



Berkshire & South Buckinghamshire Amateur Swimming Association

A sub-region of ASA South East Region

President: Mr Bob Odell (Amersham SC)

4 June 2014

Dear Sir/Madam

MANAGEMENT BOARD

You are requested to attend a meeting of the Management Board, to be held in the Thames Suite at the Windsor Leisure Centre, Stovell Road, Windsor on Wednesday 11 June 2014, at 8pm, to transact the business in the agenda set out below.

Yours faithfully

Hon Secretary

To: Bob Odell (President), Nigel Brand, Myra Felmingham, Stuart Fillingham, Janet Hopkins, Jean Hulbert, Sarah Kelly, Eddie Lyne, David Mason, Bob Pay, Roger Prior, Paul Rogers, John Rowley

And Rosa Gallop, Rosemary Large, Helen Mack, Jonathan Mills, Bev Skelton

A G E N D A

1 MINUTES

To confirm the Minutes of the meeting of the Management Board held on 10 April 2014 (see pages 4 to 9).

2 ASA CLUB DEVELOPMENT OFFICER

At its first meeting, the Board decided to issue an open invitation to its meetings to the ASA Club Development Officer covering the Association's area. Rosa Gallop has, therefore, been invited to attend and may wish to report.

3 REGIONAL CLUB DEVELOPMENT OFFICER

At its first meeting, the Board decided to issue an open invitation to its meetings to the ASA South East Region's Regional Club Development Officer. Helen Mack has, therefore, been invited to attend and may wish to report.

4 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

Members will recall that the Board has adopted an annual programme for discipline managers and other appointees to attend meeting of the Board.

In accordance with that programme, the interim diving and synchro managers, and the webmaster, should report to this meeting. A report by the Synchronised Swimming Manager is attached (pages 10 and 11).

5 MATTERS ARISING ON THE MINUTES

To consider matters arising not covered elsewhere in the agenda.

6 FINANCE

The Board is invited to adopt the draft annual accounts for the year ended 31 March 2014 (attached as pages 12 and 13).

7 ANNUAL COUNCIL MEETING

The Board is reminded that the Annual Council Meeting is arranged for 10 July 2014.

Elections will then be held for Vice-President (the President in 2015/6), Hon Secretary, Hon Treasurer and 12 Members of the Management Board. Nominations for those offices should be received by the Hon Secretary by 23 June 2014.

Proposals for changes of Rules etc, for consideration at the Meeting, need to be submitted to the Hon Secretary by 23 June.

Notice of any other motions need to be submitted to the Hon Secretary before 26 June, when the agenda is required to be circulated.

8 CORRESPONDENCE

The Hon Secretary will continue to report to the Board correspondence he has received, not otherwise reported in the agenda.

At the request of the Regional Management Board, the British Swimming consultation paper entitled “A New British Competition System” was sent to the sub-regions: copies had been sent direct to all clubs. The then closing date for the consultation was 31 May 2014.

The consultation paper was sent to Members of the Board on 20 May 2014. It was suggested that the Association could legitimately respond

- as the promoter of relevant competitions, in which case we would be reliant on views of the Performance Swimming Events Manager;
- on behalf or, endorsing the views of, clubs - assuming clubs responded to the ASA.

In the event, no submission was made in the name of the Association, although the ASA has extended the consultation period to 14 June 2014.

The ASA’s Divisional Office Manager, South & West, gave details of the water polo coaches’ development day at Basingstoke on 20 July 2014. The information was passed to Reading SC, for the information of its water polo section.

The Divisional Office Manager also forwarded an advertisement for specialist members of the [national] ASA Sport Governing Board.

The Chairman of the ASASER Swim 21 Panel requested the Association to appoint a representative to serve on the Panel in place of Jean Hulbert, who had stood down. The Panel meets in the day, 4 times a year, in Chertsey.

Any further correspondence will be reported at the meeting.

9 ASA DIVISIONAL BUSINESS MANAGER

Alison Usher, the ASA Divisional Business Manager for the south of the country, reports to the Regional Management Board on the activities of staff under her management. Her report submitted in May 2014 is attached, for the information of the Board (see page 14), together with the 6 monthly update of the work of ASA employees in the Region (pages 15 to 28).

10 ANY OTHER BUSINESS

Members will recognise that, in light of the Board’s decision that the agenda of meetings should include notice of every matter to be discussed, with written reports, complete with clear advice/recommendations as to action required, circulated at least 3 clear days in advance of the meeting, it is inappropriate to take decisions, at this meeting, on matters which may be raised orally under this agenda item.

BERKSHIRE & SOUTH BUCKINGHAMSHIRE ASA

Minutes of the a meeting of the Management Board held at Windsor Leisure Centre, Stovell Road, Windsor on Thursday 10 April 2014, commencing at 2000hrs.

Present: Bob Odell (President), Roger Penfold (Hon Secretary), Nigel Brand, Stuart Fillingham, Eddie Lyne, David Mason, Paul Rogers, John Rowley.

Also present: Rosemary Large (Assistant Secretary), Rosa Gallop (ASA Club Development Officer).

Apologies for absence were received from Myra Felmingham (Hon Treasurer), Janet Hopkins, Jean Hulbert, Sarah Kelly, Bob Pay, Roger Prior, Helen Mack (ASASER Regional Club Development Officer).

45 MINUTES

The Minutes of the meeting held on 12 February 2014 were agreed and signed by the President as a correct record, subject to the deletion of the word “the” after the word “which” in line 34 of Minute 38 and the correct spelling of the word “event” in Minute 44A.

