

Meeting	Midlands Synchronisation committee	
Venue	Snowdome Tamworth	
Time and Date	30 th April 2018	
Present:	Sue Paget - Club Development Officer - EM	Amanda Swan – Club Development Officer WM
Helen Stokes	Lisa Watkins	Alison Ravenhall
Sally Poon	Geraldine Lally	Olivia Shelton
Lenka Tanner		
In Attendance:		
Apologies:	Hannah Secher	

Minute	Agenda Item	Details	Action
18/01.00	Welcome	A brief welcome was given and everyone introduced themselves and their new role. Lenka's role was explained under the terms of the East Midlands swimming committee. Everyone agreed they were happy with their role.	
18/02.00	Expectations	<p>Expectations were set out. The committee members are expected to meet four times a year, although there may be exceptional circumstances why they cannot attend.</p> <p>How communication was going to be managed, it currently goes to Lisa and Alison in the West and Carole in the East, it was decided that all communication would come to Alison to be forwarded on.</p> <p><u>Action:</u> Sue to send details of East Mids clubs not represented on the committee. Lenka and Sally to provide details of smaller aqua fun clubs. Amanda to look at Warwick Uni. Amanda will contact National Board re above info.</p>	<p>SP AS</p>
18/03.00	Development Plan	<p>The Development plan was discussed in detail. TNA's for the East and West are to be sent out. Suggested Hannah Secher would compile it for the West.</p> <p>Each part of the Development plan has been allocated a letter to be able to refer back.</p> <p>a) Sally has been looking at the workforce. She would like to see from each club: size/swimmers/trained workforce/what you need to develop your workforce in order to see the gaps that need plugging.</p> <p>Do we need another Level 1 Course in Autumn as some girls who wanted to attend couldn't due to exams. <u>To review this at next meeting.</u> We need to make clear the development needs for the next 12 months. We need to monitor timing/dates/need.</p> <p><u>Action:</u> Sue to draft a TNA and check with Sally, then send</p>	<p>HS</p> <p>SP / SPo</p>

		<p>out.</p> <p>b) The Level 2 coaching course in Rugby had been successful. Sue P needs to circulate the info regarding the courses for the summer in Nottingham.</p> <p>c) We are still waiting for the development of the Level 3 coaching course. There has been quite a bit of interest and Sarah Darragh is looking at this. <u>Interest/Need in the region can be checked from TNA</u></p> <p>Referees: This is Nationally organised and run can be put on TNA.</p> <p>d) Courses are organised already until the summer. Alison will continue with this. After that Sally will liase with Hannah about need/timings. Alison to liase with Sally re: how to set up a course- maybe paperwork/finance to be taken over by Jane and Hayley in admin.</p> <p>Action: next meeting update finances re courses. Would this go in the East or West Mids funds?</p> <p>e) The parents need more information about what the different roles entail. It was mentioned that Amy/Louise from Walsall had begun to collate something.</p> <p><u>Action:</u> Helen is shadowing Ali Pratt as referee at Novice Comp and would pull something together for competitions and Grade Days.</p> <p>f) Aquatic Helper is the level before becoming a coach. Any coach should be able to deliver the course- it is just waiting to be released (Sarah Darragh) In speed swimming there is a generic 'young aquatic helper' this includes 3 hours theory and 3 hours volunteering. It needs to be more synchro specific. Lenka has been developing a version she can distribute: suggestions back about setting expectations for the girls 16+. Not adults.</p>	<p>SP</p> <p>SP/AS</p> <p>HS</p> <p>LT</p>
18/04.00	Competition	<p>g)Green Arrows have competition 6/5</p> <p>West Mids Novice 12/5</p> <p>From next year look at moving due to the new synchro calendar. When planning book so they are not so close together.</p> <p>Discussion re Crooked Spire competition, is it happening? Support needed? Where will it fit in new synchro calendar?</p> <p>Action: Agenda item for next meeting: Review calendar of regional competitions in line with new national synchro</p>	<p>SP/AS</p>

