

ASA London Region

Minutes of Board Meeting – 4th September 2007

Present: Dave Andrews, Jackie Bedford, Will Collins, Vernon Davies, Norman Edgell, Brian Kapp, Kay Grimshaw, Jean Scott, Steve Baker

Apologies: Jean Cook, Ann Van Beukelen, Richard Whitehead, Nuala Muir-Cochrane

In Attendance: Colin Brown

04.09.07.01 Minutes of Previous Meeting

- Minutes of meeting of 17th July 2007 meeting were agreed with corrections to the Attendance list and the addition of matters pertaining to Water Polo. The minutes have been corrected and published.

04.09.07.02 Matters Arising

- **Nuala Muir-Cochrane**
The Chairman informed the meeting that NMC was standing down from the board, as she had just changed jobs to become a National Officer for the ASA dealing with long term participation, and this could create conflicts of interest. The Board, whilst sorry to see her stand down, understood the situation and wished her every success in her new role.

- **Crystal Palace**
There was no further news concerning the pricing of new timing and display equipment.

Action Point: NE to chase

- **Water Polo**
Dave Andrews wanted Steve to spend 10 minutes outlining a plan B if the Water Polo bid for Sport England funding failed. WC said that this would be covered if there was time but the most appropriate meeting would be the October 30th meeting of the development committee – where all the disciplines presented their business plans.

As there wasn't time to discuss this in the meeting the plan B would be worked up with the staff team and presented at the 30th October development meeting.

Action Point: CB,DA,SB to progress

04.09.07.03 ACM

- **Nominations**
WC announced there were 7 nominations for 5 Board places, 2 for the representative on the ASA Committee, one for President Elect and only 4 for the 9 delegates for the ASA ACM.

Action Point: All to put forward willing delegates to the ACM

- **Committee Managers**
Ian Macleod has stood down. The Diving Committee are looking to find a successor.

Action Point: Diving Committee to nominate successor

- **Awards**
CB informed the board that due to the low number of applicants in some of the award categories then the deadline had been extended to the 7th September.
At this point if nominations had not been forthcoming then we would look to the deciding group e.g. Discipline Committees to put forward a coach and an athlete for the award. The group would need to provide a paragraph or 5 bullet points on the individual.
It was agreed in principal that Board members and Discipline Managers would be ineligible to be nominated for awards. The Board agreed the Volunteer of the Year and the Partner of the Year. The winners will be announced at the ACM.

Action Point: Disciplines to nominate their Coach and Athlete of the year

- **Letter to ASA Category 2 and 3 members:**
8,434 ASA members living in London would receive a letter this week advertising the annual council and promoting London Swimming.

04.09.07.04 Director's Report

- **Communication**
CB asked for feedback on the website as it is moved from one 'content management system' to another. The finished website should be in place for the annual council. Each staff member would be responsible for a specific page and work with their allocated committee or group to ensure current, relevant content is maintained. This would reduce the considerable workload of the Chairman in this regard.
- **Strategy**
CB re-iterated that the current London Swimming logo had not fitted into the emerging (not finalised) ASA design guidance. CB demonstrated the visuals of the strategy. The board agreed that the logo produced by Rita Martelo would be used for the strategy. A review of London Swimming's logos could then take place post strategy launch.
- **Funding Bids**
CB had confirmed that he had met with the Head of Delivery for Sport England London about their two outstanding bids. A final meeting had been arranged with the Head of Investment in a 'kill or cure' attempt. CB had been assured this would take place during September.
- **Club and Coach Funding**
The board confirmed that the same process of consultation with clubs should take place at both prospective sites. CB to circulate the criteria sent to Ealing (not Crystal Palace – yet) to board members.
- **Kelley Padden**
CB confirmed that Kelly Padden's title would change to 'Communications Officer and Part Time RDO'. This reflects the ongoing development of her work programme.

04.09.07.05 Meeting Dates

- Main Board and Development Committee Dates for Next Year
Noted

04.09.07.06 Minutes of ASA Meetings

- ASA Board Meeting 29th June 2007
Noted

04.09.07.07 Any Other Business

- **Swimming Times Article**

Vernon Davies Relayed his concern that the message regarding restructuring activity had been lost in the 50m pools headline. VD was afraid that the article could be taken out of context and detract from the acute need for flexible 50m pools within London. CB took this on board but reassured the board that the requirement for 50m pools was embedded within our strategy endorsed by our key partners. CB is also the first RD to be covered in a two page feature in the Swimming Times to date.

- **Borough Discussions**

Vernon Davies relayed his concern that clubs in some boroughs were not being kept informed of discussions with councils and pool operators. CB confirmed that in a couple of instances this had not happened mainly due to logistical reasons. However, clubs were an integral part of delivery within a borough and would be included if they had not already.

- **Aqua Start Packs**

Steve Baker relayed his concern on the delay in the application for Aqua start packs.

Action Point: CB to investigate.

Date of Next Meeting

September 16th 2007 after the ACM