46 ASA CLUB DEVELOPMENT OFFICER

Rosa Gallop noted that, unlike the South East Region, the Association made bursaries available to clubs who had not achieved accreditation under Swim21. She suggested that the Association review that particular criterion. The Hon Secretary indicated that it was intended that the Finance Sub-Committee would review the operation of the bursary scheme.

In answer to a question, Rosa advised that she had heard nothing further from attendees at the Thames Valley Network about the formation of a local aquatic network.

47 REPORTS BY DISCIPLINE MANAGERS AND OTHER APPOINTEES

In accordance with the annual programme for discipline managers and other appointees to attend meetings of the Board, reports were expected on disability swimming and swimming events.

The Board **NOTED** a report by the Interim Disability Swimming Manager (Roger Prior), concerning approaches to clubs about their current disability activity and a meeting for clubs arranged to be held at Windsor on 28 April 2014.

A report by the Swimming Events’ Manager (Stuart Fillingham) was circulated at the

meeting, as the Performance Swimming Events' Committee had met on 7 April. The report was in the form of the annual report of the Committee, covering the Development Meet, the County Championships, performance swimming County records and performance swimming facilities.

The Board received the report, and requested its circulation to all Members, with a view to formal adoption at the next meeting.

A report by the Public Relations Officer (John Rowley) was circulated at the meeting, covering a range of publicity issues relating to the County Championships.

The Board received the report, and requested its circulation to all Members, with a view to formal adoption at the next meeting.

48 MATTERS ARISING ON THE MINUTES

36 ASA Club Development Officer

The slides of the presentation given by Rosa Gallop to the Thames Valley Network had been circulated.

37 Regional Club Development Officer

Helen Mack's report had been circulated to all Members. It was **AGREED** to defer consideration of "Leading the Lane" to a meeting when Helen was present.

39/28 Appointment of Persons and Sub-bodies

The Hon Secretary advised that there had been no developments in respect of the appointments of Open Water Manager or Swimming Development Manager.

39/28 Garrison Pool, Aldershot

It was noted that the Garrison Pool at Aldershot had reopened, although use had been restricted at the meet promoted by Bicknell & Wokingham SC on 5 and 6 April 2014.

39/31 County Volunteer Co-Ordinator

The Hon Secretary regretted that he had yet to confirm the joint appointments of County Volunteer Co-Ordinator.

44D Attendance at meetings

Eddie Lyne indicated that he now understood the rationale for the invitations to certain persons to the last meeting of the Board.

49 APPOINTMENT OF VICE PRESIDENT

Members recalled that the appointment of Vice President for the period ending at the Annual Council Meeting in July 2014 had been referred to the Board by the Annual Council Meeting in July 2013, there having been no nominations at that meeting. Subsequent to the last meeting of the Board, John Rowley (Bracknell & Wokingham SC) had expressed an interest in serving in that office.

RESOLVED: That John Rowley be appointed as Vice-President for the period up to the Annual Council Meeting in July 2014.

50 MEMBERSHIP OF BOARD

ASA Membership Services had advised the Hon Secretary that Les Sturgess' membership of Windsor SC had lapsed. The Board **NOTED** that, as Les appeared no longer to be a member of an assigned club, his membership of the Board had ceased.

51 FINANCE

In sending her apologies for absence, The Hon Treasurer had advised that she would compile the draft accounts imminently, and anticipated arranging a meeting of the Finance Sub-Committee later in April or in May 2014.

52 CONSTITUTION OF THE ASSOCIATION

The Board was reminded that, during the course of the period since the last Annual Council Meeting, a number of points had arisen which required the constitution etc of the Association to be amended. The Board was invited to consider these, and make recommendations, as appropriate, to the Annual Council meeting in 2014.

A Geographic Area

The Association's constitution contained the following, in Article 2:

"The Amateur Swimming Association (ASA) and the ASA SER define the geographical area of the Association as such portions of Berkshire and Buckinghamshire as lie south of latitude 51 degrees 37 minutes North."

Whilst the statement reflected the position prior to the reorganisation of the administration of the sport in 2005, it was no longer true. The ASA's Constitutional Laws did not now define sub-regions or swimming counties. The ASA SER constitution made no reference to the geography of individual sub-regions.

It was suggested that the constitution should define the area of the sub-region, in terms of ceremonial or local government areas. It was confirmed that the change in definition of area should in no way affect the assignment of clubs by the Region to sub-regions: Bourne End SC would remain assigned to Oxfordshire & North Buckinghamshire.

B Objectives of the Association

The Board recalled that it had consciously embraced the disciplines of disability swimming and open water, notwithstanding that the Association's Constitution made no reference to them. It was suggested, therefore, that Council be asked to amend Article 3.1 of the Constitution to include disability swimming and open water.

C Setting County Records

The Conditions for Establishing County Records had been not changed when the Constitution of the Association had been revised, with effect from July 2013. Condition 2 concluded "...for ratification by the Executive Committee". That Committee no longer existed.

Members recalled that the Board had requested the Swimming Events' Manager to ratify new records, and arrange for their publication. Given that the Board's role was more strategic than that of the former Executive Committee, it was suggested that there was no need for it to ratify records, but it needed to make arrangements for ratification.

RESOLVED: That the Annual Council Meeting be requested to make the following amendments to the Constitution (items a and b) and the Conditions for Establishing County Records (c)

- a That the definition of the area of the sub-region in Article 2 be amended to read "the ceremonial county of Berkshire and the local government districts of Chiltern, South Bucks and Wycombe, in Buckinghamshire."
- b That disability swimming and open water be added to the list of disciplines in Article 3.1.
- c That Condition 2 be amended to read "... for ratification in accordance with arrangements adopted by the Management Board".