		<p>calendar.</p> <p>h) This year Regional will take place in Walsall on 6th October</p> <p>Decision needs to be made re entry grades. Hannah requested that as in previous years it is aligned with National Comps for free teams but a Grade lower. Lisa had spoken with Ali Pratt but it may need to be the same qualification criteria. <u>Action: Lisa to check with Ali.</u></p> <p>There are some age group changes 3 age groups for free teams Age groups for Combos as Combo Cup Figures: 12U figures/ 13-15/ 15-18/ Junior tech elements (Grade 4)</p> <p>i) Lisa and Geraldine to look at this.</p> <p>j) Lisa to email out to everyone to locate trophies and establish what is needed/ needs renaming.</p>	<p>LW</p> <p>LW / GL</p> <p>LW</p>
<p>18/05.00</p>	<p>Swimmer Pathway</p>	<p>K) Lincoln, Bassetlaw, Green Arrows run Grades 8-10 and BSC run an Intro to synchro in the East Mids. Rugby run 8-10 twice a year.</p> <p>Action: Agenda item for next meeting: How to increase Intro to Synchro for East and West Mids.</p> <p>l) Limited new start up. Shrops has 1 club, Staffs has 1 club, there is nothing north near Stoke.</p> <p>Action: Sally to look at criteria for workforce needed to start up</p> <p>m) In the West Mids Hannah identifies swimmers for development camp from West Mids Novice Comp. Lenka also has a Novice development camp.</p> <p>It was decided to keep the camps separate to maximise swimmer development across the region.</p> <p><u>Action:</u> Livvy to liaise with Hannah how to run the camp: ie identify swimmers/structure of the course</p> <p>n) Again West Mids run a successful programme for swimmers identified from Regional Comp. It may be difficult to run next year due to calendar changes. To be reviewed.</p> <p>o) The new committee will promote the Summer Camp. One more big push, details to be resent to West Mids Clubs. Then it will be opened up Nationally.</p> <p>Lenka is working to secure guest speakers coaches, as it's new we need to get the word out there and get people interested. Elairia who runs Bath camp is interested but is waiting on a VISA for Senior GB squad. Also waiting for a reply from Jess Fletcher, City of Salford and ex GB. Maybe mention it to Phoebe?</p> <p>Walsall and B'ham have suggested it is tricky as families have already booked Summer holidays as it's Synchro break and</p>	<p>SP/AS</p> <p>SPo</p> <p>OS</p>

		<p>traditionally go to Cobham at the end of the Summer.</p> <p>p) It is 180 pounds to go on the camp. The girls are identified as on an elite pathway. They are talented but not included on the GB squad. It is a 2 year course to run alongside A'levels and is aimed at keeping the swimmers in sport.</p> <p>We have agreed we can help support. There was currently no process in place to apply for this, so it was agreed they could currently send a copy of their acceptance email to Amanda and a request of 50 % of the cost. The swimmers would have to pay first and if accepted then be reimbursed.</p> <p>West Midlands are currently looking at sponsorship for GB Talent Pathway for all disciplines. <u>Action:</u> Review a process for application and review how we support talent within the region</p> <p>q) Grade days for Rugby in June and Walsall in September already organised. Geraldine has provisionally booked Sat 1st Dec in Bramcote. We discussed how many swimmers we could put through (previously West Mids can do approx. 100 in 4 hours plus 2 land) Geraldine was going to review pool time and booking Studio.</p> <p>Walsall has been moved from 22nd Sept to 23rd Sept due to GB trials</p> <p>Dates to be checked with Lauren to check there is no clash with Crooked Spire Competition.</p> <p>In future Grade Day organisation will go under Competition Lead. Hannah will liase with Lisa and Geraldine in regard to dates to look at throughout the season.</p> <p>r) To be discussed at the next meeting.</p>	<p>SP/AS</p> <p>HS</p>
18/06.00	Section 4 KPIs	<p>Kpi's were reviewed and amended Amanda is to create a new KPI table with direction from Sarah Darragh. Sally advised Amanda that Sarah Darragh might have more idea which pools in the region run stage 8-10 courses. Some swim schools may be running something but not tied in. Sue to map Learn to Swim for the next meeting <u>Actions:</u> Everyone to look in their areas and bring back. Review Last points after TNA completed.</p>	<p>SP All</p>
18/07.00	Course Plan	To be reviewed after TNA.	
18/08.00	Regional camp	See Development Plan.	
18/09.00	AOB	<p>a) The East Midlands Committee still needs to run in its present form until September so meetings will still take place accordingly.</p> <p>b) Sue will tell Anne and Carole that Regionals will now be organised by the East/West Midlands Joint Committee, therefore Lisa and Geraldine will organise this. (meeting 4/6)</p> <p>c) It was recognised that Anne and Carole have put in a great deal of hard work effort and time over</p>	

		<p>the years and it was put forward that they would be invited as Special VIP guests where they would be asked to present medals and give a presentation as a Thank You.</p> <p>d) Provisional Dates for the next meetings 25th June 7pm in Tamworth, 24th September and 3rd December.</p> <p>e) Claim form to be resent with minutes.</p>	
	Confirmation of date of next meeting	Week commencing 25 th June at Tamworth.	

Minutes prepared by	Date
Alison Ravenhall	30/4/18