the events have increased enormously. When John Zimmermann took over as Championships Hon. Secretary in 1953 there were 26 Swimming Championships compared with 188 events today. The factors affecting the increase

are a larger population in London and the South East; more strokes (Butterfly became the fourth competitive stroke in 1952); the introduction of Age Group Swimming and most recently, the introduction of 50 m Sprints in all strokes.

During the 1980's Masters Swimming Competitions have really 'taken off' and people are now staying in the sport much longer.

John Zimmermann's name is synonymous with SCASA Championships after 36 years but some of you reading this may not know that he has served as both District and ASA President and last year was honoured Internationally by the award of a FINA silver pin for services to the sport. He is an ex-swimmer and polo player himself.



Some Interesting Southern Counties People... just a few of the many

The South's most remarkable Administrator

In 1905, at the age of only 24, **Harold E. Fern** (1881-1974) of Holloway United S.C. became Honorary Secretary of the Southern District. He held this office until 1921 when he was elected ASA Honorary Secretary, an office he retained for 49 years until 1970. He was both Hon. Treasurer and President of Federation Internationale de Natation Amateur (FINA), the world governing body for swimming which was founded in London in 1908. He received many honours for his outstanding contribution to the sport, among them Life President of FINA and LEN and by the Swimming Hall of Fame in Fort Lauderdale. He was a member of Hertfordshire County Council for 50 years, he was an Alderman, a J.P. and was honoured with both an OBE and CBE.



OUR HONORARY SECRETARY.
Mr. HAROLD E. FERN, J.P.

The Founder of the Swimming Times

Captain Bertram J. Cummins (Waddon S.C. and Croydon Borough S.A.) He joined the SCASA Executive in 1911. He



was District President in 1925 and ASA President in 1946. He was SCASA Championships Hon. Secretary, a Goal Judge at the 1936 (Berlin) Olympics and a Member of the Technical Committee for the 1948 (London) Olympics. In 1974 he was honoured by the Hall of Fame in Fort Lauderdale as an outstanding contributor to the sport. He will be remembered by most people as founder-editor for many years of the Swimming Times, which he started in 1926 and distributed nationally and all over the world from his front room at 4, Waddon Park Avenue, Croydon. The Swimming Times grew out of the Waddon Swimming News which he began in 1922. The ASA bought it in 1971. Captain Cummins wrote with tremendous wit and 'style' and the early copies give us a fascinating, if slightly idiosyncratic insight into the sport of the time.



The First Lady President

Mrs. Alice M. Austin (Beckenham Ladies S.C.) was a lady way ahead of her time. With a sharp, incisive mind she was an excellent administrator and she was elected SCASA President in 1926 (she was the first lady President of any District). She became ASA President in 1952 (there was not to be another for 32 years). She was Hon. District Treasurer from 1937-54. She was a regular contributor to the Swimming Times with informative coaching articles and she also compiled the Southern Snippets column for a while.

The Sports Writer

Many people will remember **Pat Besford** from her articles on swimming in the Daily Telegraph which she wrote with flair and insight. They did not always make for comfortable reading by the administrators but she always had the best interests of the sport at heart. She cared passionately about swimming and had been a good swimmer and diver herself before World War II. She married John Besford, European Backstroke Champion in 1934. He won the Hitler Trophy at Magdeburg which was an enormous bronze eagle and globe, weighing one hundredweight. He came from Manchester but lived on the South Coast for many years.

The First British Olympic Diving Medallist (Stockholm 1912)



Belle White (Hammersmith Ladies S.C.). Born in 1894 she won Britain's first Olympic Diving Medal (Bronze) and was the first British diver to win a European Championship. When womens' events

were included for the first time in the 1912 Olympics she had already been diving for eight years. She competed in three more Olympics. She had to train in the Men's pool at Highgate Ponds, to which women were only admitted one day a week. She also trained from tiny boards at the end of Brighton and Clacton piers.

The District's First Olympic Gold Medallist (Melbourne 1956)

Judy Grinham (Hampstead Ladies), aged 17, won Britain's first swimming gold medal since 1924. Her coach was Reg Laxton. This lifted British Swimming out of the doldrums. She did a 'hat trick' with Golds at the Europeans and Commonwealth too for the 100 m. Backstroke. She also took the individual Bronze in the 100 m. Freestyle at the European Championships in Budapest in 1958. With Judy on Backstroke the English Womens 4 x 110 yds. Medley Team broke the World Record in winning the Gold Medal at the 1958 (Cardiff) Commonwealth Games; Christine Gosden (Croydon Ladies) swam Butterfly.

In 1956 Judy was voted Sportswoman of the Year.



The District's Second Olympic Gold Medallist (Moscow 1980)

Duncan Goodhew (Beckenham S.C.) from Yapton in Sussex was Team Captain when he won his Gold Medal in the Mens 100 m. Breaststroke. It was a difficult Games because of political boycotts and it was acknowledged that Duncan did a great deal to keep up team spirits. A popular figure, Duncan has made the transition from Sports personality to T.V. personality most successfully.





Representative. He won a Gold Medal at the FISU (International Student) Games. He won an individual Silver in the 1950 (Auckland) Commonwealth Games and a team Gold in the 3 x 110 yds. Medley; Pat Kendall from Sutton & Cheam swam the Freestyle leg.

Now almost 71, Roy is still competing very successfully in Masters events. In the World Masters in Brisbane in 1988 he won two Gold and three Silver medals. He is currently training for the European Masters.

The ASA Award Scheme Organiser

Generations of swimmers have sent to Lily Cook in Woodford Green for their badges without realising that she was a SCASA Champion and Record Holder in her competitive days. She was coached by the famous Reg Laxton and was the first Butterfly Champion in the South. Lily recalls how she and her mother used to knit her costumes in order to get a decent fit!

The Award scheme has grown from one box of badges when she took over 30 years ago to a point where it is squeezing her out of the house!

The Backstroke World Record Holders

Margaret Edwards (Heston S.C.) was unfortunate to be a contemporary of Judy Grinham but the rivalry spurred them both on. She broke four World Records and won Olympic Bronze, European and Commonwealth Silver medals for 100 m. Backstroke in the same events as Judy.

Linda Ludgrove (St. James's Ladies) (Beckenham). Linda kept up the fine tradition of British Women's Backstroke swimming and was the Commonwealth's top Backstroker in the 1962 (Perth) and 1966 (Kingston) Games, winning 5 Gold and a Silver. She broke five World Records and equalled another. She was the Sports Writers' Association top sportswoman of 1966. At the 1966 Commonwealth Games our Women's Medley Team broke the World Record in winning the Gold Medal: three of the four girls were from Beckenham, coached by Alan Hime. Linda was on Backstroke, Diana Harris on Breaststroke and Judy Gegan on Butterfly.

The Continuing Champion

Roy Romain (Kings College, London) (Otter S.C.) won his first SCASA Junior title in 1935. In the late 1940's he was Britain's top Breaststroker and in 1947 he

won the European 200 m. Breaststroke title (Monte Carlo). He was an Olympic

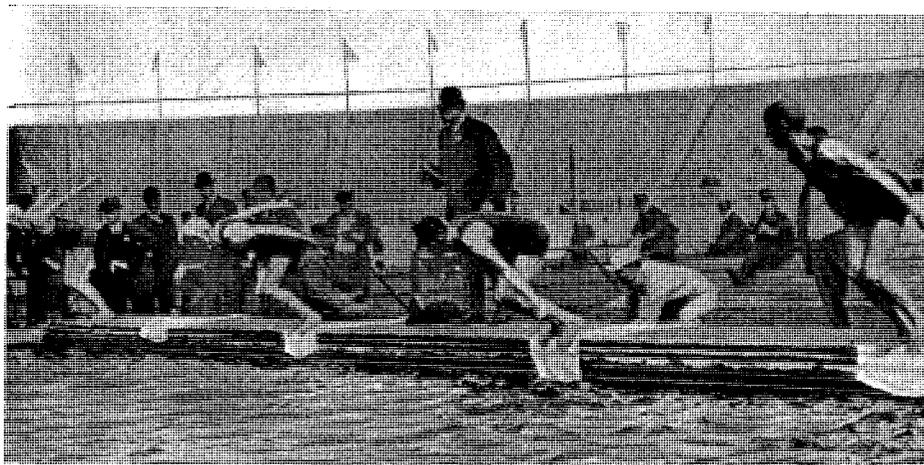


Major Events in the Southern District

1908 Olympic Games

(IV Olympiad of the Modern Era)

Finchley Open Air Pool as there was a very large entry. In spite of post war



These were held from 13th to 25th July at the White City, Shepherds Bush. The swimming events were very successful and held in an open air, 100 yard pool, which was constructed on the grass inside the running track in the middle of the arena.

The diving tower was lowered below the water when not required.

1934 British Empire Games

Held from 4th to 11th August. The Swimming and Diving events were held at the Empire Pool, Wembley, which was constructed especially for the event. The games have changed their name over the years to British Empire & Commonwealth Games, British Commonwealth Games and, from 1978, Commonwealth Games.

1938 European Games

Held from 6th to 13th August. Swimming and Diving events were at the Empire Pool, Wembley, which had been converted to metric measurement.

1948 Olympic Games

(XIV Olympiad)

Held from 30th July to 7th August. The Empire Pool, Wembley, was used for swimming and boxing events but the early rounds of water polo had to spill over into

austerity it was acknowledged to have been a very successful Games with new Olympic records set in eight events and equalled in another out of a total of eleven events.

All but one of the Mens 200 m. Breaststroke Finalists swam with Butterfly arm action and Breaststroke leg action which was legal at the time.

1964 Opening of Crystal Palace National Sports Centre

This provided the South with International Standard facilities for the sport in their District, with the additional benefits of good training and ancillary facilities.