53 BURSARY SCHEME

The Board **NOTED** that its Finance Sub-Committee had approved an application for a bursary under the Association's scheme, to David Howard of Wycombe District SC, for Level 2 Teaching, in March 2014.

54 CORRESPONDENCE

The Hon Secretary reported on correspondence he had received, not otherwise reported in the agenda, viz:

- The Regional Office & Finance Administrator, ASA South East Region, had advised that the Region had closed its office at Bisham Abbey in February 2014, when the function had transferred to the ASA South Division Office at 1st Floor Offices, Castle Business Centre, Castle Road, Chelston Business Park, Wellington, TA 21 9JQ (01823 666792).
- The Divisional Office Manager, ASA South & West, had circulated the volunteer training calendar of courses for the period March to June 2014.
- In another e-mail, she had advised that the Regional Management Board had appointed Roger Penfold as its Chairman with effect from 1 April 2014: the Board congratulated Roger on his appointment, at the commencement of the meeting.
- An invitation had been received from a Jeremy Laming to a meeting about the possible formation of open water clubs at Henley, Marlow and Reading on 27 March 2014, at Henley Town Hall. The President had attended the meeting. The Board discussed, at some length, the rationale for the ASA's enthusiasm for the formation of such clubs and the dangers posed by swimming in the River Thames.
- The Operations Administration Team Leader at the ASA had issued a press release on 25 March 2014, announcing that David Sparkes was moving to the sole position of Chief Executive of British Swimming and that the ASA would be recruiting a Chief Executive to succeed David.
- The Divisional Business Manager, ASA South & West, had circulated the list of clubs suspended for failing to re-affiliate by 1 April 2014: there were no clubs from the sub-region on the list.
- The Chief Operating Officer of the ASA had advised that the link from the ASA's website to that of a firm of solicitors who used to be prepared to offer advice on employment law to clubs had been taken down by the firm. The ASA was approaching a different firm for the service.

55 ASA DIVISIONAL BUSINESS MANAGER

The Board **NOTED** updating reports by Alison Usher, the ASA Divisional Business Manager, dated February and March 2014, and submitted the Regional Management Board of the ASA South East Region, which reports had been circulated with the agenda of the meeting, covering the GPS (Get People Swimming) work areas and regional administration. Attached to the second report was a list of clubs in the Region accredited under Swim21, or seeking that status. It was noted that, of the principal clubs in the County, Newbury, Tilehurst and Wycombe District SCs were not accredited, although Newbury and Tilehurst were reported to be working towards that. Members observed that a partnership provider programme had been established for the Bulmershe Leisure Centre at Woodley.

56 ANY OTHER BUSINESS

- A Rosa Gallop reported that 4 coach training days had been arranged in the Region, the most convenient geographically being at Stoke Mandeville on 21 June 2014 and at Bradfield College on 5 July. The sessions would be led by Bill Furniss, and were targeted at assistant coaches. The cost would be £10 for Swim21 clubs or £15 otherwise.
- B Rosa also mentioned the ASA Club Conference, which been arranged to be held on 4 occasions, the nearest being at Marlow on 6 July 2014.
- C Bob Odell sought a locum to attend the Thames Valley Network meeting arranged for 23 April 2014, and accepted the offer of John Rowley stand in for him.

The meeting concluded at 2150hrs.

SYNCHRONISED SWIMMING REPORT 2013-2014

Synchronised swimming in the County continues to flourish through both Reading Royals and Bracknell clubs. Both have increasing memberships and active participation in competitions.

2013 saw the retirement of Katie Clark from the GB Synchro team but both Katie Skelton and Katie Clark remain active coaches within Reading Royals and the present GB Synchro and Development teams.

At the SER Recreational Competition in September Reading collected a 13/14 Team Gold Medal and 12U Team Silver medal with Bracknell collecting the Silver in the 19U Team competition

The Competitive Multi-Regional competition also took place in September 2013 with the 12U and 15/17 teams collecting Silver and the 13/14 Team taking Gold. Reading also collected 3 individual figure medals, 2 duet and 2 individual solo medals.

Reading Royals Novice team also competed at the Walsall Novice Competition collecting a Bronze individual medal and coming 4th in the Team. They then attended the SER Novice competition with Eleanor Blinkhorn (age 9years) collecting a Gold Medal with a 3 point margin.

National Age Groups were held in December with the Recreational strand attended by both Reading and Bracknell with Reading collecting a Team Gold medal in the 12U age groups with the 13/14 team 4th and the Bracknell Team 12th in the 9-19 age group.

In the competitive strand Reading collected 3 individual medals, 2 duets and all 3 teams winning medals with the 13/14 team collecting Gold making them National Champions.

Following NAGS 6 swimmers were selected to train as part of the England and Junior Development squads with 3 of these are competing in Croatia at the end of June.

Emma Critchley was also selected to train with the Full time Athletes at the High Performance Centre as a part time athlete and competed at the French Open in March in all three teams.

April saw the British Championship competition with Reading competing in the Figures, solo and Team. Esme Lower collected a bronze medal for her figures and the Team brought home the Bronze Team medal.

The Reading Open and Invitation Competition is to be held on the 7th June with over 200 Novice swimmers attending. As last year the County are also combining with Hampshire to provide an Age Group competition which will be held on the 21st June.

Reading Royals continue to be a Beacon Club working towards improving standards both within their own club and also within other local clubs. They have a paid Head Coach, Choreography Coach and Community Development Officer working to encourage inclusion into the sport.

