



# Swim England West Midlands

<b>Committee</b>	Regional Management Board
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<b>Venue</b>	Basepoint Business Centre, Bromsgrove
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<b>Time and Date</b>	9.15am Saturday 2 <sup>nd</sup> December 2017
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<b>Present:</b>	Ms H Edstrom (Vice-Chair)	Mr M Beard (Finance Manager)
Mr D Corbett (President)	Mrs E Sykes	Mrs P Davies
Mr F A Green	Dr S Prosser	Mrs J Childs
Mr P Holmes	Mr P Welsh	Mrs V Hewitt

<b>In Attendance:</b>	Mrs J Campbell (Office Manager)	Miss A Swan (Club Development Officer)
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<b>Apologies:</b>	Mr S Kirkland	Mr B Simkins
	Mrs J Jones	Mrs H Weeks

Minute	Agenda Item	Details	Action
17/66.00	<b>Welcome</b>	Helga Edstrom took the Chair in the absence of Simon Kirkland.	
17/67.00	<b>Minutes of 30<sup>th</sup> September 2017</b>	Minutes approved.	
17/68.00	<b>Matters arising</b>		
17/68.01	<i>Minute 17/53.00 Judicial process</i>	SK/HE to revisit	<b>SK/HE</b>
17/68.02	<i>Minute 17/54.01 OW I &amp; E</i>	MB forwarded to JC.	
17/68.03	<i>Minute 17/54.02 Level 3 funding</i>	Working group still to meet. SP to take the lead and convene a meeting.	<b>SP</b>
17/68.04	<i>Minute 17/54.04 Facilities seminar</i>	BS to send presentation to regional office via We Transfer.	<b>BS</b>
17/68.05	<i>Minute 17/54.07 Para-swimming plan and budget</i>	With changes to staff in Para-swimming team, this is on hold.	
17/68.06	<i>Minute 17/54.10 Different corporate structures</i>	Working group to explore different structures. HE to lead.	<b>HE</b>
17/68.07	<i>Minute 17/54.18 Succession planning</i>	Agenda item.	

<b>17/68.08</b>	<i>Minute 17/56.00 Regional strategy</i>	Agenda item.	
<b>17/68.09</b>	<i>Minute 17/60.00 Championships</i>	Not completed.	
<b>17/68.10</b>	<i>Minute 17/62.00 Minutes from Chair's meeting</i>	Not completed. TG attending next meeting on 14 <sup>th</sup> December. <i>Post meeting note: Minutes circulated 14/12/17</i>	
<b>17/68.11</b>	<i>Minute 17/64.02 Website</i>	Cheaper quote obtained and going ahead with transfer and revamp of website.	
<b>17/69.00</b>	<b>Code of Conduct and Register of Interests</b>	Remaining board members were asked to complete the document.	
<b>17/70.00</b>	<b>Governance Regional Strategy</b>	HW to get meeting dates from each county for a meeting with the relevant members at County's discretion to discuss the regional strategy. HE and SK to meet with each county.	<b>HW HE/SK</b>
<b>17/71.00</b>	<b>Finance report and development costs</b>	MB circulated a report and the development costs prior to the meeting: <ul style="list-style-type: none"> <li>• Membership fees received in October in line with budget</li> <li>• Swim England subsidy not received – TG to follow this up at the Chair's meeting</li> <li>• Expenditure currently within budget</li> <li>• Development net spend below budget</li> <li>• Water Polo and swimming activity due to take place in December and January</li> <li>• Bank balance remains healthy</li> </ul>	<b>TG</b>
<b>17/72.00 17/72.01</b>	<b>Club Development Committee report</b>	Steve Prosser circulated a report: <ul style="list-style-type: none"> <li>• At the meeting on 1<sup>st</sup> December 12 clubs and 1 network were reviewed – Burton SC new club accreditation; Nuneaton &amp; Bedworth and Kingsbury Aquarius at risk – HW in contact with the clubs.</li> <li>• TG asked for the benefits of affiliation to be sent to clubs – SP to revisit the information available</li> <li>• Club constitutions – all constitutions to be reviewed, Alan Bartlett is happy to help. Timescale to be sorted.</li> <li>• Funding request for 2 FINA synchro judges to be supported – approx. £1200. Approved by Board with request to ask East Midlands for contribution towards the cost.</li> </ul> <p>Steve gave a presentation on club membership based on fees paid. 2017 figures up to end October, not final.</p> <ul style="list-style-type: none"> <li>• Category 1 drop off – explained by a variety of issues such as pool closures, Local Authority learn to swim. Clubs concerned with loss of membership and revenue.</li> <li>• Overall membership numbers remain around 16,000 since 2005</li> </ul>	<b>SP</b>