1969 Amateur Swimming Association Centenary Gala

This was held on 15th May at Crystal Palace National Sports Centre in the presence of Her Majesty Queen Elizabeth II, accompanied by Princess Anne. A very special day in the annals of the Association.

Early Galas

In the days before television swimming galas were looked on as an entertainment. Those who went for an afternoon or evening to see an aquatic show demanded that it was lively and exciting to watch.

There were fewer strokes then and the serious racing was only part of the programme. There would usually be some comic events, a spectacular diving display and a water polo match. Possibly also a special exhibition such as scientific swimming (tricks, such as eating, drinking, even smoking, under water: also sculling and figures requiring a high degree of skill, not dissimilar to today's Synchro).

However, it is the comic races which catch one's fancy. Here is a list, culled from various sources, but a good number of them have come from the delightful old programmes of Reading S.C., Windsor S.C. and Maidenhead S.C. so some of them took place in the river.

Siamese twin race

with partner, hands and feet tied

'Live' Duck Hunts

originally exactly what it says! but, after threatened prosecutions, the live ducks became live swimmers

Water Polo in canoes

"for spectator enjoyment"

Bun race

start from deep end, swim to suspended buns, eat one without use of hands, then swim to end of bath

Walking costume (men)

quite a few variations on this one—typical was to swim to clothes, put on trousers, stiff collar and stud, waistcoat, coat, hat and dive back in with closed umbrella, open umbrella in water, swim to end of bath holding it up

Ladies bottle race

swim to bottles, drink contents, swim to end of bath—bottle contents not divulged!

Wimbledon Race

batting a ball along in the water with a plate

The prizes were delightful and some of them evocative of life gone by, such things as inkwells, silver backed hairbrushes, sets

of silver teaspoons and tongs, barometers, biscuit barrels, fancy jam jars and a set of blouse buttons (for a girls' race).

In 1933 in Hastings 'the Finest Bathing Pool in Europe' opened on the seafront. This outdoor pool greatly increased the scope for summer entertainments there which were organised on a grand scale, usually finishing with community singing and a firework display. The official attendance at one of them was 7,587 with more illegally clambering onto the terrace roof!

Ornamental Swimming

READING SWIMMING CLUB.
Affiliated to the SCASA, the R.L.S.S. and Devon County A.S.A.

TWENTY-SEVENTH

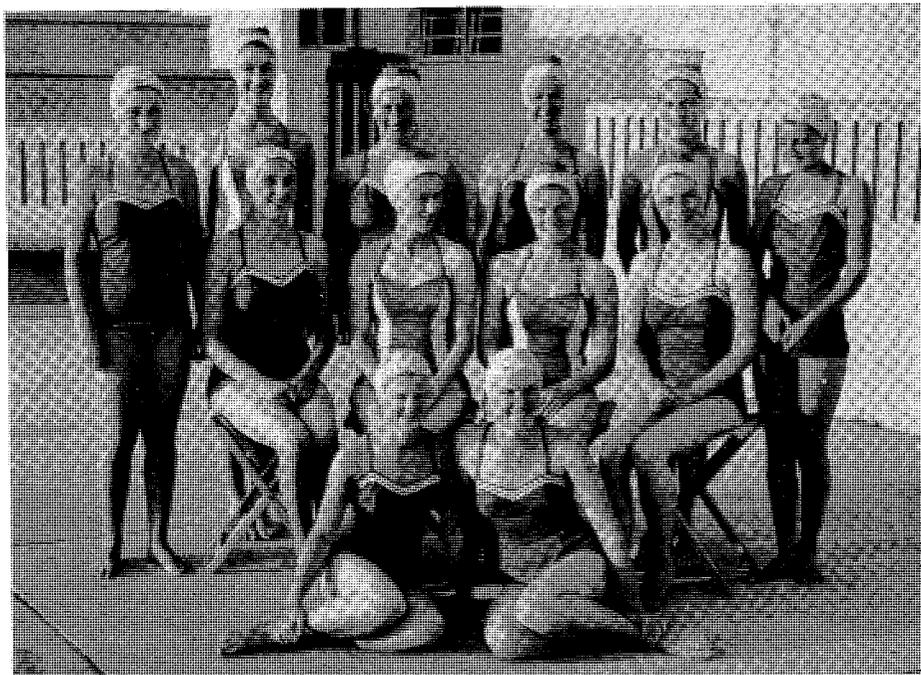
ANNUAL GALA
(Under A.S.A. Laws, at the Corporation Baths (Ladies'), King's Meadows, on Saturday, July 29th, 1911, at 3 p.m.)

1. 100 yds. CHAMPIONSHIP OF READING. Challenge Cup and Gold Medal. Two Prizes if 4 start. Open to Three 100 Yards. Entrance Fee 2/6; Members 2/6. Three Prizes.
2. 40 yds. HANDICAP. (Open). Open to Boys attending Reading Elementary Schools. Two Prizes if 8 start. Entrance Fee including Admission 2/6.
3. 40 yds. BOYS' HANDICAP. Open to Boys attending Reading Elementary Schools. Two Prizes if 8 start. Entrance Fee including Admission 2/6.
4. 40 yds. GIRLS' HANDICAP. Open to Girls attending Reading Elementary Schools. Two Prizes if 8 start. Entrance Fee including Admission 2/6.
5. 80 yds. COMIC COSTUME HANDICAP RACE. (Club). Two Prizes. Competitors to wear Shirt, Socks, Trousers, Jacket and Top Hat, to swim one length in clothes, waders or water after finishing, and come with Top Hat.
6. 40 yds. TEAM RACE. (Club). Four a side. Eight Prizes.
7. 20 yds. TEAM RACE. (Open). Three a side. Six Prizes. Entrance Fee 2/6 per Team. 1/2 Teams start.
8. "MAHONEY" CUP. for C.L. Brigade Teams of Four. Four Prizes.
9. LIFE-SAVING COMPETITION for the "JOEL CUP." Five Prizes.
10. WATER POLO MATCH. (Reading v Windsor.)

EXHIBITION OF ORNAMENTAL & SCIENTIFIC SWIMMING
 BY MISS V. R. M. WIGGS, M.R.L.S.S.,
 GOLD MEDALIST. Ladies are specially invited to see Miss Wiggs.

ENTRIES (including admission)—Open Events 1/6 (Members 1/3); Club Events 1/6. To be sent to the Hon. Secretary, on or before Saturday, June 30th. Handicapper for Open Events:—F. B. ROWLAND (Folkestone); Official Handicapper, S.O.A.S.A.

ADMISSION:—2/6 and 1/6. (Tickets bought before the day 1/6 and 6d.) Children and Members Half price on the day.
 ENTRY FORMS and TICKETS can be obtained from E. P. SILVER, King Street; The Baths; and the Hon. Secretaries, E. H. CARTER, 44 Dunnington Road, Reading; and G. W. PIRNIE, 1 Southdown Road, Avenue, Reading.
 PRINTED BY THE READING PRESS.



Canada in 1925 and Synchro developed all over North America and in parts of Europe. Floating Teams were popular in England during the Twenties and Thirties.

In 1947-8 the American film 'Bathing Beauty' with Esther Williams featured some spectacular formation swimming and stimulated interest all over the world. In 1949 the lady members of Hastings A.S.C. gave a "Display of Synchronised Swimming: a new swimming feature".

However, it was not until 1953 when Beulah Gundling (four times USA Solo Champion) toured England that there was a chance to see the high degree of skill and artistry involved in top class Synchronised Swimming. She performed figures and routines at Hastings and Ilford. The latter gala was televised and it was an honour for the Rhythmic Swimming Team from

Kingston Ladies S.C. to be invited to appear on the same programme.

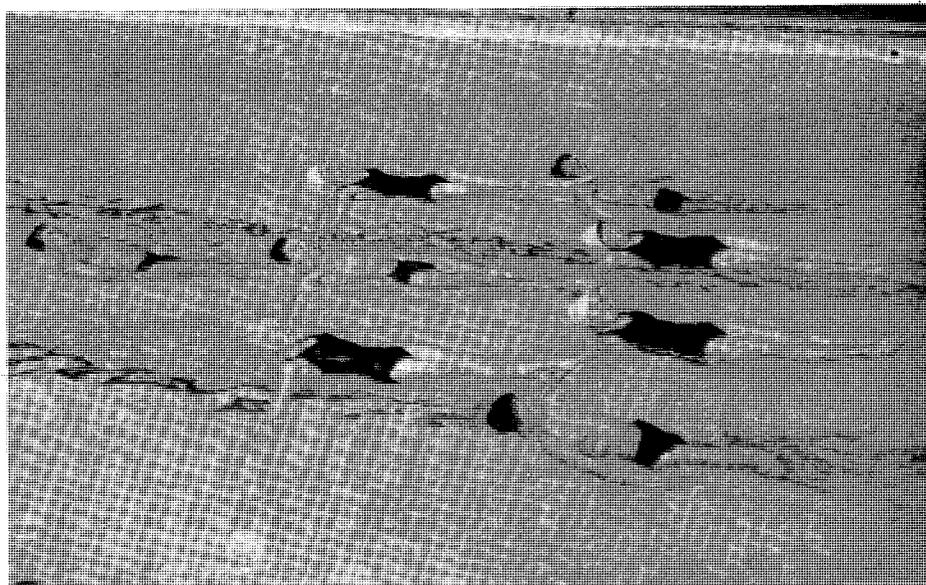
In 1956 the Metropolitan Diving School entered a team in the Festival of Europe; they were trained by George Rackham the Diving Coach. By this time FINA had recognised Synchronised Swimming.