Synchro is grateful to the County for their support and look forward to another successful year with the help from all the volunteers, supporters, swimmers, coaches and parents who keep the sport alive and successful.

Synchronised Swimming Medal Winners 2012-2013

September 2013 Walsall Novice Competition

12U Novice 3 Kate Walters RR

September 2013 South East Recreational Competition Trinity

12U Combo 2 Reading Royals

13/14 Combo 1 Reading Royals

12th October 2013 Multi Regional, Gloucester

Figures 13/14 2 Hannah Mulshaw RR

15/17 1 Lily Ryan RR 3 Natalie Saudan RR

Solo 13/14 2 Emma Critchely RR 3 Hannah Mulshaw RR

15/17 1 Lilly Ryan RR

18/19 1 Caitlen Ahern RR

Teams 12U 2 Reading Royals

13/14 1 Reading Royals

15/17 2 Reading Royals

1st December 2013 National Recreational Age Group Competition

Combination Teams

Team 12U 2 Reading Royals

13/14 1 Reading Royals

19U 2 Bracknell

2-3 December 2013 National Competitive Age Group Competition

Solos 13/14 3 Emma Critchley RR

15/17 1 Lily Ryan RR

Duets 12U 3 Abigail Taylor/Mimi Gray RR

13/14 1 Hannah Mulshaw / Emma Critchley RR

Team 12U 1 Reading Royals

13/14 1 Reading Royals

15/17 3 Reading Royals

12/13 April 2013 British Championships

Figures 3 Esme Lower RR

Team 3 Reading Royals

B & SB ASA**2013 County Championships & 2013 Development meet****Year ended 31 March 2014**

2014 County Championships

	<u>2014</u>	<u>2013</u>
<u>Receipts</u>		
Entries	17,283.00	17,352.59
British Gas subsidy	500.00	500.00
Door takings & raffle	5,710.00	5,275.00
Fine designs	646.00	484.50
Mailsports	297.00	375.00
	<u>24,436.00</u>	<u>23,987.09</u>

Expenditure

Pool Hire	4,916.00	5,942.92
Trophy repair	949.00	349.99
Catering & Water	1,036.00	987.38
Programme printing	801.00	583.00
Officials expenses	4.00	45.60
R. Moore sundry expenses	179.00	163.76
	7,885.00	8,072.65
	<u>16,551.00</u>	<u>15,914.44</u>

2013 Development meet

	<u>2013</u>	<u>2012</u>
<u>Receipts</u>		
Entries	5,481.52	5,407.56
Door	573.00	545.50
Mailsports	175.00	175.00
	<u>6,229.52</u>	<u>6,128.06</u>

Expenditure

Pool hire	1,224.00	1,200.00
ASA Levy		193.40
Catering	333.00	278.00
officials expenses		29.41
Programmes	228.00	197.00
R Moore expenses	16.95	16.95
	<u>1,785.00</u>	<u>1,914.76</u>
	<u>4,444.52</u>	<u>4,213.30</u>

Report to ASA South East Regional Management Board

12th May 2014

From: Alison Usher, Divisional Business Manager

Facilities

The ASA facilities team are continuing to provide guidance to Reading Borough Council on facilities developments. I will provide a further report to the Board on this at the next meeting.

The Hampshire Facilities Study task and finish group is meeting towards the end of May to develop a specific action plan for the next 12 months, this will be in place by the start of July and a detailed report on this will be shared with the board. Hampshire ASA expressed their concern on some of the consultation comments, which outlined that as volunteers there was limited resource to drive forward facility work, I have explained to the County ASA that this was contained within a section which was on why there was a need for a facility strategy, and was an area where the professional staff could support the region and County in their aspirations, and was a negative representation of the County ASA as a body.

We are currently analyzing the facility list for the region to provide guidance to the region, on any other county areas that may be looking at significant changes to their facility stock as discussed at the last board meeting. This will allow the region to look at where there may be requirements for a similar piece of work to the Hampshire study, I anticipate having this to you within the next 2 weeks.

We currently have a number of areas across the region, where contracts are either out for tender or new contractors are being appointed which will change the leisure operator of centres. We are working to ensure this does not change our relationships with centres and have any impact upon programming.

Regional Administration and staffing

We have now appointed a part time administrator who will work alongside Bryony Gibbs, to ensure we are able to provide the level of support needed to both regions. The role has now been offered and verbally accepted, and we will have the successful applicant in post by the end of June at the latest. This post will work 2 full days per week (currently proposed to be Tuesday and Wednesday), once we have formal acceptance I will of course inform you.