17/76.00	<b>Regional reports</b>		
17/76.01	<b>SGB report</b>	<p>Bernard Simkins circulated a report:</p> <ul style="list-style-type: none"> <li>• Incorporation – new Chair to be appointed at end of November. 4 member directors to be appointed mid-December.</li> <li>• National Club Management Group ToR not accepted</li> <li>• Definition of low level competition for Synchro, Diving, Open Water and Swimming has been refined to make it clearer when Cat 2 is required</li> <li>• All party Parliamentary Group for swimming has been registered concentrating on school swimming and facilities initially</li> <li>• Contract with FINA to licence coaching programme – due to receive £109,000 over 4 years</li> <li>• GLL – in house training programme to train teachers with STA</li> </ul> <p>Any questions please contact Bernard.</p>	
17/76.02	<b>Chair's report</b>	<p>Liz Sykes circulated a report on the Strategy weekend adding that the ASA is planning a new draft constitution for CIOs.</p>	
17/76.03	<b>Synchro report</b>	<p>Report circulated:</p> <ul style="list-style-type: none"> <li>• Over 200 competitors at the Midland Championships in Walsall on 8<sup>th</sup> October</li> <li>• Regional success at Scottish National Age Groups in Glasgow for Walsall and Rugby at end October</li> <li>• National Age Groups in Gloucester on 25<sup>th</sup> November – plenty of regional medals and 5 invitations to trials for England squads</li> </ul> <p>David Corbett added that there was an introduction to Men's synchro in Gloucester.</p>	
17/76.04	<b>Water Polo report</b>	<p>A report was circulated:</p> <ul style="list-style-type: none"> <li>• WM boys under 14's team entered into ASA Inter-regional championships in Walsall</li> <li>• WM RTC at Walsall running well with new coaches coming forwards</li> <li>• EM and WM will move forward separately from 1<sup>st</sup> April 2018 whilst still maintaining close links. Nigel Greenwood to take a pro-active lead for WM. Funds to be split for 2017/18.</li> </ul>	
17/76.05	<b>Masters report</b>	<p>The minutes from the meeting on 12<sup>th</sup> October were circulated.</p> <ul style="list-style-type: none"> <li>• 2018 Masters competition at Rugby 26<sup>th</sup> / 27<sup>th</sup> May</li> <li>• Paul Welsh attended the Masters Conference – Paul was asked to share his Warwickshire Exec Report and presentation from the conference – PW to send to JC who will circulate to all board members.</li> </ul>	<b>PW / JC</b>
17/76.06	<b>Records Officer report</b>	<p>No records to report.</p>	
17/77.00 17/77.01	<b>County updates Shropshire</b>	<ul style="list-style-type: none"> <li>• Young Volunteers programme up and running for 2018</li> <li>• Development days completed, very successful.</li> </ul>	

17/77.02	<b>Staffordshire</b>	<ul style="list-style-type: none"> <li>Took part in Masters Inter-counties and came 3<sup>rd</sup>.</li> </ul>	
17/77.03	<b>Warwickshire</b>	The County has a new website.	
17/77.04	<b>Worcester County</b>	<ul style="list-style-type: none"> <li>England Talent County Pathway Programme – Lead Coach for 2018 will be Graham Nash and Programme lead will be Keith Munday. All camps booked at Warwick Pool: 21<sup>st</sup> April, 14<sup>th</sup> July, 29<sup>th</sup> September</li> <li>Masters team performed well at Inter-counties meet – final results TBC</li> <li>Chairs forum well attended, thanks to Simon Kirkland for also attending</li> <li>Head Coach for England Programmes camps appointed.</li> </ul>	
17/78.00	<b>AORB</b>		
17/78.01	Midland Champs	Midlands Champs dates may have changed slightly – please can the dates be sent to JC to be recirculated to all counties	<b>ES / Regional office</b>
17/78.02	ASA 150 <sup>th</sup> Anniversary	Request by MB to add the ASA 150 <sup>th</sup> Anniversary and Liz Sykes elevation to President onto matters arising – keep this item on the agenda moving forward so we can be suitably prepared.	<b>Regional office</b>
17/78.03	GB World Para Team	It was noted that Tony Ward is going away with the GB World Para Team and is listed within the top list of 25 officials, selected top international ITO's.	
17/79.00	<b>Confirmation of dates of next meeting</b>	Saturday 3 <sup>rd</sup> February 2018 at Basepoint, Bromsgrove	

	<b>SUMMARY OF AGREED ACTIONS</b>	<b>MINUTE REF</b>	<b>ACTION</b>
➤	Judicial process – SK/HE to revisit	17/68.01	SK/HE
➤	SP to lead and convene a meeting re Level 3 funding	17/68.03	SP
➤	BS to send facilities presentation to office	17/68.04	BS
➤	HE to lead working group on different corporate structures	17/68.06	HE
➤	HW to get meeting dates from each county for a meeting on the regional strategy. HE/SK to attend county meetings.	17/70.00	HW HE/SK
➤	ASA office subsidy – TG to follow up at Chair's meeting	17/71.00	TG
➤	Benefits of SwimMark – SP to revisit information available	17/72.01	SP
➤	Final membership presentation to be circulated once final year-end figures received	17/72.01	SP
➤	SP to draft a letter to be sent to Kingsland SC	17/72.01	SP
➤	Lead person on the Board for Facilities?	17/73.00	SK/HE
➤	Liz Sykes to discuss 'swimming' finance with Mike Beard	17/75.00	ES/MB
➤	PW to send report and presentation from masters conference to office	17/76.05	PW
➤	Midland Champs dates to be circulated to counties	17/78.01	ES/Regional office
➤	ASA 150 <sup>th</sup> anniversary and ASA President on RMB agendas	17/78.03	Regional office