

Regional Management Board

Minutes of Meeting held on Sunday 16 February 2014, commencing at 1100
Guildford Spectrum, Guildford

Present:	Roger Prior (RGP)	Chairman
	Jim Boucher (JB)	Board Member
	Ray Hedger (RH)	Board Member
	Ivan Horsfall-Turner (IHT)	Board Member
	Alan Lewis (AL)	Board Member
	Roger Penfold (RFP)	Board Member
	Shelley Robinson (SR)	Board Member
	Gary Shields (GS)	Board Member
	Geoff Stokes (RGS)	Board Member

Also in attendance (non-voting):

Keith Barber (KC)	Open Water Manager
Frank Clewlow (FC)	Diving Manager
Brian DeVal (BDV)	Communications Group
Bryony Gibbs (BG)	Regional Office & Finance Administrator
Josh Williamson (JW)	Assistant Coach – Barcelona

14 Apologies

Apologies had been received from:

John Davies (JD)
Trevor Jones (TJ)
Kate Coupar (KC)

15 Barcelona Swimming Trip Report

It was felt that the trip overall was a success and that it benefited both the swimmers and coaches who attended. The qualification for the trip was at the Winter Championships and it was felt that this changed the atmosphere of the meet and provided motivation for the swimmers. There are 2-3 swimmers that were on the trip that may be in line for the European Juniors next year so this trip will have been a good preparation for them. The Coaches forum will decide on the qualification criteria for the 2014 trip. The Board thanked Josh Williamson for attending and also wish to pass thanks on to the group for the professional Team Manager report that was produced.

Action: BG

16 Discipline Managers' Reports & Succession Planning

Open Water Swimming

The Championships were held at a new inland venue in Chichester this year, which was very successful and all the events were able to go ahead. The venue was shared with the Special Olympics Open Water event. The Region also claimed their first gold medal at Nationals with Molly Webster of Farnham SC winning the 800m, with no pool qualifying

time. There has been an increase in younger swimmers (ages 12-15) becoming involved in Open Water which is positive as attracting these age groups have been a problem in the past. There were three new officials qualified this year, with another two currently training and an Officials Course running in March. Information about this is to be circulated to Ian Bond and to the County Associations.

Diving

At the time of the meeting Gemma McArthur was in 6th place in the FINA Diving Grand Prix in Madrid. The Age Group (level 3) competition this year was run with the South West Region, shared events are preferable to allow more competition for the divers, however this has become more difficult so the South East will be running their own Age Group competition in 2014. There were camps held for both Age Group (level 3) and Skills (level 2). The uptake on these was around 39%, it is believed that this is due to the limited time frame between the divers qualifying and the camp only being 6 weeks before the National finals. These are also run in the school holidays so people may already have other commitments. In terms of Officials Training both a Judges theory and a Recorders course took place in January. There is still one event left to run this year, the Level 2 Skills competition on 23rd March at K2 Crawley. Frank Clewlow wrote to the Board in relation to the Beacon Funding process but a response to this has not yet received. It was confirmed that this issue will be raised with the Sport Governing Board.

Masters Swimming

Masters successfully ran both their long and short course events this year. There were some issues with the catering and timing equipment at the long course event. John Harrison of Godalming SC set three world records at the long course event, as well as this five British Records were set and two British and World relay team records. It was also reported that there was less issues with recruiting officials this year. The entry software created by Jonathan Mills has continued to be developed further and now allows monitoring of the sessions so that that they can be closed early when full. However changes to the ASA membership server caused problems as the software was no longer able to access the database. Rob Moore has also developed a macro allowing British records to be identified in real time from the Sportsystems software. Thanks to both Jonathan and Rob for their hard work and support.

Synchronised Swimming

Following the sad loss of Janet Holdstock the Synchro Development Group has made every effort to pick up where Janet left off. Kate Coupar was appointed as Synchronised Swimming Manager and the group have been working hard ensure that everything is documented so that there will be no future succession issues. There were three competitions held this year, the recreational, multi-regional and the first regional novice competition. A group of junior athletes were also taken to a competition in Switzerland, the group were very grateful to the Board for their support with this. In 2014 the group plan to go to Spain. It is interesting to note that six out of the nine athletes training full time at the High Performance Centre are from the South East. Various officials courses were planned but some had to be postponed due to the changes in FINA rules and figures.

Water Polo

There was no one present from the Water Polo Group to present the report. The under 19 event will take place in March and the Senior men's league for 13/14 is in progress. It was noted that there is still an issue with volunteers in Water Polo and they are unable to

deliver any more without additional resource. AL has been in regular contact with the Water Polo Group and will invite them to the Development Group meeting for further discussions. AL will also email all club contacts to assist in reforming the Group and improving communication. The ladies under 19 set up in Crawley is proving successful and it has been mirrored for the boys in Worthing. There is a network in Hampshire evolving and a similar set up in Crawley both being progressed with Rosa Gallop. There is an ongoing issue with Water Polo Coaching courses however there has been an improvement in this due to the introduction of blending learning. No referees courses have been run this year but a number of probationary referees are now working through their assessments. It was noted that the Athlete Funding that has been provided to several Water Polo players in the Region was not mentioned in the report.

Development Group

The main developments this year have been the introduction of Athlete Bursaries, the Diving Talent Programme in Southampton and the Overseas Swimming Trip to Barcelona. There has been a smaller uptake of the Athlete bursaries than expected due to the lack of ASA camps in most disciplines however several Water Polo players have been supported. The Diving Talent Programme began in January following the rejection of the Beacon Programme at Southampton and has successfully run one camp. It was also noted that fifteen clubs lost their swim21 accreditation, it was felt that this may be mostly due to issues with the system when it was first implemented. The Board would like to receive a report on the swim21 clubs that we currently have accredited.