6 monthly reporting

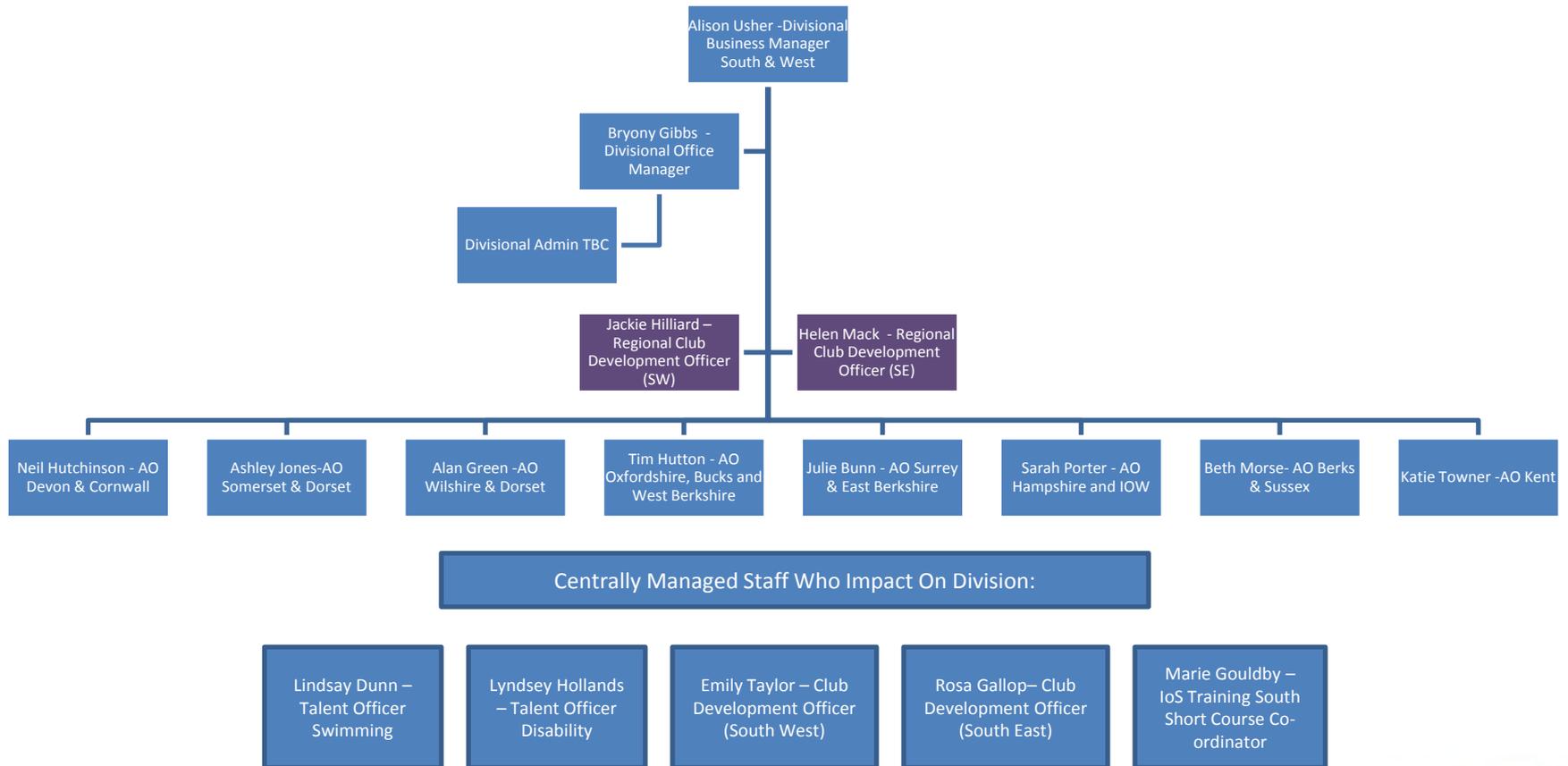
We are currently compiling the 6 monthly report that will give a full account of all ASA staff activity within the region, once this is available this will be circulated and I am happy to take any questions you may have.

8.5.14

Update for the South East Regional Management Board

May 2014

South & West Division Structure



Areas of Work

Aquatic Officer:

Increase Participation
Promote and Implement the strategic objectives of the ASA
Work with stakeholders to increase Swimming Participation. Promoting ASA products and services when appropriate.

Regional Club Development Officer:

Club Development and Support
Swim21

Disability Swimming Officer:

Supporting all swimmers and coaches on the England Talent Programme (Tiers 1 to 3) within Disability Swimming
Increasing the number of swimmers within the Disability Swimming Talent Pool.

IoS Training Short Course Co-ordinator:

Set up of all UKCC & CPD courses

ASA Club Development Officer:

Club Networks
Beacon Programme
Swim21
Club Sustainability

Sport England Measures

This is how performance was measured up to March 2014. Please find below a brief explanation of what some of these measures are. On the next slide you will find the year end results.

- **Swim Britain** – A 3 year programme led by British Gas to get more people swimming, centred around 10 key challenge events in September in 50m pools across the country, with coaching programmes leading up to the event. For more information please visit the website: www.swimbritain.co.uk
- **Active Workplaces** – A programme to link employers and their workforce to their local swimming pool. We facilitate the link between the two organisations and ensure the offer in the pool fits with the needs from the employees. We monitor interest and follow up on the impact upon participation.
- **Swimfit** – The gym in the pool work out programme. The team are currently rolling out the swimfit programme and units to sites across the region, with a target of 8 additional sites per AO this year.
- **Partnership Provider Programme** – A formalised long term partnership with our leisure operators to add value and grow their business using our expertise. Centred around developing a clear aquatics improvement plan which will shape our investment and effort with them over a minimum 2 year period.
- **Local Aquatic Networks** - Pulling together local partners in an area who all share a common objective (i.e. more people swimming, this will involve; leisure operator, local authority, schools, clubs, private pools to develop a growth plan to increase participation with; a. Clear swimmer pathway and b. Effective pool programming to maximise water space
- **All targets were exceeded except PPP and Local Aquatic Networks.**
- Discussions regarding PPP are currently taking place with 42 operators, managing 419 sites
- Local Aquatic Networks are established in Solihull, Portsmouth and Milton Keynes
- The establishment of Local Aquatic Networks is being discussed in Broxbourne, County Durham, Suffolk, Rugby, and Brighton & Hove

Sport England Measures Delivery

Total for year to March 2014	Actual	Target March 2014	% Achieved	RAG Rating
PPP	435	485	89%	Yellow
Swimfit	653	552	118%	Green
Active Workplace	2562	1918	133.5%	Green
Throughput	212	112	189%	Green
SwimBritain	4268	4000	107%	Green
Pool Engagement	324	238	136%	Green
Local Aquatic Networks	3	8	37.5%	Red
Beacon Programmes	19	10	190%	Green
Swim21 Clubs	454	500	90%	Green
Adult LTS	136	150	91%	Green
DC Leisure Participation (Swim4Health)	3778	2500	151%	Green

Sport England Measures 2014-15

- Target from Sport England for 2014-15 is a 1.5% increase in participation.