In 1960 Dawn Zajac, who was an ILEA Swimming Teacher and had formerly been both a trapeze artist and Physical Training Instructor with the WAAF, went to Hollywood Athletic Club in California. She had just the right background to adapt to Synchro with enormous drive and enthusiasm. She returned to England and started Seymour Synchronised Swimming School in 1961 in London with John Fiander, Swimming Coach. It was the first club in the country to affiliate as a Synchronised Swimming Club.

From the earliest days of organised swimming there are references to scientific swimming, trick swimming, style and fancy swimming, ornamental swimming, figure floating, musical drive and aquatic ballet to name but a few. This was not synchronised swimming as we know it today, especially since men were sometimes giving the demonstrations, but they were nonetheless performances of a series of movements in unison by teams of swimmers in the water or sometimes solo acts.

In 1927 the SCASA Education and Coaching Committee held a demonstration of Style & Fancy Swimming with a view to training the 57 ladies who attended as judges for this form of swimming. One of the organisers was Mr. Buller (Otter) who had been one of the originators of the Otter Wheel revolving formation.

The first amateur competitions began in



SWIMMING

Official Journal of the Amateur Swimming Association
and the Institute of Swimming Teachers and Coaches

TIMES

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to the

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on it's

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Water Polo in SCASA

by Mike Proudfoot

The history of water polo is inextricably bound up with the history of water polo in the SCASA area, for much of its early shape and history has its origins in the South. Water polo matches were a regular, often weekly, feature of the activities of the Swimming Clubs in existence when SCASA was formed 100 years ago. The game had already become formalised, with rules and leagues—the centenary of the London Water Polo League, the oldest League in the world, coinciding with that of SCASA this year.

The game was recognisably the same as today, though the style of play somewhat different, with low-scoring, rather physical struggles being the norm. Criticism of

referees seems to have been just as prevalent then as now: in press coverage of the time, one frequently reads quite cutting comments on the standard of refereeing.

The main difference between then and now lay in the “no moving” rule, which meant that, when the referee blew his whistle for a foul, players had to remain in the positions they were at the moment the whistle was blown, until the free throw was taken. As one might imagine, there were frequent complaints of players “drifting” forward illegally, but it wasn’t until after the Second World War that this rule was abolished, changing the game fundamentally, and leading to today’s much faster game, needing a far higher

degree of fitness than the undoubtedly very skilful and physical game of old.

Inevitably, much water polo activity centred on London, and men’s and women’s water polo matches were a major attraction in the inter-war years, when women’s water polo reached a peak of popularity to which we have only recently returned with today’s enthusiastic women’s teams.

While many of the older swimming clubs formed in towns outside the London area always had their water polo sections, the development of the sport in the London Metropolitan region has followed demographic and sociological trends. There were many Clubs formed in the



central London region, some serving the local population and others specifically for businesses. The "Business House" and Banks water polo leagues flourished for many years. But as the population moved away from Central London, and the suburbs were increasingly developed in the inter-war years, so many of the Clubs still flourishing were founded and started water polo sections.

Water polo undoubtedly suffered, in the 1960's and 1970's, from the massive expansion of age-group swimming, and the changes in local council hiring policies and charges for swimming pools. Many long standing clubs finally went out of existence during this period, and many with long and notable histories went through difficult times. But there is much more reason for optimism now. The enormous popularity of masters swimming, the interest swimming clubs have shown in retaining older swimmers, the sterling work done by the women's water polo sections and clubs, the development of water polo coaching courses and qualifications, all mean that water polo is undergoing a renaissance, with more teams playing at a higher standard than ever before.

Ultimately, one of the most significant factors leading to this current expansion was the formation, in 1962, of the National Water Polo League. The "Premier Invitation Water Polo League", as it was at first known, was founded in 1962 by eight leading clubs, of which three—Otter, Polytechnic and Sutton & Cheam were from the south.

The League, which changed its name to the National Water Polo League in 1971, was an instant success, with more and more Clubs applying to join each year. The League now consists of 35 teams competing in four divisions, with 13 of the teams from the SCASA District. The teams finishing in the top three of Division 1 last year, 1988, Polytechnic, Sutton & Cheam and Hammersmith Penguin, are all Southern teams.

The London Water Polo League, too, flourishes, with 51 competing teams in 9 leagues, with 7 divisions for men's teams and boys and women's divisions as well. There are many other Leagues, including the very well-supported London Winter League, the Counties' own Club Championships, County Leagues, Knock Out Competitions, Tournaments etc, as well as SCASA's own Club and County

Championships.

The District has a powerful water polo record, frequently winning the Inter-District Juniors and Boys Championships. The District provides many, sometimes the majority, of members of the teams that represent England and GB in international competitions and championships. 6 of the GB Men's Team, and 6 of the GB Women's Team at the 1987 European Championships were from the South. In the Home Nations Tournament held in January 1989, 8 of the 13 England players, 5 of the Welsh and one of the Scottish team played for Southern Clubs.

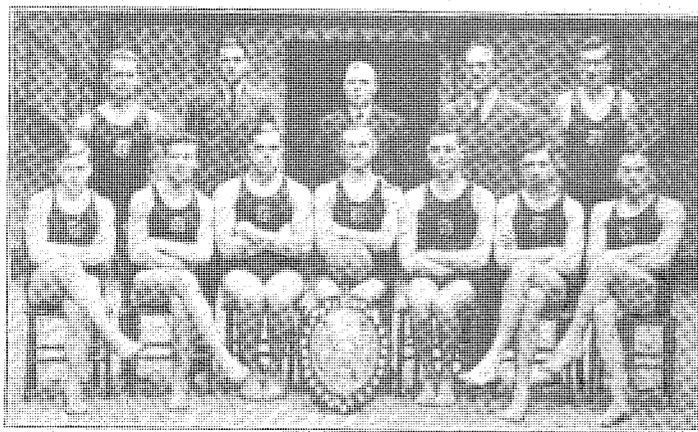
Looking into the crystal ball, it seems likely that the South's dominant position in water polo is likely to continue for many years to come. With an ever-increasing interest in structured leisure activity for

participants of all ages, which has led to the great running boom, and is now contributing to the expansion of masters' swimming, it is likely that there will be a demand for a wide variety of organised sports for all age groups. It would certainly be a great step forward if this led to the development of organised water polo for a much younger age group, for example, the under 12s, along the lines of mini-rugby. It also seems likely that women's water polo will continue its current expansion, that master's water polo will expand dramatically, and that, in another 100 years time, there will be many more people taking part in water polo than ever before. What rules they will be playing under is a much harder matter to guess!

The Swimming Times

DECEMBER, 1931.

The Victors!



ESSEX COUNTY WATER POLO TEAM.

Winners of the English Counties

Water Polo Championship, 1931.

A MERRY CHRISTMAS
TO ALL!

Synchronised Swimming

by Yvonne Price

In 1965 the South were the first District to form a Synchronised Swimming committee and two of the original committee still serve, Mrs. Yvonne Price and Mrs. Dawn Zajac.

The first District competition was held at Marshall Street Street Baths in October 1967, the first Championship in 1970 and the Age Groups commenced in 1972.

The first ASA competition was held in 1969, in order to select the England team and the successful nine swimmers all came from the South, headed by Jenny Lane (Seymour) the champion.

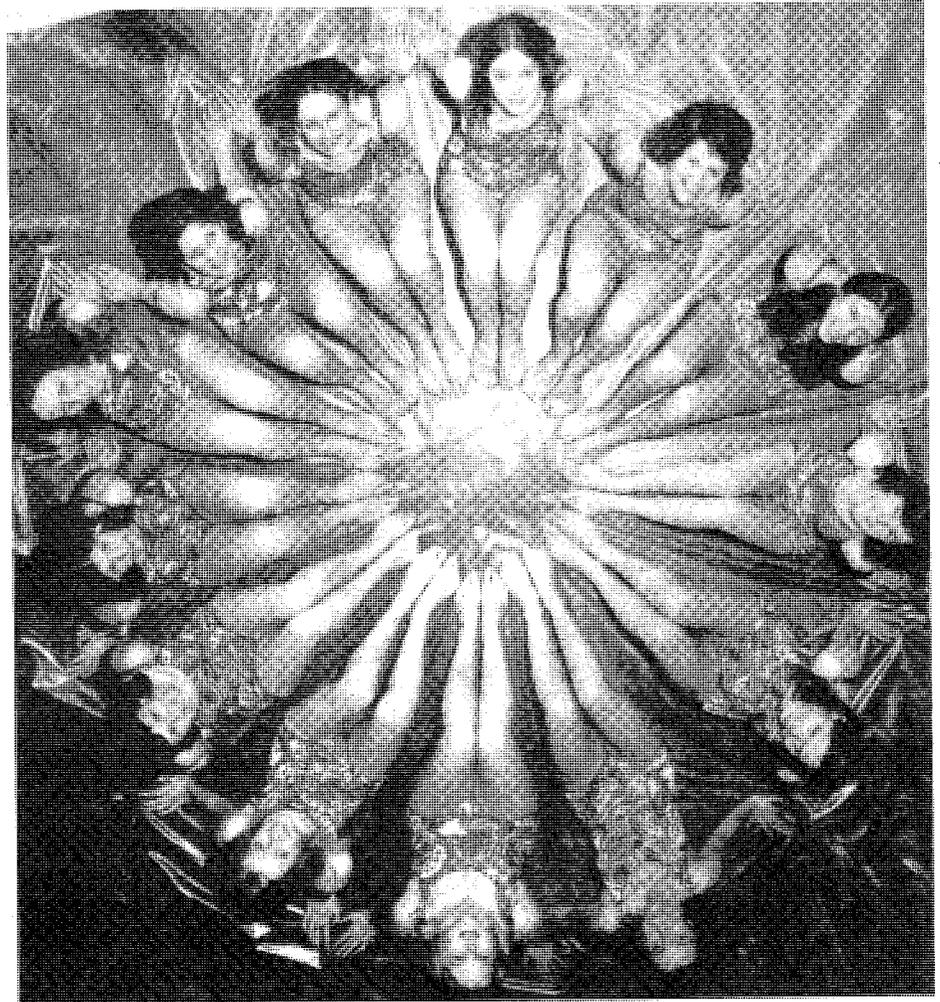
The South have always been the strongest District in Synchronised Swimming and produce the majority of swimmers for England and Great Britain squads, Senior, Junior and Age Group. In this our Centenary year, twenty-five of the thirty-four swimmers involved in National squads are from Southern Clubs.

