



Patron: Sharron Davies MBE

## Aqua Sulis Network Committee Meeting



### Network Members:

Bath Dolphins, Bradford on Avon, Calne Alpha Four, Chippenham, Corsham, Frome, Keynsham, Melksham, Norton Radstock, Trowbridge, Warminster, Westbury

### Minutes of the meeting held on 11.05.16 @ Bath STV

**Attendees:**

**Susie Hann, ASPSC Chair**  
**John Dougall, ASPSC Head Coach**  
**Wendy Hood, ASPSC Fundraising Officer**  
**Emily Taylor, ASA Club development officer**  
**John Warren, Keynsham**  
**Kay Willcox, Norton Radstock**  
**Paul Sartain, Bath Dolphin**  
**Barry Heywood, Westbury**  
**Charlotte Adams, Calne Alpha**  
**Lynn Chappell, Chippenham**  
**Keith Withers, BOA**  
**Dave Wordley, ASPSC Coach Liaison Officer**  
**Fraser Thomson, Frome**  
**Karen Bowen, ASPSC Workforce development officer**  
**Chrissie Lamb, ASPSC Secretary**

#### 1.0 Welcome from Chairman

SH welcomed everyone to the meeting and explained that the purpose of the meeting is to try to establish the structure moving forward and recognises that ASPSC has not delivered the programme that it was supposed to be delivering over the last couple of years. SH recognises the issues of the past and after lots of consultation with parents and clubs identifies a need to move forward. The reputation of ASPSC has been tarnished and needs to be addressed; a change of name could be considered to refresh the clubs identity moving forward. This is proposed as Bath Network Swim Squad by JD to start discussions.

SH reiterated that ASPSC needed the commitment from all the network clubs moving forward, it is key to the delivery of the programme.

Introductions received from all present.

#### 2.0 Apologies

Apologies received from the following network clubs, Rebecca Squires -BOA, Charlotte Stubbs - Corsham, Karen Stubbs - Melksham, Dave Beament - Keynsham, Richie Lamb- Calne, Nick Bown ASPSC Committee, Matt Lawman ASPSC Committee, Rachel Ashworth ASPSC Committee, Michelle Greenan – Trowbridge and Lindsay Dunn ASA.

#### 3.0 Minutes from the previous network committee meeting.

Proposed and noted as a true record of the contents of the meeting and signed off.

**ACTION: To be published as final version on website by C Hardick**



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#### 4.0 Matters arising from previous network committee meeting

##### 4.1 Constitutional amendments:

It was confirmed that at the recent Special General Meeting, voting members had approved the revised constitution with acknowledgement that some minor amendments. These amendments were discussed at the SGM. The members were advised at the SGM that this would still need to be approved and passed by the Network Club Committee before the changes could be implemented.

PS: confirmed he was a little confused as to why the network would have any input into employment matters. ET confirmed that this came from a network meeting where the network committee were not consulted in relation to the termination of a coaching contract.

PS stated that he was looking at it from an employment perspective and cannot see how these responsibilities transfer to the group. It was discussed by members that at the present time the constitution gave the employment responsibilities to the committee and it would be probable that the involvement of the network club would be consultation and agreement to any action the Committee wished to take on coaching matters regarding the Head Coach i.e. contract renewal, contract end, disciplinary action, the later to be ratified.

SH asked if members present if they were content to adopt the constitution with the amendments that are required following comments from the clubs.

##### Unanimous decision to adopt the constitution

**ACTION AGREED: Revisions to the constitution to be made by CL and shared with the committee for the next committee meeting.**

##### 4.2 Special adviser appointment

At the recent management committee meeting, members voted in favour of asking Jim Durrant to be the Specialist Adviser, subject to the network committee agreement. Jim D will give expert guidance from his experience. Jim D gave an overview of his experience. Jim D has been an assistant head coach and was involved with the "Top Club" now Aqua Sulis since its conception and was run by initially two coaches. Experience in coaching committees, crown courts, and parental relationships and felt he could give some input and add value.

**SH proposed JD as specialist adviser, seconded and unanimous support.**

##### 4.3 Welfare officer appointment

SH confirmed that she was aware this was going to be a difficult role to fill and asked assistance in doing so from the network clubs. If they could highlight this vacancy within their clubs. ASPSC are seeking an experienced



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individual, preferably not a parent of an ASPSC swimmer, but aware that this may not be possible.

ET wanted support from the committee to differentiate between code of conduct issues and child safety issues supporting the new officer moving forward as a lot of the work conducted in the past was relating to conduct that should have been passed to the committee.

### 5.0 Restructure of ASPSC

5.1 John Dougall presented a power point presentation to the group which detailed the proposals for the new Squad Structures, how this fits within the network club framework and LTAD framework and a proposed financial model to enable the structure to work. Copy of the presentation attached. Handouts were distributed on the Squad entry criteria which had been amended to take account of club's comments from the last meeting.