This will remain our key focus and all interventions or work
With operators, local authorities and customers will focus
Upon delivering on this measure

We will measure this increase through;

- Active People Survey
- Throughput data gathered from operators we are working with
- Specific measures identified within Aquatics Plans of sites in PPP agreements

Regional Team Updates – November-April

Beth Morse – Aquatic Officer Sussex & Berkshire

• Sussex

- Signed PPP agreements with Wave Leisure, Impulse Leisure and Freedom Leisure and in the process of developing Aquatic Improvement Plans for all three operators. Freedom Leisure are initially looking to improve their Learn To Swim programme across the group and Wave Leisure are interested in raising the quality of their school swimming lessons. Impulse Leisure Wadurs have been looking to improve their Learn to Swim programme and a Learn to Swim review is currently being written, some more targeted work on adult participation is ongoing but the site were successful in obtaining £2400 from the Swimathon Grants for an Adult Learn to Swim project which will help. All trusts will be looking at increasing casual swimming participation in Quarters 3 & 4 of this year.
- 6 sites recruited as training pools for this year's SwimBritain event - 4 of which also received free Swimfit packages as part of this year's support package. I have been supporting the implementation of Swimfit in these sites, including setting up Swimfit CPD's & delivering Swimfit awareness training for all sites. I have also been working with sites to ensure that the marketing and promotion of the sessions is such that helps to make them successful.
- Supported Places for People (DC Leisure) - Horsham site in an Aquatics activities week which included re-launching Swimfit and launching Swimtag.
- Liaised with various operators across Sussex to establish a strong CPD programme for 2014 in response to demand from teachers across the county - sites hosting CPD's now include: K2, Sovereign Centre - Eastbourne, Prince Regent - Brighton, Wave Leisure - Newhaven
- Ongoing discussions with Brighton & Hove City Council regarding establishing a Local Aquatic Network
- Assisted with the organisation of the Southern Water conference and started initiating discussions with Southern Water around an Active Workplace project to encourage employees to get involved in SwimBritain and Swimfit.
- Ongoing work with Horsham DC, Adur DC and Brighton & Hove CC to try and establish some new Active Workplace projects

• Berkshire (Reading & Windsor & Maidenhead)

- Signed PPP agreement with Woodley Town Council and completed Learn to Swim Review for Bulmershe Leisure Centre. Working with Bulmershe on Q2 of their Aquatic Improvement Plan. Signed PPP agreement with Reading BC, Aquatic Improvement Plan in early stages.
- CSAF funding obtained by Windsor & Maidenhead and included in funding is provision to establish Swimfit at Magnet & Windsor LC's. Swimfit launch is projected for September 2014
- Discussions with Berkshire Sport around establishing Active Workplace programmes in Reading are ongoing

Updates from the Regional team continued:

Julie Bunn – Aquatic Officer Surrey

- 2 further Swimfit CPD's delivered in Surrey
- Re Programming of Bracknell LC Swim Timetable has now commenced
- Tandridge Leisure and SSP have signed PPP and are in the process of completing/finalising their AIP
- AWP with Woking Pool in the Park and Surrey County Council – offer made and activity started just last week
- Baby sat some areas of Kent whilst recruiting for AAO
- 3 Further Sportivate Applications identified - Tandridge (Water Polo) Cranleigh – Junior Swimfit and Synchro
- 2 more pools identified to work with – Wentworth and Tonbridge Boys School – potential PPP's
- Supporting new AAO in Kent and attended CSP Meeting
- Identified and facilitated Satellite club opportunities into minority sports – Water Polo and Synchro
- EPC sites identified – Tandridge Leisure x3 sites
- NCTP course delivered in Surrey for Surrey Schools
- Attended networking day run by Active Surrey
- Collaboratively working with England Tri utilising Swimfit at Cranleigh LC
- Another 2 sites identified for Swimfit – Village in Maidstone and Tonbridge Boys School

Katie Towner – Aquatic Officer Kent

- Working with Tim to sign Active Life into a PPP and produce a AIP
- Organising a Swimfit Activator course in Kent with Julie
- Meeting with Tonbridge and Malling Leisure Trust to discuss PPP, see how their Swim fit is going and Active Work Places.
- Medway Council have a PPP agreement but still need to work on AIP with Tim
- Private school Sennocke Centre in Sevenoaks are interested in Swimfit just trying to arrange a meeting.

