



# 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 3 <sup>rd</sup> February 2018
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<b>Present:</b>	Mr S Kirkland (Chair)	Ms H Edstrom
Mr M Beard (Finance Manager)	Mr D Corbett (President)	Mrs P Davies
Mr F A Green	Dr S Prosser	Mrs J Childs
Mr P Holmes	Mr P Welsh	Mr B Simkins
Mrs E Sykes		

<b>In Attendance:</b>	Mrs J Campbell (Office Manager)	Miss A Swan (Club Development Officer)
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<b>Apologies:</b>	Mrs V Hewitt	Mrs J Jones
	Mrs H Weeks	

Minute	Agenda Item	Details	Action
18/00.00	<b>Welcome</b>	Simon welcomed everyone to the first meeting of 2018 and thanked Helga for covering for him at the last meeting.	
18/01.00	<b>Minutes of 2<sup>nd</sup> December 2017</b>	Minutes approved.	
18/02.00	<b>Matters arising</b>		
18/02.01	<i>Minute 17/68.01 Judicial process</i>	Discussed at Regional Chairs meeting. Regions are asked to look at their own process timeline.	<b>SK/HE</b>
18/02.02	<i>Minute 17/68.03 Level 3 funding</i>	SP has started the process. Awaiting some information from IoS requested by HW.	<b>SP</b>
18/02.03	<i>Minute 17/68.04 Facilities seminar</i>	Presentation received and available to Board members on request.	
18/02.04	<i>Minute 17/68.06 Different corporate structures</i>	HE has started to look at this but may need to wait until the National structure has been sorted, then decide form and function of regional board.	
18/02.05	<i>Minute 17/70.00 Regional strategy</i>	Dates for county meetings received from all apart from Warwickshire. Once all dates received will look at suitable dates to visit each county.	<b>PW</b>
18/02.06	<i>Minute 17/71.00 Office subsidy</i>	Subsidy received from Swim England.	
18/02.07	<i>Minute 17/72.01 Benefits of SwimMark</i>	Summary of benefits available on SE website. Will also be highlighted in next newsletter.	<b>SP/HW/AS</b>



18/05.02	<b>Affiliation requests</b>	<p><b>1. Kingsland SC</b> Following the questions raised at the last meeting the Board were asked to consider the affiliation request. In favour – 7 Against – 1 Abstentions – 3 including Jean Childs</p> <p><b>2. Black Country n Potteries Masters</b> The club will not be a training club but a vehicle to get Masters to compete together. In favour – 10 Against - 1</p> <p><b>3. Lucton Typhoon SC</b> The club is a community club based out of a private school. In favour – 11</p> <p>The regional office will contact SE membership department and inform the clubs and counties.</p>	<b>Regional office</b>
18/05.03	<b>Club Development Team report</b>	<p>A written report was circulated prior to the meeting:</p> <ul style="list-style-type: none"> <li>• Next SwimMark panel in March</li> <li>• Currently working with 6 club networks encouraging them to work together on projects</li> <li>• 3 Regional swim camps successful. Head Coaches report to be circulated.</li> <li>• Successful overseas trip to Amiens – full report to be circulated.</li> <li>• Young Volunteer Programme – planning for 2018/19. Increasing number of places available.</li> <li>• Regional Conference – 10<sup>th</sup> March, details circulated.</li> </ul>	
18/06.00	<b>Facilities</b>	<p>Sandwell Council have revealed plans to build a £60m, 5,000 seater venue including a 50 metre competition pool and 25m diving pit which would be used for the Commonwealth Games in 2022. The Board were concerned for Warley Wasps and Oldbury SC with the closure of Thimblemill and Oldbury pools and whether the new pool would be able to accommodate them both. SK will contact the Facilities Team to ascertain whether 8 or 10 lanes. SK will progress discussions with Sandwell Leisure Trust and the protection/embedding of clubs in the new venue. Also SK will contact SE re diving and work with HW and AS on the development of diving at the venue and region.</p> <p>ES said that work is underway on the Warwick University pool – 10 lane 25m. <i>Post meeting note: The New Sports and Wellness Hub at the Cryfield Campus is due to be handed over on 4<sup>th</sup> March 2019 and will have some dedicated meeting/classroom spaces available to hire.</i></p> <p>ES added that the contractors are starting on the new Coventry pool in March.</p>	<b>SK</b> <b>SK</b> <b>SK/HW/AS</b>
18/07.00	<b>Talent</b>	A report from Jo Jones was circulated to the Board:	