The majority of coaches of the England and Great Britain squads over the past 21 years have been from the South, starting with Dawn Zajac, followed by Brenda Holland, Jane Holland, Sue Adams, Jenny Gray, Andrea Holland, Shelagh Zimmer, Edna Russell, Philippa Sutton, Terry Dodd and currently Carolyn Wilson, who has been the joint coach for 3 years and Michelle Geier, the Age Group coach.

The Inter District competition has been in existence for 16 years and has been won by the South 10 times in 14 entries, in 1976, 1978, 1979, 1981, 1983 to 1988 inclusive.

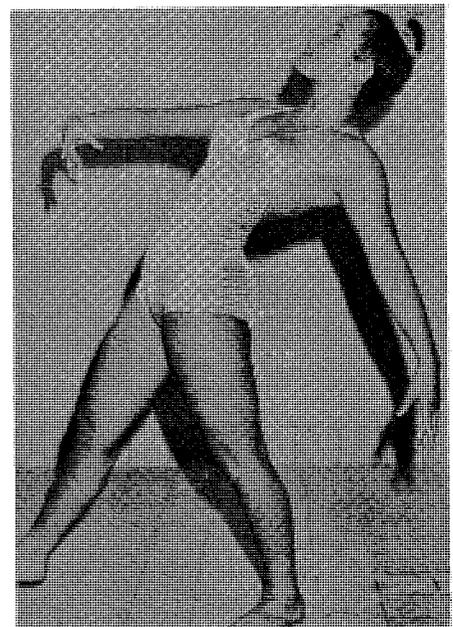
Since the European Championships started in 1974, we have gained 5 Gold medals in the Solo routine Championships. The first being Jane Holland (Reading Royals) in 1974, Jacqueline Cox (Reading Royals) in 1977 and Carolyn Wilson (Rushmoor) in 1981, 1983 and 1985.

Southern Officials are widely respected and are in constant demand, Nationally and Internationally. The Southern presence on the National scene, in all aspects of our complex sport, is always to the fore.



The depth of Synchronised Swimming in the South and the standard of performance is second-to-none, and in the current trend many new Clubs are taking honours in the Age Groups, such as Abbey Wood, Bramston Concordes, Hounslow Boro and Portsmouth Victoria.

Our Club coaches are of the highest standard and it is their efforts and dedication which bring the swimmers to National standard and keeps them there.



Development of Diving in the Southern Counties

by Graham Redfern

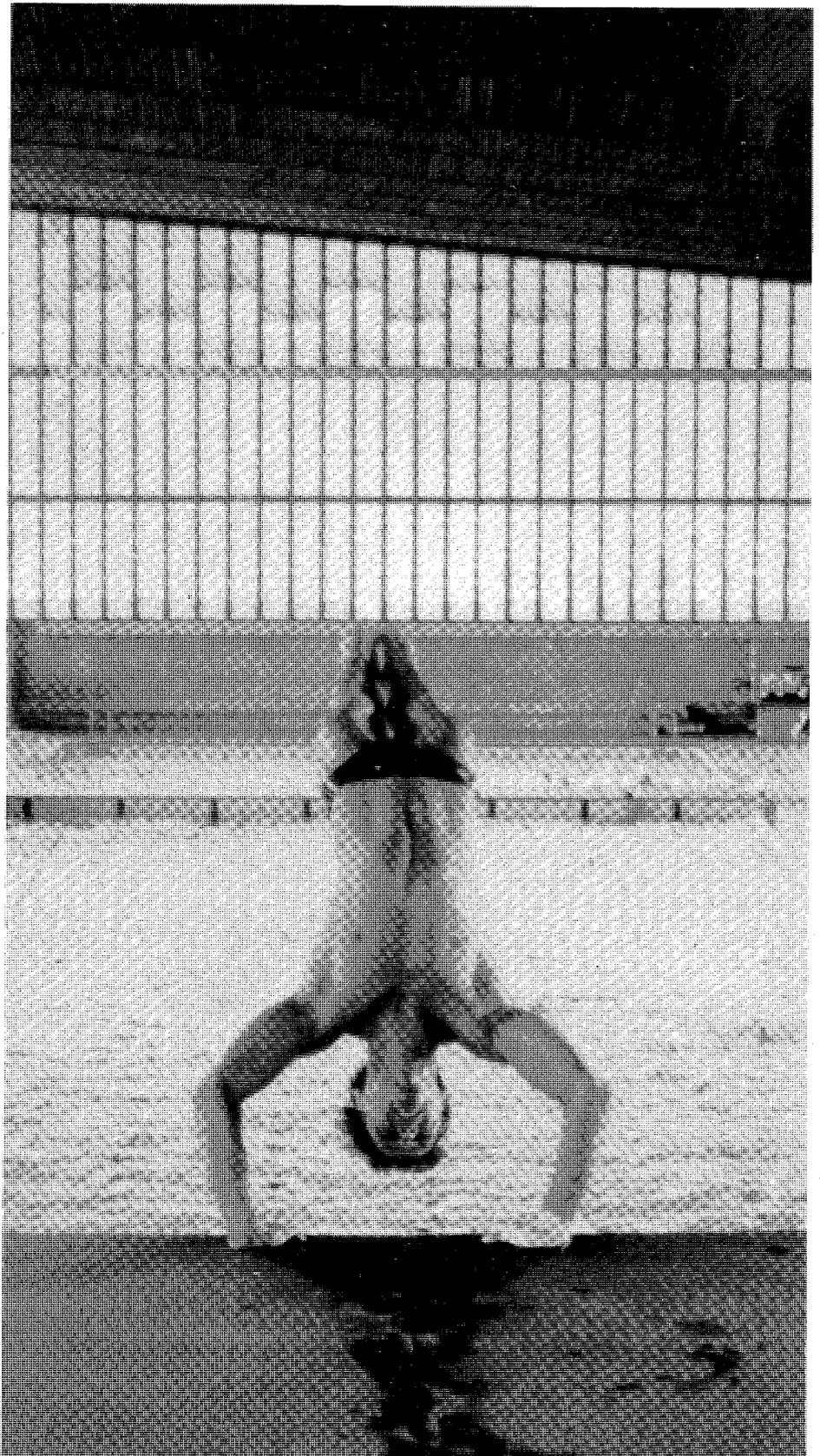
Diving at the end of the last century was a very simple affair. Diving boards varied in height and the baths tended to be very shallow. The dive was the English Header, now known as the Forward Dive Straight, and as the dive was not considered to be completed until divers came to the surface with hands stretched in front, the entry of the dive could not be very perpendicular to the water. The height of the boards did not follow any particular standard.

Diving was included for the first time in the Olympic Games of 1908 which were held at White City. By the (Stockholm) 1912 Games some form of fancy diving had evolved, mainly due to the efforts of the Swedish gymnasts. Women were included for the first time in the team and Belle White competed and won Britain's first Olympic Diving medal.

During the 1920's Highgate Ponds, with a highboard and 13 feet of water became the main centre for diving. Many events were held there and club teams competed for the Westminster Cup, presented by the second Duke of Westminster. These contests lasted all day and usually included competitors from the Channel Islands, mainly from Jersey Swimming Club. They had the lease of the foreshore at Havre des Pas which had enabled them to build their own pool, a tidal pool with a high board.

By 1924 the height of boards had been fixed at a standard level which still prevails today.

The Amateur Diving Association organised the National Graceful Diving Competition for each sex, only headers or swallow dives were permitted. The ADA could not affiliate to FINA, only the ASA could arrange International Meets or take divers abroad. After the 1928 Olympics, at which our divers did not do very well, a group of them formed Highgate Diving Club, a men's club. They resolved to boycott ADA championships and compete only in the events of the ASA and its District and County Associations and the principal object was to promote



competitions with overseas clubs.

Marshall Street Baths in the West End of London opened in 1930 with good boards and were open all year. They became the main training bath.

Double Olympic Diving Medallist in 1928, Pete Desjardins from the USA, turned professional and toured Britain several times in the 1930's. His exhibitions were very popular and provided an impetus to British Diving.

In 1932 SCASA created its Diving Committee, the first in the country. Also founded this year was the London D.C., a mixed club in three sections.

Highgate had formed contact with Continental clubs and Marshall Street Baths were the venue for inter-club matches, these always drew a capacity crowd. There were reciprocal trips abroad. During this period the ADA's influence

waned and that of the ASA increased.

In 1934 the Empire Pool Wembley was built to provide the venue for the second British Empire Games. The facilities were the finest in the country with American imported springboards. British divers did well (see Roll of Honour). Although it was only open in the summer, the Empire Pool became the major venue for International Diving events and training.

In 1935 the ASA held its first National Swimming & Diving Championships meeting at New Brighton and at the end of the year the ADA wound up its affairs. Some of its officials had already made the transition to the ASA, the most notable being Gregory Matveieff (Southern Counties President in 1956) (ASA President in 1964).

