



ASA South East Region

Management Board Meeting - 12 March 2007

REPORT

For information and circulation to: Sub-Regional Secretaries and Sub - Group Managers

Please read this report in conjunction with the papers available on the regional website.

Items on the Agenda included:

1. 2007/08 Action Plan

The Region has a three year Operational Plan that covers the period of 2006/07 – 2008/09. The Board agreed key performance indicators (KPIs) for year two - 2007/08. A number of KPIs have been adjusted to ensure that the region stays on target to achieve agreed goals by March 2009. Some of the KPIs are challenging such as Swim21 club accreditation.

The funding from the ASA for 2007/08 will cover the “establishment costs” i.e. staff salaries / oncost and office costs at the 2006/07 level. The same level of funding is envisaged for 2008/09. The region must focus on delivery of KPIs for which the ASA is providing funding to maximise its future financial settlements. It also has to look for other sources of funding to ensure further development of swimming in the region.

2. Diving

The Board confirmed the appointment of Frank Clewlow as the South East Region Diving Manager.

3. Annual Dinner

The Board has been discussing the structure of the annual dinner, and the point of who should preside at the annual dinner in 2007. Traditionally, the outgoing president fulfilled this role when, in the days of Southern Counties ASA the dinner was held on the day before the annual council meeting, which was effectively a valedictory event for him or her.

A number of options were considered. It was decided that the president installed at the annual council meeting held earlier in the day should preside at the annual dinner.

4. Annual Dinner Format

The 2006 ASA South East Region Dinner was not as well attended as the Board hoped for. Therefore a proposal to enhance the annual dinner was discussed with a view to make the event in 2007 more attractive.

Following a discussion, the Board agreed to change the Annual Dinner to the ASA South East Regional Gala Awards and Dinner. The new awards to be presented will be:

- Athlete of the Year
- Team of the Year
- Outstanding Contribution to Club
- Outstanding Contribution to County or Region
- Long Service
- Young Volunteer

The last four awards are part of the 2007 National Aquaforce Awards programme. The winners will be put forward to the national panel. The nomination forms will be placed on the regional website and circulated to sub-regions asap.

The Jeff Cook Memorial Plate (The President's Plate) would continue to be presented at the dinner, but the name of the recipient would be announced at the annual council meeting. The outgoing President would make the choice of recipient.

5. Finance - Petty Cash

The Board agreed that a Discipline Manager could request petty cash for an event for a maximum of one month and use money collected on the door to pay officials' and other expenses, providing appropriate documentation is submitted to the regional office that includes relevant claim forms, cash receipts and a clear statement of gross income and gross expenditure for the event.

6. Website

The Board is planning to conduct a web and face-to-face survey to seek users and non-users opinions about the current regional website in terms of its content, ease of navigation, layout, etc. The web survey will go "live" as soon as possible.

7. Any Other Business

The Board briefly considered the individual membership of a sub-region / county association for individuals who are not members of a club or IoS. This will be dealt with at the next Board meeting in April.

Please let us know if you find these reports useful. Your comments will be greatly appreciated

*Roger Prior (Regional Chairman) and Eli Karlicka-Cook (Regional Director)
March 2007*