Questions were taken from the membership

Q. Keynsham – reading through the criteria from the club, the criteria has a lot of musts and should do's. From experience, it should come from the swimmers not necessarily from the criteria. Criteria that imposes restrictions and controls on swimmers could result in them not buying into it

Jim D -specialist adviser; from his experience it was the mums and swimmers commitment that drove the programme. Utilising words to make it acceptable like expectation instead of must.

A. JD acknowledges the use of words to support that the programme will be strict.

A. ET confirmed that in her experience parents can pick apart any document when it is in their interest to do so. ET recognises that the criticism of the past were that the criteria was woolly and this document addresses that.

Q. PS – stated that what in essence is being discussed is a culture change. PS was at the SGM and was very surprised by what he saw and the atmosphere. Agreed that the club must have dedicated commitment standards. Personally likes the words must over should as it defines the boundaries.

Q. Keynsham – could you confirm what would happen if they fail to comply with the criteria, do they get chucked out?

A. SH confirmed that the club need to create a competitive nature and this included for places.



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Q. JimD – if a swimmer doesn't make the times from one season to the next are they out. He has personal experience of this. Are you out of the squad?

PS stated that he had cause for concerns.

Q. CA- CA4; in the plan for the short term 6 – 12 months, how will we know that we are getting there? What does success look like? What are the measures? In acknowledging that there will be measurable there should be an expectation and measures.

A. JD acknowledged that the performance criteria can be used as the measures. CL suggested pulling together some criteria for the business plan and CA asked if the ASA has some measures for the beacon programmes that could be utilised.

A. ET confirmed that she knew there was some Beacon Club performance measures that she could obtain that could assist with this.

Q. KW- BOA suggests that some amendments need to be put into place in the exit criteria in moving from squad to squad and re-entry.

Q. CA – CA4 asked where are we now with this proposal.

A. JD confirmed that Swimmers in the Performance squad will be offered an interview with JD and they will then sign up and sign up to the criteria. Swimmers selected for the Regional Squads will be then be offered a place. Then a review of what is left.

Q. CA – CA4 what about the others?

A. SH some will have to move back to club, re-entry into the club would be considered and there will be re-entry. SH.

Q. CA – CA4; How many swimmers in the programme?

A. KB – The club currently has around 87 swimmers. The new squad structure takes 69 places.

Q. What happens to those in the "not sure stage?"

PS – timescale needs to be set for the baseline.

A. SH agrees that this needs to be done by the end of the season in readiness for implementation in September.

SH asked all present if we could agree that we move forward to set this up by the end of August in readiness for September with a commitment from AS to flesh out the measures, criteria and timelines.



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ET suggests that we need to give time for the clubs to consider the criteria and suggested a further two weeks for this.

SH – requested a show of hands to confirm they were happy to move forward with the new model, accepting that there needs to be more work and ratification on measures criteria and timelines. More detail will be provided to the network clubs once completed for their perusal.

All agreed.

**ACTION AGREED : ASPSC Committee with JD to work more on measures, criteria and timelines for the proposed new structure and report back to network club committee for them to consider for a further period suggestion 2 week from receipt.**

**ACTION AGREED: JD to arrange interviews with Performance squad swimmers once the criteria is ratified and agreed further to get the baseline started**

**ACTION AGREED: JD to offer places to the Regional Squads once the Performance squad is agreed and criteria agreed**

5.2 JD's suggestion of rebranding ASPSC to the Bath Network swim Squad was raised by JD/SH. ET suggested that the club should wait and not be too hasty, to establish the impact of the new structure etc. This was agreed by the majority

SH asked for a show of hand of those against rebranding at the present time: 14 against rebranding, 1 in favour.

### 6.0 Coaching contract

SH confirmed that the current head coach contract ends at the end of August. The network needs to decide if it wishes to renew the contract of the JD coaching services. SH asked if this could be voted on confirming that she is looking into establishing a sub group that will work to establish guidelines and terms and conditions for the contract.

JD left the meeting so that this could be discussed.

Comments received from the network

FT- Frome – we all need to know what as a committee we are getting ourselves into. But we must recognise why we are getting involved.

PS – this is being personalised and we need to look at the contract. PS is not prepared to sign up to anyone's contract without knowing what responsibility it entails.



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ET confirmed the current constitution means that the management committee are responsible for the contract itself; it is what is included in the contract that the network committee will have input to. ET suggested utilising the expertise within the network, possibly DB from Keynsham.

FT confirmed he would be happy to assist.

SH confirmed she had appointed DW and JB from ASPSC to look at this.

**ACTION AGREED: SH agreement to set up a working party to look at the Contract. . Working group will present to the next network meeting the contract proposals. No renewal or extension of current contract at this stage.**

**ACTION AGREED: ET to liaise with DB**

### 7.0 Open meets

SH – there have been a few issues with open meets that have resulted in the April meet licence being withdrawn. The Regional Licencing officer has agreed that ASPSC have to run two successful meets at level 3 in order to get the November level 2 meet licence. SH reiterated that ASPSC were looking for the support of the network clubs to support the next meet in July 2016 for both swimmers and officials

### 8.0 Date and time of next meeting.

Monday 11<sup>th</sup> July at 6.30