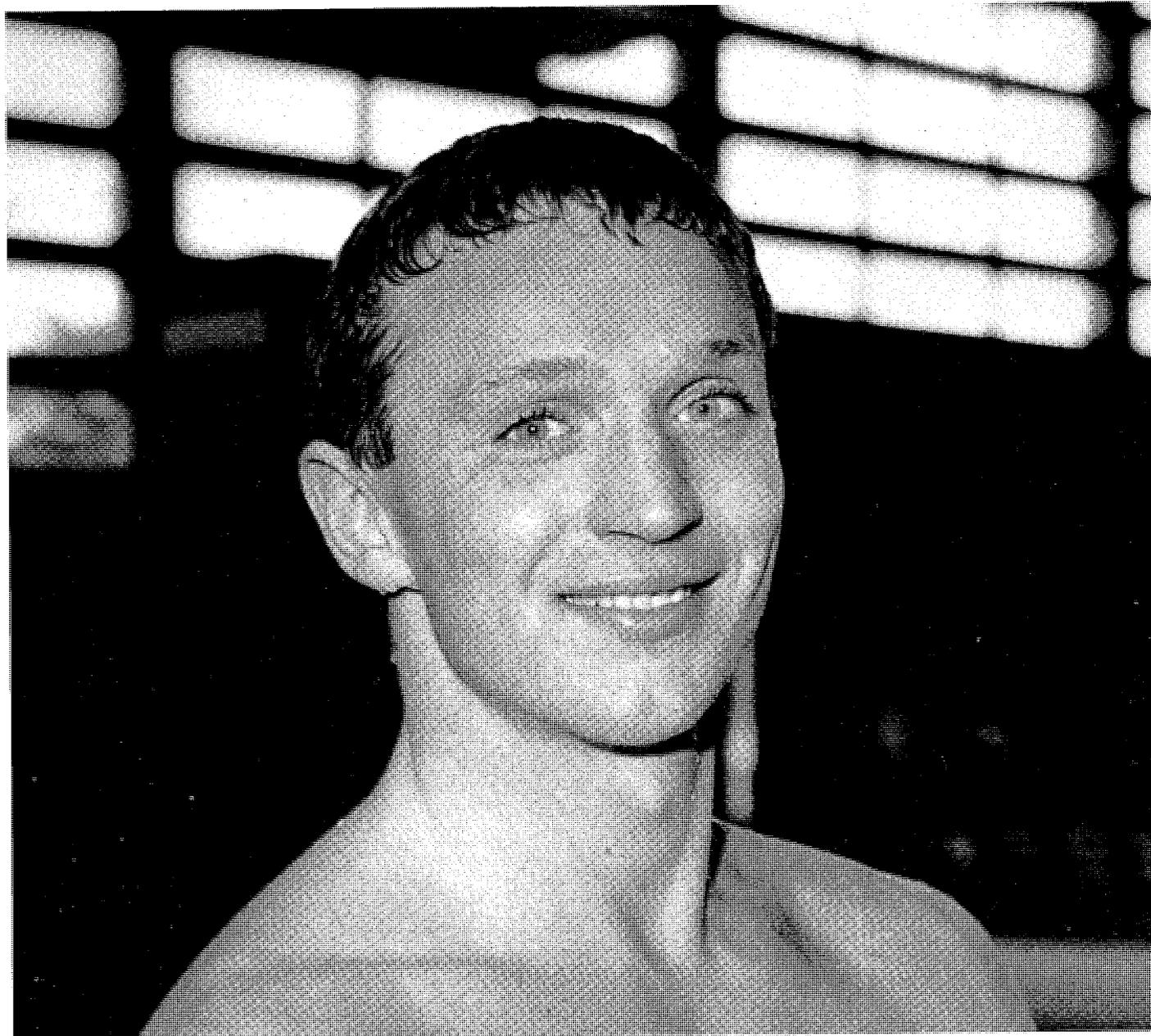
During the 1930s recognized diving coaches were emerging, J. Rasch and R. G.

Robinson (Highgate) and Cyril Laxton (London D.C., Essex Section).

At the 1938 European Games which were held at Wembley, Britain finished second to Germany in the Diving events. Mainly due to the efforts of Southern clubs the standard had risen tremendously in ten years.

After the Second World War the standard took a while to pick up again. By the end of the Fifties Brian Phelps (Highgate), coached by Wally Corner, was outstanding. In 1958 he won the European Highboard title aged 14. He was an International at 13 years 3 months and was said to have the perfect competitive temperament.

Once Crystal Palace opened in the mid-Sixties it became the main training centre, attracting divers from all over the country. Chris Snode (Highgate D.C.) has been the most successful diver of recent years.



The South's Roll of Honour

Swimming and Diving

Olympic Games

Individual Medallists from Southern Counties

1912	Bronze	Belle White (Hammersmith Ladies)	Highboard
1924	Silver	Phyllis Harding (Croydon Ladies)	100 m. Backstroke
1928	Bronze	Joyce Cooper (Mermaid)	100 m. Freestyle
1928	Bronze	Joyce Cooper (Mermaid)	100 m. Backstroke
1956	Gold	Judy Grinham (Hamspead Ladies)	100 m. Backstroke
1956	Bronze	Margaret Edwards (Heston)	100 m. Backstroke
1960	Silver	Natalie Steward (Hornchurch)	100 m. Backstroke
1960	Bronze	Natalie Steward (Hornchurch)	100 m. Freestyle
1960	Bronze	Brian Phelps (Highgate)	Highboard
1960	Bronze	Liz Ferris (Metropolitan)	Springboard
1980	Gold	Duncan Goodhew (Beckenham)	100 m. Breaststroke
1980	Silver	Phillip Hubble (Slough Dolphin)	200 m. Butterfly
1984	Silver	Sarah Hardcastle (Southend)	400 m. Freestyle
1984	Bronze	<i>Sarah Hardcastle (Southend)</i>	<i>800 m. Freestyle</i>
Team			
1980	Bronze	Mens 4 x 100 Medley Team included Duncan Goodhew, David Lowe (Harrow & Wealdstone) and Garry Abraham (Southampton)	

World Games

Individual Medallists from Southern Counties (from 1982)

1982	Silver	Jackie Willmott (Southend)	800 m. Freestyle
1986	Bronze	Sarah Hardcastle (Southend)	800 m. Freestyle

European Championships

Individual Gold Medallists from Southern Counties

1927		Belle White (Hammersmith Ladies)	Highboard
1938		Betty Slade (London)	Springboard
1947		Roy Romain (London University & Otter)	200 m. Breaststroke
1958		Judy Grinham (Hampstead Ladies)	100 m. Backstroke
1958		Brian Phelps (Highgate)	Highboard
1962		Brian Phelps (Highgate)	Highboard

European Championships

Junior Individual Gold Medallists from Southern Counties

1988		Ian McKenzie (Braintree & Bocking)	100 m. Breaststroke
------	--	------------------------------------	---------------------

Commonwealth Games

Individual Gold Medallists from Southern Counties

1930	Joyce Cooper (Mermaid)	100 yd. Freestyle
1930	Joyce Cooper (Mermaid)	400 yd. Freestyle
1930	Joyce Cooper (Mermaid)	100 yd. Backstroke
1934	Phyllis Harding (Croydon Ladies)	100 yd. Backstroke
1934	Dot Macready (Jersey)	Highboard
1934	J. Briscoe Ray (Highgate)	Springboard
1934	Tommy Mather (Amateur)	Highboard
1938	Douglas Tomalin (Highgate)	Highboard
1950	Edna Child (London)	Springboard
1950	Edna Child (London)	Highboard
1954	Ann Long (Ilford)	Springboard
1958	Judy Grinham (Hampstead Ladies)	110 yd. Backstroke
1962	Linda Ludgrove (St. James's Ladies)	110 yd. Backstroke
1962	Linda Ludgrove (St. James's Ladies)	220 yd. Backstroke
1962	Brian Phelps (Highgate)	Springboard
1962	Brian Phelps (Highgate)	Highboard
1966	Linda Ludgrove (Beckenham)	110 yd. Backstroke
1966	Linda Ludgrove (Beckenham)	220 yd. Backstroke
1966	Diana Harris (Beckenham)	110 yd. Backstroke
1966	Brian Phelps (Highgate)	Springboard
1966	Brian Phelps (Highgate)	Highboard
1978	Christopher Snode (Highgate)	Springboard
1978	Christopher Snode (Highgate)	Highboard
1982	Phillip Hubble (Slough Dolphin)	200 m. Butterfly
1982	Christopher Snode (Highgate)	Springboard
1982	Christopher Snode (Highgate)	Highboard
1986	Sarah Hardcastle (Southend)	400 m. Freestyle
1986	Sarah Hardcastle (Southend)	800 m. Freestyle
1986	Caroline Cooper (Potters Bar)	100 m. Butterfly

Team Golds (only SCASA members of teams listed)

1930	Women 4 x 100 yd. Freestyle	Doreen Cooper, Joyce Cooper, (Mermaid); Phyllis Harding (Croydon Ladies)
1950	Men 3 x 110 yd. Medley	Roy Romain (London University & Otter); Pat Kendall (Sutton & Cheam)
1958	Women 4 x 110 yd. Medley	Judy Grinham (Hampstead Ladies); Christine Gosden (Croydon Ladies)
1966	Women 4 x 110 yd. Medley	Linda Ludgrove, Diana Harris, Judy Gegan (Beckenham)
1982	Women 4 x 100 m. Freestyle	Nicola Fibbens (Hatfield); Jackie Willmott (Southend)
1982	Women 4 x 100 m. Medley	Suki Brownsdon (Royal Tunbridge Wells Monson); Caroline Cooper (Potters Bar); Nicola Fibbens (Hatfield)

Editor's Footnote

In Conclusion

Celebrating our 100th Birthday with the publishing of this brochure has led to the assembly of a great deal of historical information about the beginnings of the sport in our District. It seemed appropriate

to take the opportunity to show how our activities were conditioned by social behaviour in those days rather than producing a more contemporaneous account of our affairs which, after all, would be familiar to most readers. The

recent past is perhaps best chronicled by those who will take a backward glance 100 years from now.