	<b>Development</b>	<ul style="list-style-type: none"> <li>• Coach 2024 – Marc Spackman graduated from programme</li> <li>• Pathway Coach Programme – 2 coaches selected from West Midlands – Chris Littler and Marc Foster</li> <li>• 10 coaches will be supported by 3 Coach Advisors. Unfortunately there wasn't enough consultation with the region – should we consult with counties too?</li> <li>• Tony Green requested that counties notify him of their County Pathway dates so he can protect the dates for licensing purposes.</li> </ul>	<b>VH/JC/PW</b>
<b>18/08.00</b>	<b>Events and competitions</b>	<p>Liz Sykes gave a verbal report:</p> <ul style="list-style-type: none"> <li>• Meeting with Louise and Andy (new Events and Competitions co-ordinator and assistant) on 9<sup>th</sup> February. Transition period – all this year's championships in place</li> <li>• A decision needs to be made on the trophies which are handed out at the winter championships. Some in bad state of repair, some not returned and others not taken so stored in office.</li> <li>• DC advised that the Transplant Games will be taking place at Birmingham University in August 2018. The Mayor of Birmingham will contact the West Midlands office. Agenda item for Events and Competitions meeting on 17<sup>th</sup> March</li> <li>• TG advised that no results have been received from Perry Beeches SSS following their licensed meet. Suggested he writes to the club secretary, Mandy Blizard.</li> </ul>	<b>DC/ES</b>  <b>TG</b>
<b>18/09.00</b>	<b>ASA 150<sup>th</sup> Anniversary and ASA President</b>	ES had nothing to report as yet but advised that she has secured a speaker for the dinner – David Moorcroft.	
<b>18/10.00</b> <b>18/10.01</b>	<b>Regional reports</b> <b>SGB report</b>	<p>Bernard Simkins circulated a report:</p> <ul style="list-style-type: none"> <li>• BS thanked those who voted for him to sit on the Unitary Board</li> <li>• Incorporation – structure under Unitary Board being discussed – 1 sport orientated and 1 more commercial</li> <li>• Regional representation discussions – 4 meetings a year with Chairman, CEO, CFO and regional strategic leads.</li> <li>• Clubs should ideally have a minimum level 2 coach on poolside for all coaching sessions, Failing that a level 2 teacher is acceptable if operating within their qualification and if any lower qualification is used, a full risk assessment must be taken by the club to ensure safety of all to comply with insurance. Guidance is to be issued.</li> <li>• ASA handbook 2018 will be digital due to constant changes in governance during the changes to Swim England to ensure it is up to date throughout the year.</li> </ul> <p>BS asked for feedback on the new look Swimming Times, format and size has changed and will be bi-monthly.</p>	
<b>18/10.02</b>	<b>Chair's meeting</b>	Minutes will be circulated when available.	