Disability

There was no report supplied for Disability Swimming but RGP updated the Board as well as he could. There have been two competitions held at Southampton as well as two CPDs held for Officials. RGP will meet with Lyndsey Hollands, Disability Talent Officer, next week to discuss development proposals.

Swimming

There was no report supplied for Swimming but RGP updated the Board as well as he could. During the year Ian Ashley resigned from the post of Swimming Manager. The Swimming Group met around 4 weeks ago with a full turnout. The lack of a Swimming Manager means that the group are currently dealing with competitions, not development. All the competitions ran successfully this year, despite entry times being made more difficult the number of entries was still the same. The times will be made harder still in 2014 and a reduced number of entries will be accepted. The priority of the group is to now get another Swimming Manager in place.

17 Finance

The three proposals put forward by the Finance Sub-Group were unanimously agreed, these were as follows;

1. To decide to release the £85,089 excess accrual in the financial statements for the year ending 31 March 2014, with the amount to be separately presented in the Income and Expenditure account.
2. To adopt the budget for the financial year 2014/15 set out in the attached appendices, with the amendment of a £40,000 provision for bursary funding; and
3. As a result, to confirm to the Sub-regions that no contribution will be sought from

them, in the financial year 2014/15, towards the cost of the Regional Club Development Officer.

A vote of thanks was proposed to the Finance Sub-Group for their work on the finances and in particular Stuart Fillingham for his assistance with the accruals.

Action: RFP

18 Communications

The communications report produced by Brian DeVal was discussed. It was unanimously agreed to authorise the Communications Group to move forwards with this and work towards having a new website ready to launch at the September ACM. The group will also develop a strategic communications plan for the Region.

RFP is to approach Mike Lambert to find out who owns the current URL and who hosts for the website.

BG to ask Discipline Managers what their requirements are for the new website. As both Kent and Sussex ASA have recently invested in new websites it may be worth looking on these for inspiration.

Action: BG / RFP

19 South East Region Diving Programme

The first camp took place on 26 January with 38 divers from 5 different clubs, one of these was from the South West. The camp worked on a variety of different things including strength, conditioning, there was a motivational speech from Peter Waterfield, meetings with parents and coaches to develop ideas and also a Diving Recorders Course. The second camp was taking place on 16 February, with a nutritionist in attendance. There is reasonable room for expansion within the programme with capacity for up to around 60 divers.

20 Minutes of the meeting held on 09 January 2014

The Minutes from 09 January were agreed as a true record.

Action: BG

21 Matters Arising

Min 12 Vice President – SR to send BG more information on the role of the Vice-President so that this can be circulated to Counties and Clubs.

Action: SR / BG

22 Affiliations & Resignations

New Affiliations

Stowe School SC

Resignations

None

Enquires

None

Transfers

None

Change of Name

None

Future applications are to be approved by the Chairman and Vice-Chairman.

23 ASA Sport Governing Board Minutes – 17/18 January

4.1 Masters Officer advert is out. 17 applications received to date. The closing date is 17th February with interviews being held on 4th March.

4.6 The criteria for the Harold Fern and AH Turner awards is being reviewed.

6 Jane Davies has been approached to assist with the LTAD Competition Review.

8 There is an issue with Category 2 forms coming back on time. The ASA are working with legal to see how this can be resolved as the forms require a signature.

10 Commonwealth Games England Team Selection. There was a lack of information regarding the selection for the England Team, preparations and appointment of staff.

11.1 There will be no shirts this year for Regional and County events.

18 The Club Conference is being rethought. RGP is part of the working group that is considering proposing regional club conferences in 2014.

17.2 Rotation of Members. It was agreed that Regions should resolve the rotation of the regional nominated members on the SGB by the March meeting.

22 Circulation of SGB Board Papers. It was agreed that all papers can be circulated to Regional Chairs/Board members unless marked private and confidential for SGB members only.

23.2 SGB felt strongly that there are some issues with the ASA management structure that need analysing. The Chairman will discuss this further the CEO.

24 Correspondence

No report received.

25 DMB Report

The ASA have received funding for an additional year for Sport England. A key objective of this is to increase participation by 3.5%. This increase is currently measured by the Active People Survey.

Alison Usher will be providing an update on the Hampshire Facilities project at the next Board meeting.

The Board congratulated Bryony Gibbs on her new appointment as Divisional Office Manager. The Board has a requirement for a Minutes Secretary to attend meetings from 31st March, IHT will look into this.

RGP will invite the new Chairman to attend meeting with Alison Usher to discuss the requirements of the Region in terms of administration.

RFP will explore the possibility of the Southern Counties paperwork being stored in the Berkshire Records Office.

Action: IHT / RGP / RFP

26 Regional Chairman

The Board thanked IHT, AI & GS for their efforts with the recruitment of the new Regional

Chairman.

The Board voted in favour of the recommendation to appoint Roger Penfold as Regional Chairman.

The outcome will be communicated to all applicants as soon as possible. It was agreed that Chris Lee and Darren Wilmshurst would be invited to join the Regional Management Board.

Action: IHT / GS / AL / BG

27 AOB

Annual Report – RGP will complete his Chairman's report before the next meeting on 31 March.

President's Medallion – The medallion is damaged and will need to be repaired. BG to send the Vice President's medal to SR.

Action: RGP / BG

26 Date of Next Meeting

Monday 31 March 2014 at 1900, in the Conference Room at Guildford Spectrum Leisure Centre