MARGARET COOMBS,
SCASA Honorary Public Relations Officer
COMPILER & EDITOR



**Lending support
to British Sport.**



Acknowledgements

Thanks to Hunting Gate who have sponsored this brochure: in particular to Peter Sanctuary and Craig Hunter. Thanks also to our other advertisers.

To Yvonne Price, Mike Proudfoot and Graham Redfern for their written contributions.

To everyone who responded and lent me valuable archive material and photographs (too numerous to mention individually I am afraid, with the exception of Ed Bowditch who did a valuable sifting job through the late Frank Lambert's files).

To all those who chatted and answered questions, again too numerous to mention individually.

To Sue Wallace at the British Olympic Association and John Verrier at ASA Headquarters for access to their respective libraries. Also the British Museum Library for access to ASA Handbooks.

Bibliography

History of the Amateur Swimming Association by Austin Rawlinson.

Encyclopaedia of Swimming by Pat Besford.

ASA and SCASA Handbooks.

Swimming Times of the 1920s and 1930s.

BOA Records.

Numerous club records, minute books and scrap books.

Any errors or omissions are unintentional and great regretted.

MARGARET COOMBS,

SCASA Honorary Public Relations Officer

Editor & Compiler

April 1989



SCASA CENTENARY BROCHURE

Additional identification of some photographs

- Page 5 (group top right) Ladies from Jersey S.C. circa 1920
- Page 6 Members of Colchester S.C.
- Page 7 Violet Morgan (Kingston Ladies S.C.) SCASA Girls
100 yards Champion 1910 (time 1 min. 34 secs.)
- Page 8 (top) Ladies Long Distance Championship of England
(5 miles) in the Thames
(bottom) Masters swimmers at the GB Championships,
Barnet Copthall, 1985
- Page 9 (bottom) John Besford on winners rostrum: Germany 1934
- Page 10 Judy Grinham meets American film star, James Stewart
- Page 12 Start of Mens 200 m. race at 1908 Olympic Games (pool
in middle of White City Stadium)
- Page 13 (top) Hastings Ladies Synchro Team (mid Fifties)
(bottom) Hastings Mixed Floating Formation
- Page 14 Synchro National Squads 1973
Jane Holland, Solo Gold Medal winner in the first
European Championships 1974
- Page 16 French Ladies Water Polo Team walking along Kingsway
1929 (in London to play a match vs the London Ladies
Water Polo Association at Croydon)
- Page 18 Chris Snode in training at Crystal Palace
- Page 19 Brian Phelps

SWIM ENGLAND SOUTH EAST
REGIONAL MANAGEMENT BOARD

14 JUNE 2017

REGIONAL ADMINISTRATION

PURPOSE OF REPORT

To report progress on the regional administration function, following the demise of the Amateur Swimming Association's Divisional Office for the South & West

RECOMMENDED ACTION

The Board is requested to

- 1 AGREE that the Region's office be provided at the home of the Regional Office Manager;
- 2 DECIDE the Region's "official" address;
- 3 DECIDE whether to hire storage facilities for essential hard copy records;
- 4 NOTE the position regarding office equipment and communications' facilities;
- 5 CONSIDER whether to provide an allowance to the Regional Office Manager for providing an office for the Region;
- 6 CONFIRM the resilience arrangements already operated by the Regional Office Manager and the Regional Club Development Officers.

SUPPORTING INFORMATION

- 1 There are a number of matters, arising from the Region taking its administration functions "in house", to be resolved.

Office accommodation

- 2 Historically, the Region administration has been housed in premises provided by the Amateur Swimming Association (the ASA). When the Region was first established, the office base was in the Bisham Abbey National Sports Centre, in the Region. When the now-disbanded divisional structure was established, the ASA set out the divisional office in Wellington, Somerset, in what had been the South West Region's office base.

- 3 The South West Region has re-established its office base at Wellington, and has agreed that, as a temporary measure, we may use their facilities. In practice, that means that hard copy mail is delivered to the office, and the Region's financial records (eg invoices and payment vouchers) for the past 6 years are kept there. By arrangement, South West staff ensure the limited amount of hard-copy mail reaches our Regional Office Manager (ROM).
- 4 When she was Divisional Office Manager, Bryony Gibbs, by arrangement with her manager, the Divisional Lead, visited Wellington about once a week: she discharged most of her duties at home. Members will recall that, before the divisional restructure, the Board was contemplating closing its presence in Bisham, with a view to Bryony working from home: this plan was abandoned on the removal of the regional administration to Wellington.
- 5 Given that, for the most part, Bryony has worked from home since the establishment of the divisional office, it is proposed that the Region formalise the situation, and appoint her home as the place of work of the ROM.

Official address

- 6 Clearly, it would inappropriate to publish the home address of a member of staff as the official address of the Region, although it is appreciated that some volunteers (eg secretaries of county associations) allow their addresses to be used in this way. The first thought was to arrange a PO Box address as the official address, with the ambition of securing such an address ostensibly within the Region.
- 7 The ROM has explored this, with the following outcome. If this is set up with Royal Mail the address they provide would be one local to the ROM's home, i.e. Bristol: their service this will always be to a local office. The costs for Royal Mail would be as follows, for a delivery service Monday - Friday:

6 Months £171.00
12 Months £318.00

- 8 In order to have a service that offers an address in the South East, it would need to be with another provider, not Royal Mail. For instance Mail Boxes Etc offer a Business Account, the costs for which would be:

6 Months £215.00
12 Months £340.00.

In addition, there is a £10 registration fee, £3.50 each time mail is forwarded plus the cost of materials and postage, mail handling fee £25 per '000.

- 9 Regus offer a Mailbox plus service with a Slough address at £29 per month (Reading was much more - £49 or £69 per month!). They would charge 50p per letter scanned or, for Mail Forwarding, it would be the Royal Mail charge + 30%.
- 10 An alternative arrangement would be to find a partner prepared to allow the Region to use their address as its official address. This would make it is easier for the Region to have an address "in region", but would require our hosts to ensure that any hard-copy mail was forwarded to the ROM.
- 11 The Board is asked what its preference would be.

Document Storage

- 12 The Region has to store 6 or 7 years' back financial records in hard copy. These documents are presently at the South West Region's office, and Wellington. The Chairman of the South Western Board is keen to reclaim the space these documents presently occupy.
- 13 The ROM has looked into this. She has obtained a quote for the nearest place to her, Safe Store Bristol. They quoted £11.33+VAT per week for a 16 sq ft space, which equates to a little over £700 per year. This excludes a padlock or insurance. Of course, the Board may prefer a facility within the Region, although the ROM is only person likely to visit it.
- 14 Roger Prior has reminded the Chairman that he recovered some hard-copy records from Bisham Abbey, when that office was vacated, and these need to be stored, too, although Roger is not convinced that all of the documents need to be preserved.

Office Equipment

- 15 As was reported at the last meeting, the Chief Executive of the ASA has confirmed that that body will continue to provide IT for the Regional Office Manager, and that equipment is included in the ASA's Tech Refresh programme. In addition, the ROM will continue to have access to the ASA's various IT systems.
- 16 The ROM has pointed out that she requires some additional equipment in order to perform her duties - a heavier duty scanner/copier than her domestic machine and a stronger shredder for the destruction of confidential documents. With the endorsement of the Chairman, she has asked the ASA to provide the former, and will source the latter herself.
- 17 Finally, the ROM has acquired, with the agreement of the Chairman, further shelving in order to accommodate, for instance, the current year's accounts' vouchers etc.

Communications

- 18 Presently, the ROM's access to Broadband is via her domestic landline. Her present contract provides sufficient bandwidth to accommodate the e-mail traffic generated by and for the Region.

An Office Allowance

- 19 The Chairman suggests that, if the ROM is to provide the Region's office accommodation, her personal expenditure in this respect should be reimbursed, in terms of say, an office allowance. The Board is requested to consider the principle of this, and, if favourable to the idea, seek advice as to how to take the matter forward.

Resilience of the Administrative Function

- 20 It was evident, when the ROM was on holiday for 2 weeks earlier the year, that she and Regional Club Development Officers had made arrangements for all necessary aspects of the administration to continue in her absence. The Board is asked to indicate that it is content with the relatively informal resilience arrangements now in place.

Job Description

- 21 The Sub-Group established in March 2017 has yet to review the job description of the ROM: the Chairman will shortly circulate the job description for the Divisional Office Manager post, which remains in force following what was effectively a TUPE transfer, to the other members of the sub-group.

RFP

12.06.17

Harold Fern and A H Turner Awards

Harold Fern Award

The income for this Award arises out of a gift to the Association by Harold Fern of £1,000 8% British Petroleum Preference Stock. The Award valued at £50, is annually available to the Club, Association, or individual (amateur or professional) deemed by the Sport Governing Board to have done the most to popularise the sport of swimming. The Award may be withheld in any year at the discretion of the Sport Governing Board. Nominations for this Award to be submitted to the Chief Executive of Swim England by Regional Associations and Committees of the Association.

The recipient of the award shall also receive a suitable memento for the occasion presented by the Sport Governing Board.

Terms of the Award

The award is given to the individual or organization making the most outstanding contribution to aquatics at club, county regional, national or international level.