18/10.03	<b>Synchro</b>	<p>AS circulated a proposal for the joining of the East Midlands and West Midlands synchro committees in order to strengthen, grow and develop synchronised swimming in both regions.</p> <ul style="list-style-type: none"> <li>• Development plan discussed</li> <li>• New roles on committee ideally split between 2 regions</li> <li>• Budget split 50/50 EM/WM</li> <li>• Finance Managers to look at finances</li> </ul> <p>The Board were all in favour of the joining of the committees from April 2018.</p>	<b>SK/Regional office</b>
18/10.04	<b>Water Polo</b>	<p>MB circulated a proposal for the Midland Water Polo Group to split and to set up a West Midlands Management Group from April 2018. This was approved by the Board. MB will liaise with the EM Finance Manager.</p> <p>Report on Water Polo</p> <ul style="list-style-type: none"> <li>• WM boys (from 7 different clubs) won the U 14's inter-regionals in December</li> <li>• U 18's girls were 2<sup>nd</sup> in Div 2 at Watford</li> <li>• U 18's boys at Liverpool in February</li> <li>• Jake Vincent, Matt Madden (Solihull), Ryan Padbury (Solihull/Boldmere) and Jordan Elliott (Solihull/Coventry) selected for England v Scotland match.</li> </ul> <p><i>Post meeting note: England won 9-4 and the Solihull players scored 5 of the 9 goals.</i></p>	
18/10.05	<b>Records Officer report</b>	The records report was circulated to the Board.	
18/11.00 18/11.01	<b>County updates Shropshire</b>	<ul style="list-style-type: none"> <li>• Concern raised on whether there will be a new pool in Shrewsbury or whether the Quarry will be refurbished. Refer to SE Facilities Team.</li> <li>• Shropshire network continues to prosper. Telford Forum may not continue.</li> </ul>	<b>Regional office</b>
18/11.02	<b>Staffordshire</b>	<ul style="list-style-type: none"> <li>• Tony Ward made a Life Member of the County.</li> </ul>	
18/11.03	<b>Warwickshire</b>	<ul style="list-style-type: none"> <li>• Chairs Forum to take place on 11<sup>th</sup> February at AG Champs.</li> </ul>	
18/11.04	<b>Worcester County</b>	<ul style="list-style-type: none"> <li>• First County Pathway camp 22<sup>nd</sup> April.</li> </ul>	
18/12.00 18/12.01	<b>AORB Handbooks</b>	The regional 2018 handbooks have been circulated.	<b>Regional office</b>
18/12.02	Regional Mayor	PH suggested that the Regional Mayor, Andy Street, is invited to the Regional Championships.	
18/12.03	Para-swim champs	JC asked for the date for the Para-swimming autumn championships – 20 <sup>th</sup> October at Rugby.	
18/13.00	<b>Confirmation of date of next meeting</b>	Saturday 7 <sup>th</sup> April 2018 at Basepoint, Bromsgrove	

	<b>SUMMARY OF AGREED ACTIONS</b>	<b>MINUTE REF</b>	<b>ACTION</b>
➤	Region to look at own Judicial process timeline.	18/02.01	SK/HE
➤	Information from IoS requested by HW.	18/02.02	SP
➤	Warwickshire dates for regional strategy meeting.	18/02.05	PW
➤	SwimMark benefits on next newsletter.	18/02.07	SP/HW/AS
➤	MB and ES to meet to discuss Championships finance.	18/02.11	MB/ES
➤	Updated Regional Strategy to be circulated with minutes.	18/03.00	Regional office
➤	Publicise Education grant aid?	18/04.00	Regional office/HW/AS
➤	Membership department and counties to be notified of region's decision re membership fees.	18/04.00	Regional office
➤	Contact SE membership department re the affiliation approvals.	18/05.02	Regional office
➤	Contact Facilities team re Sandwell 50m pool.	18/06.00	SK
➤	Progress discussions with SLT re protection of clubs in new pool.	18/06.00	SK
➤	Contact SE re diving and work with HW and AS on diving development.	18/06.00	SK
➤	Counties to advise TG on dates of County Pathway camps.	18/07.00	VH/JC/PW
➤	Transplant Games – agenda item for Events and Competitions committee meeting.	18/08.00	DC/ES
➤	Contact PBSSS club secretary re Licensed Meet results.	18/08.00	TG
➤	Minutes from Regional Chair's meeting to be circulated when available.	18/10.02	SK/Regional office
➤	Contact SE Facilities Team regarding Shrewsbury pool.	18/11.01	Regional office
➤	Invite Regional Mayor to West Midland Championships.	18/12.02	Regional office