Sarah Porter – Aquatic Officer Hampshire

- As accredited presenter for Swimfit have delivered 5 swimfit activator workshops in SOUTH and WEST
- Planning with HCASA their 2014 Development day in September
- Hosted 4 National Curriculum Training Programmes in Portsmouth, Southampton New Forest and Gosport

Updates from the Regional team continued:

Sarah Porter Continued:

In contact with 30 pools including advice to Hilsea Lido, Lymington Sea Water Baths and Oaklands Community pool
Project managed Southern Water teachers Conference in partnership. 120 swim teachers with Rebecca Adlington as Key Note Speaker and NCDS trialling their new online resource- Deaf Friendly e learning for teachers
PPP discussions with IOW, Valley Leisure, NFDC and Basingstoke
Continued support and local Rep on Hampshire Facility Study
Contact with swim schools including 3 new large ones , establishing positive relations. One Swim21 LTS package.
Divisional Representative for South and WEST team on swim Britain working group
Support to Swim Britain host pool, Portsmouth and 10 training pools.
Successfully placed 5 swimfit packages as part of swim Britain scheme, and training across Division
Divisional representative on swimfit Working group
Quarterly meetings with Sport Hampshire and IOW with positive planning and partnership working
As a British swimming Volunteer have been on Field of Play at Duel in Pool, Scottish Championships and British Championships at Tollcross and Swimtastic as a volunteer

Tim Hutton – Aquatic Officer Buckinghamshire, Oxfordshire

Energy Performance Partnership Development with Oxford City Council
Starting the process for interviewing Swimming Trust applicants with funding available for ten level one and two coaches.
Implementation of Swimfit across Stantonbury Leisure Centre
Maintaining PPP relationships with multiple sites.
Signing off PPP with Medway Council, Woughton, Active Life
Helping South and Vale Council in the implementation of an Active Women programme.
Swim teacher observations
Assistance with a club merger in Surrey
Working with Total Swimming to deliver a pool in Milton Keynes
Assisting in the promotion of Swim Britain at Blenheim Palace.
Working with CSP in order to distribute funding and share best practice.

Updates from the Regional team continued:

Helen Mack – Regional Club Development Officer

Swim 21

- The South East currently has 81 swim 21 accredited clubs.
- 64 of these clubs are accredited on the new swim 21 club Essential
- 17 clubs are due to transfer to swim 21 club Essential at the May Regional Panel meeting
- I continue to actively support all clubs through the transition period, to ensure smooth transition to the new swim 21 club Essential, and collate all workforce development requirements from accrediting club actions plans, to assist in the IOS / Regional planning of education courses.
- An additional two swim 21 modules, swim 21 club network & swim 21 club performance have recently been released. These modules will be available for those clubs wishing to seek additional accreditation.

General Club Development

- To follow up day-to-day club enquiries, meetings with clubs to assist with club specific issues.

Young Volunteers Programme – Leading the Lane

- Accessed funding on behalf of the South East Region to deliver the young volunteers programme. The programme was piloted in Portsmouth, and involved young people participating in officiating qualifications, Timekeepers & J1, along with completing the online Team Captain course and the Young Aquatic Leaders Certificate.
- From September 2014, I am looking to roll the programme out in Berkshire & Hampshire (Portsmouth network).

Team Manager Training

- Team Manager courses are organised and delivered in response to requests from clubs. Currently organising a TM1 in Bicester and a TM2 in Marlow on 9th July.

Coach Development Workshops

- Following feedback from swim 21 evidence and discussions at the Regional Development Group, 4 Coach Development Workshops have been arranged and advertised throughout the South East Region;
 - Saturday 21st June – Stoke Mandeville, Aylesbury
 - Sunday 22nd June – Tonbridge School, Tonbridge
 - Saturday 5th July – Bradfield College, Bradfield, Reading
 - Sunday 6th July – Charterhouse Club, Godalming
- The workshops will be delivered by Fred Furniss and cover topics such as Annual Planning and Periodisation, Developing Age Group Swimmers and Understanding Energy Systems/Training Zones. There will be a pool session covering skill progression, including strokes, starts and turns, focusing on butterfly and breaststroke.
- We are hoping to target 30 coaches per workshop and invite 24 swimmers to attend the practical session at each workshop.
 - The workshops are receiving a positive response, and bookings are going exceedingly well, the Aylesbury and Tonbridge workshops are now fully booked.

Updates from the Regional team continued:

Volunteer Training Calendar

- Following requests from clubs, I now complete a training calendar on a monthly basis, which identifies courses for the coming 3 months. The calendar includes all volunteer courses, such as child safeguarding, team managers, time to listen etc, delivered within the South East Region. Information is collated from all partners, including County Sports Partnerships, scUK, IOS to ensure clubs have all the information required. Bryony circulates the calendar to all clubs monthly and places the calendar on the South East Swimming website.

Rosa Gallop – Club Development Officer

NETWORKS

Solent Network

- There have been several meetings over the last six months. A four year Development Plan is now in place, the clubs have signed the MOU and several working parties have been put into place. All the clubs are Swim 21 except Eastleigh who has had some internal changes and they will look to go through at the next panel in August 2014.
- The clubs are going to look at a plan for Open Meets to try and avoid running meets on the same days and therefore stretching the Officials.
- Look at the Development of Coaches and pathway for the swimmers.
- Long course training for the National Swimmers.
- Club Members: Portsmouth Northsea, City of Southampton, Havant & Waterlooville, Winchester Penguins, Eastleigh Oaklands, Hamble Aquatics, West Wight S.C., Fareham S.C., Gosport S.C.

Hampshire Water Polo Network

- Six water polo clubs are working in this Network, again there have been several meetings and the Network are taking on some extra training time at Mountbatten on a Sunday evening. The Development plan has been finished and sent out to the clubs, at the next meeting the Development plan will be confirmed and the MOUs signed.
- Club Members: Basingstoke Water polo section, Reading water polo section, Andover water polo section, City of Portsmouth Water polo, City of Guildford Water polo, City of Southampton Water polo.
- Network has some funding to help start and will be applying for Network funding from the Region.