In selecting the winner of the Award each year the Sport Governing Board will give consideration to the following:

- outstanding achievement in advancing the sport through competition / coaching / officiating
- outstanding achievement in the administration of the sport
- outstanding achievement in advising the sport

Submissions from regions should be made by 15th July 2017

A H Turner Award

The income for this Award arises out of a gift to the Association by Mr A H Turner of £1,000 8% British Petroleum Preference Stock. The Award valued at £50, is annually available to the Club, Association, or individual (amateur or professional) deemed by the Sport Governing Board to have done the most to popularise the sport of swimming. The Award may be withheld in any year at the discretion of the Sport Governing Board. Nominations for this Award to be submitted to the Chief Executive of Swim England by Regional Associations and Committees of the Association.

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- outstanding achievement in the administration of the sport
- outstanding achievement in advising the sport

Submissions from regions should be made by 15th July 2017

Briefing Note for Regions

The following is based on feedback received during the recent consultations at which there was wide consensus that we should proceed with establishing an incorporated company. A motion is to be put to Council in October 2017.

1 Members' Forum

In July 2017, we will advise Regions the maximum number of delegates they can send to the October 2017 Council meeting.

Should incorporation, together with the outline proposals for the Members' Forum, be approved at the October 2017 Council meeting, Regions will be able to appoint the same number of members to the Members' Forum as they were able to send delegates to the October 2017 Council.

However, it is not as simple as saying that delegates and Members are the same individuals.

For example, many Regions deliberately and understandably have not made individuals who are on the Group Board and/or the Sport Governing Board their regional delegates to Council.

Moreover, someone may not be a delegate simply because they cannot make the date of the October Council meeting. Membership of the Members' Forum is a 365 day a year position, although it is unlikely there is anything to do more than a few times a year. (The occasional vote and attendance at an AGM and any EGMs)

Should incorporation be formally approved in October 2017, Regions will be asked for the details of the individuals to be members of the Members' Forum by mid December 2017. We will want/need full names, postal addresses and email addresses.

As per 2.2 below, it is anticipated that in January 2018, members of the Members' Forum will be required to vote re four Member Nominated directors.

2 Appointment of the new Board of Directors

It should first be noted that the intention is for the existing Group Board and the Sport Governing Board to continue well into 2018. (And, as agreed on 12 April, the committee structure under Board level will also continue.)

If approval for incorporation is formally received in October 2017, we will commence establishing the new Board.

First, we will carry out an open recruitment process for the chair of the new Board.

2.1 Chairman

The Chairman will be recruited via an open recruitment process. There will be an interview panel / nominations committee of three, being:

one independent member of the Group Board
one member of the Sport Governing Board
one independent.

It is envisaged that the initial term of office for the Chairman will run to 31 December 2021.

2.2 Four Member Nominated Directors

If approval for incorporation is formally received in October 2017, a call for nominations will go out to the Regions.

NB. No Region will be able to make more than one nomination.

It is anticipated that the call for nominations will go out to Regions during November 2017. This will be via email to Regional Chairmen, with the regional representatives on the Sports Governing Board copied in.

Regions will be able to make nominations via email to the Company Secretary, Richard Barnes.

It is anticipated that nominations will close in mid November 2017

The election process will be carried out in December 2017 / January 2018 by an independent organisation, Electoral Reform Services (ERS). ERS will contact each member of the Members' Forum (probably by email) directly.

Each member of the Members' Forum will be able to vote for up to four nominees.

The intention is for:

the nominee who finishes fourth in the ballot to serve on the new Board until 31 December 2018

the nominee who finishes third in the ballot to serve on the new Board until 31 December 2019

the nominee who finishes second in the ballot to serve on the new Board until 31 December 2020

the nominee who finishes top in the ballot to serve on the new Board until 31 December 2021

2.3 Three Independent Directors

Once the Chairman has been identified, a new nominations committee / interview panel will be formed, being:

Chairman
one member of the Sports Governing Board
one Independent

These three will appoint the three independent directors, again through open recruitment. It is anticipated that this process will be completed in early 2018.

The intention will be for initial terms of office for each of the three independents to be different, with one independent director serving initially until 31 December 2018; another until 31 December 2019, and the third until 31 December 2020.

Thus, in early 2018, it is anticipated that if formal approval for incorporation is received in October, we will have determined ten of the twelve directors by early 2018:

Chairman
Four Member Nominated Directors
Three Independent Directors
CEO
CFO

2.4 Two Specialist Directors

The final directors to be appointed will be the two specialist directors. Again, an open recruitment process will be used, led by the Nominations Committee which will be:

Chairman
One Member Nominated Director
One Independent Director

3 Modifications to regional constitutions

It should be noted that consideration should be given to addressing the following issues at the September 2017 AGMs of Regions

- 3.1 References to Sport Governing Board or Group Board may, when appropriate, be read as references to the Board of The Amateur Swimming Association (Swim England) Limited. (Hereafter summarised as ASA Limited.)
- 3.2 References to ASA may, when appropriate, be read as references to ASA Limited.
- 3.3 A process for determining who if anyone should be nominated by the Region to be a Member Nominated Director needs to be agreed and enacted before the call for nominations is made. If incorporation is formally agreed at Council in October 2017, as per 2.2 above, there will be a call for nominations for Member Nominated directors in November 2017.

3.4 A process for selecting the members of the Members' Forum needs to be agreed and enacted. If incorporation is formally agreed in October 2017, we will want each Region to provide the details of their members of the Members' Forum before the end of 2017.

NB 1 We will still need Council delegates for October 2017 (and possibly October 2018).

NB 2 It may well not be appropriate to automatically make Council delegates the Members of the Forum (see 1 above).

3.5 Alternatives

It is for the Regions to determine how they wish to establish their members of the Members' Forum, both initially and going forward. At a meeting of the Rules Committee, five possible approaches were identified re the initial process, there may well be more:

Formally deal with members of the Members' Forum at the September 2017 Regional AGMs, subject to formal approval of incorporation at October 2017 Council;

For the initial year, simply agree at September 2017 Regional AGMs that members of the Members Forum shall be the same as the delegates to Council (also possibly including the SGB member as one of the Regional Council delegates);

Agree at September 2017 Regional AGMs that the Regional Board can decide;

Have an EGM in November or early December 2017;

Agree at September 2017 Regional AGMs that a postal ballot take place.

Similar alternatives also exist for determining the Regional nominations for the Member Nominated Directors.

As stated, it is felt that it is for each Region to decide on the best approach for their Region on how to address the points in 3.1 to 3.4 above.

Benefits of Affiliation

Clubs affiliated to Swim England South East have access to everything that the Region offer this includes the following;

- Competitions in all disciplines
- Talent Camps for Swimming and Open Water
- Bursaries for SwimMark Clubs towards Teaching/Coaching qualifications and Safeguarding & Protecting Children CPDs
- Support of 2 x Regional Club Development Officers
- Young Volunteer Programme
- Annual programme of Coaching Development Workshops and Conferences
- Time to Listen courses (courses run by the Region are free of charge)
- Team Manager courses (courses run by the Region are free of charge)
- Six monthly Team Manager update
- Support with Networks
- The Region sends both a team of swimmers and synchronised swimmers to overseas camps
- Funded Diving programme in Southampton when funding was removed by the ASA
- Training for Officials
- Coaches Forum
- Team Manager Conference
- Youth Forum
- Monthly Club Update to all clubs advising of activities and courses taking place in the Region

Bryony Gibbs

From: Roger Penfold <rogerpenfold@btinternet.com>
Sent: 04 June 2017 19:29
To: davies045@btinternet.com; <jane.davies03@btinternet.com>
Cc: Bryony Gibbs
Subject: Fwd: Advance news about SwimMark and updates to your regional web site
Attachments: image001.png; Untitled attachment 00038.htm; image002.gif; Untitled attachment 00041.htm; image003.gif; Untitled attachment 00044.htm; image004.gif; Untitled attachment 00047.htm; SE SwimMark Accreditation.pdf; Untitled attachment 00050.htm; SwimMark-Generic-
RGB.jpg; Untitled attachment 00053.htm

John/Jane

I expect you know all about this, and I apologise for not sending it on to you earlier.

Bryony

Please add to the list of correspondence for the next Board meeting.

All the best

Roger (FP)

Sent from my iPad

Begin forwarded message:

From: Karen Williams <Karen.Williams@swimming.org>
Date: 16 May 2017 at 14:54:00 BST
To: Regional Chairman <regional.chairman@londonswimming.org>, "chairman@eastswimming.org" <chairman@eastswimming.org>, DavidFlack <davidcflack@gmail.com>, Roger Penfold <rogerpenfold@btinternet.com>, "Simon Kirkland" <Simon@sportstructures.com>, "john.hidle@ntlworld.com" <john.hidle@ntlworld.com>, Neil Booth <neilbooth@clara.co.uk>, "david@northyorkshiresport.co.uk" <david@northyorkshiresport.co.uk>
Subject: Advance news about SwimMark and updates to your regional web site

Dear Regional Chair,

Advance news about SwimMark – the new name for the swim21 accreditation

As part of our Swim England rebrand process, you will be aware we are also updating the identity of the swim21 club accreditation.

There will be no changes to the accreditation itself. But the name will change to SwimMark and the programme will have a whole new look, with new logos for each module.

The new SwimMark identity and collateral will be live on Tuesday 13th June.

As key providers of swim21 information to your regional clubs, can we ask you to update all swim21 references on your web site by this date?

This will mean that the new brand name and information is ready at the same time right across the country.

To help with the updates, I've attached:

- information about the SwimMark accreditation and module names

- the new SwimMark accreditation scheme logo (colour jpeg). If you need another format, please let me know.

Can you please check and update all references to the accreditation in your current web copy and web menus?

I am aware a number of you will use external web companies and may need to schedule in the time for amends, so please let me know if this date is not achievable.

We will be carrying out the same changes to our swimming.org site.

For Your Information:

Previous communications

- We originally informed our clubs about the planned changes to swim21 back in February and again in March.
- We will send out a 'coming soon' communication to clubs this week to tell them when to expect access to the new logos.

On Tuesday 13 June

- All swim21 accredited clubs will receive an e-communication to access the new SwimMark logos and logo guides via a refreshed SwimMark web portal. They will receive a new look certificate shortly afterwards.
- We will send out communications about the new identity directly to stakeholders
- We'll also send out a news release to the wider industry and provide you with a copy of the news release to use on your web site.

If you have any questions about the new SwimMark identity or if you feel you cannot update your site by proposed live date, please let me know.

Kind regards
Karen Williams

Karen Williams
Head of Brand Marketing

T 01509 640343

M 07583 083635

E karen.williams@swimming.org

Swim England Senior Leadership Update May 2017

EG – Emma Griffin, DJS – Damian Stevenson, JG – Jon Glenn, JK – Jon Keating,
MT - Mike Thompson, JD - Jonathan Duckworth, BH – Brian Havill

Strategy (EG)

- A one page Swim England Strategy Dashboard is in the process of being finalised, which will monitor our progress against each of the six strategic objectives.
- A layer below this, we will have a departmental tracker that will monitor activity against the agreed implementation plans.
- We have proposed KPIs to Sport England (see Insight section below).

Strategic Partnerships (DJS)

- We are nearing completion of the scoping phase of work to determine the best use of the team, highlighting which partners and organisations should form the team's portfolio.
- We have outlined our key areas of work aimed at providing essential information and establishing organisational ways of working and reporting, to help meet our business objectives:
 - **Growth Swimming Toolkit:** Ensures we continue to support operators growing their aquatics business and continuing the excellent work done to date by partners on the Three Frontier model.
 - **Internal Dashboard:** Provides valuable data and insight for each of our partners' influence across the sector and contribution to both Swim England and the wider industry. The dashboard will help us to evaluate each partner, providing an overview of why they are important to keep on board as a partner and customer.
 - **Internal ways of working:** Collaborative document that articulates best practice approach to working with partners from the 'field teams' across our organisation.
- This month we met with the Head of County Sport Partnerships (CSP) at Sport England to understand their current position. This has enabled us to evaluate our future way of working with them.

Learn to Swim & Workforce (JG)

Swim Safe

- We have confirmed 23 sites, including two in Wales, one in Scotland and one in Northern Ireland (19,500 participant spaces available).
- We are working in partnership with many new organisations, including Scottish Swimming and Salford Leisure, as well as continuing our partnership with GLL, Everyone Active and many smaller, local organisations.

Workforce (JG)

- The Awarding Body did first of three roadshows designed specifically for our Approved Centre key contacts.
- The Awarding Body are about to start some research into qualification gaps within the industry, with the aim of identifying potential growth areas which will help support the industry.
- Four IoS Workforce Development Manager posts have been introduced.
- International delivery is increasing including Dubai and Saudi Arabia.

- The new Aquatic activity referral qualification is ready to pilot.
- A review of CPD process and titles available is currently underway.
- We continue the development of blended coach learning programmes.
 - The new blended Swimming Assistant Coach programme has been successfully piloted and following a small number of amendments is being rolled out to the wider coaching workforce.
 - The blended Swimming Coach programme is almost complete and will be piloted in July.
- Development of RPL (Recognition of Prior Learning) programmes for the new Swimming Assistant (Coaching) and Swimming Coach certificates.
- Development of a new online learning programme which introduces officials to refereeing. This has received extremely positive feedback from both learners and members of the Swimming Officials Group.
- Swim England rebrand for all of the new coaching certificates is now complete.

Insight (DJS)

- **KPI's:** Currently being developed in discussion with Sport England (for our Core and Talent funding) and, in tandem, for Swim England at organisational level.
- **Lapsed Membership research:** Fieldwork finished in May, analysis in June and insight pack development for dissemination to colleagues by end of June.
- **IoS insight work:**
 - IoS rebrand survey currently in the fieldwork phase and due to close 18th June.
 - Additional work has profiled existing IoS customers to help future recruitment.
- **Swim London evaluation:** The Swim London project has finished, during which we completed analysis of feedback from participants during and after the project. The participants reported positive impacts of the sessions on their perceptions and behaviour towards swimming and a full insight pack will be developed to demonstrate the impact of this work.
- **CRM:** Creation of CRM 'how to' guides, which will assist all field teams in their operation of the system and a review of each teams requirement in terms of reporting.

Health and Wellbeing Update

- **Health Commission Report:** We will be launching the Health Commission report on the 21st June, alongside a response to the recommendations in the report. The report has been developed by a number of leading academics across the UK and highlights the latest evidence on swimming and health. The report highlights the great potential for swimming to contribute to supporting the health and wellbeing of the population.
- **GP Referral:** The pilot programmes have commenced for the Level 3 GP referral course, which will upskill the GP referral workforce to deliver an aquatic option as part of their schemes. The Health and Wellbeing team have been working with IoS to develop the materials and pilot programmes are being run over the next two weeks in Corby and London.
- **Dementia-Friendly Swimming (DFS):** This week we hosted a meeting of the coordinators of the DFS project. The meeting was a good opportunity for the coordinators to share learning and best practice. We were particularly pleased to see the number of operators who are seeking to embed DFS across the whole of their organisation and hear some of the fantastic stories on how the project is having a positive impact on people lives.

Talent (EG)

Diving

- 11 athletes have been selected for the COMEN Mediterranean Cup, Bolzano which will take place at the beginning of August. These athletes were selected following the Junior Elite Championships 2017.

Synchronised Swimming

- Training has continued for the Junior and Age Group Squads as they prepare for their International Competitions later next month.
- An England Talent camp took place during the May half term with 33 squad members and 10 staff, finishing with a display on Friday 2nd June in Aldershot to demonstrate the full programme of routines.
- Our technical Coach Paola Basso will be making her final trip to England to help coach the Juniors before the Junior Europeans and participate in a final round of club visits and workshops.
- The National Coach, Katie Chapman will commence maternity leave at the end of May

Water Polo

- The Swim England National Water Polo Centre has been established in Manchester with access to pool time and the impressive new Manchester Institute of Health & Performance (MIHP) for all six National Water Polo Squads (U17, U19 & Seniors). Manchester City Council have secured 39 weekends per year that will provide high quality monthly training environments where the squads have already made it their home.
- England U17 girls won gold and the England Senior men won bronze in the EU Nations Cup during May. The EU Nations Cup is a competition for smaller EU Nations, including England, Wales and Scotland as well as more established European teams. All national squad teams are working towards consistently winning gold by 2021.

Clubs (JK)

- SwimMark will be launched to clubs on 13th June.
- National Development Officers (NDOs) will be showcasing all disciplines at Swim Serpentine on 16th September.
- The finals of the British Water Polo Championships took place in Cheltenham Lido, the culmination of the British Water Polo League. Eight teams, 96 players and 32 volunteers came together to deliver the event hosted by Cheltenham Swimming & Water Polo Club that saw City of Liverpool women and Lancaster City men crowned 2017 Champions.
- Water Polo have applied to be included in the Youth Sport Trust's School Games National Finals. The application process is competitive, with 20 sports applying for 12 spaces. The outcome of whether water polo will be included or not is expected w/c 5th June 2017.

Commercial and Marketing (MT)

- Four weeks after launch, Just Swim membership has reached 1,400 new members, with an additional 200 Club members who have activated their online account.
- Virgin Active booked two of their pools into the Learn to Swim Photography pilot, an opportunity for parents to purchase the learn to swim equivalent of the annual school photo. If successful, this will be rolled out across all Virgin Active sites.
- Nominations have opened for this year's Swim England National Awards, due to be held on 11th November at the Great Hall of the University of Birmingham. The nominations period is from 31st May until 12 noon, Sunday 16th July.
- Entries also opened for the Open Water Festival 2017, which will return to Rother Valley Country Park on 30th - 31st July. This year's event will also include the new Team2k mass participation event and a large Festival Village, incorporating stalls, concessions, entertainment and activities for all.

People Development (JD)

- The 2017 Staff Conference and Awards took place on 11th May 2017 and were roundly praised as being the best ever of these annual events. Jane Nickerson gave everyone an overview of the new 2017-2021 Strategic Plan and the focus of the Conference through a series of inspirational speakers and activities was helping ensure that everyone is clear about the role they have to play in successfully delivering that strategy.

- The Awards Winners were:

Category

Innovation Award

Individual Excellent Service Awards

Team Excellent Service Award

Collaborative Working Awards

Team of the Year

Manager of the Year

Unsung Hero of the Year

Colleague of the Year

Ranking

Bronze: Becky Milnes

Silver: Adam Goyner

Gold: England Programmes Teams

Bronze: Lauren Hibberd

Silver: Michael Bobe

Gold: Martyn Hudson

Bronze: Office Resources

Silver: Awards Team

Gold: People Development

Bronze: Learn to Swim Commercial Group

Silver: Awards Rebranding

Gold: Bristol Swimmer Pathway

Bronze: Talent Swimming Team

Silver: IoS Pool Plant Team

Gold: IoS Learning Solutions Team

Bronze: Ekaterina Boyd

Silver: Emily Taylor

Gold: Vikki Newbon

Bronze: Issa Areef

Silver: Steph Matthews

Gold: Dan Murphy

Bronze: Sharon Lock

Silver: Katie Towner

Gold: Janet Slack

Please contact Louise Barnes at louise.barnes@swimming.org with any enquiries and for further details.