East Invicta eXcel

- I visited Dover and talked with members of the organisers for eXcel. They have now been running for over three years and are now looking to move forward. A new Development plan is being put into place and I am looking to meet with the Committee in the next few months. eXcel. A small amount of funding has been given to eXcel towards education of coaches. eXcel is accredited as a club.
- Clubs involved; City of Canterbury, Dover Lifeguards, Ashford S.C., Faversham S.C., Herne Bay S.C., Kings School Canterbury, Margate, Folkestone, Hythe, Broadstairs have shown an interest in getting involved.

Updates from the Regional team continued:

Milton Keynes

- Development plan now finished and MOUs signed. I am waiting for a meeting to finalise the Network formally then Milton Keynes Network will be able to apply for the Network funding.
- Clubs involved; City of Milton Keynes, Newport Pagnell, Bletchley & District

New Forest

- I have visited the New Forest several times, one to see if I could help with Swim 21 and once for a meeting of the clubs. The follow up meeting which the Council were arranging was cancelled. I am waiting to hear about the next meeting. The idea was that swimmers who developed into Competitive swimming would feed into the Solent Network, the four clubs in the New Forest would be invited to the Solent Network activities. Very early days for this Network and at present slow going. Teaching clubs. Apart from Romsey & Totten most are
- Clubs involved; Romsey & Totten, Ringwood Seals, Lymington

Berkshire Chairman meeting

- I gave a talk at a meeting of the Berkshire Chairmen on Networking and how it works and the benefits of belonging to a Network. Met with a representative of this group who felt that some of the Berkshire club are interested in forming a Network within Berkshire and some not sure or not interested. It was made very clear that this was a choice for the clubs and if some of the clubs wished to go forward with the Network I was happy to meet with them again.

Synchro

- Synchro Regional programmes have been much later in starting than the speed swimming. We have two Beacon clubs in synchro. Rushmoor Synchro and Reading Royals. The Synchro Regional program training is once a month for all day, Rushmoor have run two Regional days and I think that Reading Royals have had one. Reading has had a few problems with the Head coach but they now have a Coach in place and moving forward.
- Very early days, just have one discussion, but are looking at two Development training days will be organised for Synchro. During the day each Beacon will, for an hour have a Coaches forum to ensure that the clubs involved in the forums have an input into the programmes and put forward any ideas that they have. Suggestions of content have been
- Land warm ups. Taking swimmers from Recreational to Skills. Choreography.
- Clubs involved;
- Rushmoor Synchro. Seymour. Rushmoor Synchro, Portsmouth Victoria, Portsmouth & District, Clacton, Erith Synchro, Hythe Synchro, Medway, Barnet, Reading Royals Synchro, Aquavision, Bracknell synchro, Electric Eels (disability), Henley, Rugby, Witney

Diving

- I have had regular meetings with Southampton Diving. They are running a Regional training day once a month, John Davies and I both attended last Sunday and I also attended the first Regional training day. The results from the diving club have been very good with regular reports being sent to us.
- John and I did a review with the diving programme and were happy with the outcome of the review. The attendance at the training days have been very good and the divers work very hard, watching some of the younger divers last Sunday who were getting ready for the Age Group Championships this weekend (26/27th April 2014) showed the benefit of the programme and the development of the divers. The days are full and the divers cover everything from classroom, land work and practical work in the pool.

Updates from the Regional team continued:

- Reviews and financial reports on all the Beacon programmes have been done and sent into Colin Mitchell who is responsible for the reports to Sport England.

Water polo

- A meeting was held with Alan Lewis chairing the meeting to look at water polo in the South East Region and how we could develop water polo to take the standard up in the South East. To put opportunities in place that younger players could be developed and teams to aspire to achieving higher divisions in the National League for both men and women.
- Apart from The Hampshire Network, there have been several discussions for water polo in the Region. It has been agreed to run two development days for water polo, one at Basingstoke and one at Crawley. The first day to be in July, the date of the second day to be agreed.
- A meeting was held with Alan Lewis Chairing the meeting to look at water polo in the South East. Education and getting Coaches qualified is an urgent matter that needs to be looked at. Even with bursaries for voluntary coaches the cost of getting qualifications is still very high.

• **Swimming**

- Regular meeting of the Coach forum has been held with input from the coaches on the Regional championships.
- It was agreed that the developing coaches is of great importance, four workshops have been put into place (thanks to Helen Mack) with Fred Furness England Talent coming and giving day lectures in various parts of the Region.
- **County Sports Partnership – Satellite clubs.**
- I have been working with CSP to look at the setting up of Satellite clubs. The CSP in each county has been looking at and working with myself to identify school pools/leisure pools where Satellite clubs could be put into place.
- To date there is one now up and running at Springfield School in Portsmouth for Water polo, other sites being looked at are Bulmersh College in Wokingham or longer term Forest School Wokingham, Newlands school Maidenhead and possibly Stantonbury at Milton Keynes.
- Meetings with the AO are being arranged regularly with the CSP in each County.
- **Meetings**
- I have attended various meetings within the various Counties with both clubs and County committees. I attend the SE Regional Development and SE Regional Group committees.
- The Networks that I work with are an agreed target and for next year I think we will be possibly looking at Guildford City and a LAN at Thanet/Canterbury as targeted areas.
- I would also like to see a Water polo Network set up in Sussex and Kent.

Lyndsey Hollands – Disability Swimming Talent Officer

- South East – Tier 1 (Talent Swimmers) = 3, Tier 2 (Spotlight swimmers) = 6
- Athlete Development – currently 4 swimmers within World Class podium potential qualifying times, however selections are not made until November.
- Regional Development Day held in South East Region for all regional, talent and spotlight swimmers
- New Hub Clubs – South East – Hastings Seagulls