

# SCOTTISH AMATEUR SWIMMING ASSOCIATION

## MINUTES

### COUNCIL MEETING

**Date:** Sunday 11 February 1996  
**Venue:** Perth Ice Rink, Perth  
**Time:** 10.00 am - 2.00 pm

<b>Sederunt:</b>	Mr B Black	President
	Mr N Grierson	Vice President
	Mr P Syer	East District
	Mr B Reekie	East District (substitute)
	Dr D Hoare	Midland District
	Mr J Westcott	Midland District
	Mr J Phillips	North District
	Mr A Drummond	North District
	Mr R Dale	West District
	Mr M Holland	West District (substitute)
	Mr I Mason	Chairman, B.O.M.
	Mr S Martin	VC Finance & Admin, B.O.M.

**In Attendance:**

Mr M Woodroffe	Director of Swimming
Mrs E Mackenzie	Administration Manager

## ACTION

### 1. President's Address

The President welcomed those present to his final Council meeting of his term.  
**President's address attached to the minutes.**

**2. Apologies:** Mrs A Thow, East District.  
Mr R Craig, West District.

### 3. Minutes of Previous Meeting

Mr Syer noted that Council had thanked Mrs Mackenzie for the contribution that she has made to the Association in her two years in post, however, this had not been recorded.

**Page 10** - Mr Phillips raised concern re: agreement in principle to honoraria payments being made to the Board. After discussion it was agreed that this was in fact a true minute and should be left as recorded.

With the above amendment the minutes of 26th November 1996 were approved as a true record.

*Proposed by: Derrick Hoare.*

*Seconded by: Norman Grierson.*

#### **4. Matters Arising from Previous Minutes**

**Page 2 - Calendar Planning** - Mr Phillips asked if proposals had gone to Clubs as stated in the Council minutes. Mr Woodroffe informed the meeting that the proposals had not gone to clubs and that he intended to visit each District to put forward the proposals on Calendar Planning.

**Page 2 - 1996 Winter Championships Date** - Mr Holland expressed West Districts objection to the date set for the 1996 championships and feels that the weekend preceding Christmas should be avoided at all times.

Mr Woodroffe informed the meeting that the European Short Course Championships would now take place from the 13 - 15 December and for this reason the ASA had changed their Winter Nationals date to the 19 - 22 December which clashed with the our date. For this reason Mr Woodroffe proposed that SASA change their date to the 13 - 15 December - Council agreed.

Mr Woodroffe will be looking with ASA and WASA to propose a British Calendar and British Short Course Championships.

#### **Page 10 - 4.2 Honoraria**

Mr Black took comments from the Districts and a general discussion took place regarding payment of honoraria.

It was felt that we as an Association should be looking forward to professional appointments in line with the growth of the Association. It was agreed, however, that the Association could not achieve this in one quantum leap.

Mr Mason spoke about the changing environment of all sports and how we must recognise the volume and quality of work carried out by the Board. If we as an Association fail to pay honoraria to key positions we will also fail to attract quality people into the sport. Mr Mason also informed Council that the SSC are interested in looking at ways to support the setting up professional appointments within Governing Bodies.

## ACTION

Dr Hoare suggested that we introduce honoraria as a means of recognising the financial and administration expertise that both the Chairman and VC Finance provide as at this moment we cannot make the move to full-time professional appointments.

It was agreed by Council that the ultimate objective would be to move forward to professional appointments and must use honoraria as a stepping stone to achieving this.

**Dr Hoare proposed to the meeting that gross payment of £3,000 be paid to both the Chairman and VC Finance & Administration for this financial year. Mr Westcott supported this proposal. Mr Holland objected to the proposal and as there were no further objections this was carried.**

Mr Holland wished it to be minuted that the West District are not against moving to professional appointments, however, they are objecting to the payment of honoraria.

**Page 10 - Competitive Start Award** - Mr Westcott advised Council that at the Midland District AGM the District had agreed to abide by the SASA recommendations.

**Page 11 - 11.4 - National Diving Championships** - Mr Dale asked if a satisfactory outcome had been reached between the National Committee and the North District.

Mr Drummond informed Council that Graeme Ellington would wish for a formal apology to be sent to both Michael Ellington and Mrs Ellington from the National Committee. Mrs Mackenzie to advise the National Committee of this and ask them to send this apology to bring this matter to a conclusion.

EM

### **Page 11 - 4.1 How to Set Up a Competitive Swimming Club**

This document was approved unanimously by Council, however, Mr Martin would suggest that the document be proof read once more as there are some typographical errors. Mrs Mackenzie to inform Mr Brunton of the above.

EM

**Page 12 - 11.6** - It was noted that Mrs Mackenzie had not received an apology from Barry Davidson.

**Page 12 - 11.7 - East District Complaint re: Long Distance Swimming Committee.** It was agreed by Council that this complaint from the East District should be set up as an investigation and a report from the investigation panel should then be made to Council.

Page 12 - 11.10 - Noted that both clubs had paid fine.

## 5. Vice Chairman, Finance & Admin Report

*Accounts tabled.*

Mr Martin informed the meeting that the main income of the Association ie. Per Capita Returns /ACF registrations fees were not due in until after the AGM and therefore tight controls of cash transactions during February and March would be in place. Tight control of floats issues/returned would also be exercised.

Following an inspection by a Health & Safety Official to Cambuslang a back door had to be replaced at a cost to the Association of £900.

Mr Martin is still waiting on answers/sight of the lease for the letting of the premises at Cambuslang. Both Mr Martin and Mrs Black, legal advisor are pursuing this at the moment. We have been informed verbally that the current lease will run up until October 1996 and then it will be up to South Lanarkshire Authority. Mr Martin is hoping to start negotiations as soon as the new authority is in place.

*Questions tabled to Mr Martin re: Accounts were as follows:-*

1. *Mr Dale asked for clarification as to why salaries was showing a deficit?*

Mr Martin explained that up until this year the SSC had kept back core grant for salaries. However, as of 1 April 1996 the Association will be paid the full core grant and then through a direct debit pay money back to the SSC. After April this deficit will sort itself out.

2. *Mr Syer asked why Committee Discipline minutes do not have a financial statement attached.*

Mr Martin explained that a full budget statement is sent to each Convenor who in turn passes this information on to the Committee. There have been no recent problems reported to Mr Martin with this system.

3. *Mr Syer asked for clarification on the vehicle damage to the Long Distance Convenors car.*

Mr Martin explained that after carrying out a full investigation he agreed to pay for the damage to the Long Distance Convenors car which had happened when the boat which was on a trailer came adrift from his car. As this had never happened before and had not been highlighted it was not insured against and can in fact only be insured for by individuals on their car insurance.

**ACTION**

Mr Martin has agreed with the Long Distance convenor that he would pay the extra premium incurred by any member of the Long Distance Committee who were willing to take out extra insurance for trailing the boat.

Mrs Mackenzie to write to the Long Distance Convenor re: the above as Mr Martin has not received any feedback regarding the present insurance conditions.

EM

*Mr Black thanked Mr Martin for his report.*

**6. Administration Manager's Report**

**Mrs Mackenzie's report had been circulated with the Council business.**

**Annual Congress**

Mrs Mackenzie reported that the arrangements for the Congress were in hand and that she would be visiting Bught Park next week to tie up any loose ends.

A Civic Lunch has been provided by Inverness District Council.

Mr Black commented that the constitutional work to be carried out by the Editorial Board was not complete, however, we must not forget the task that this Board had in front of them and congratulated them for the work to date.

**Council agreed that the unedited Bye-Laws should go out to the clubs in their present form as the Constitution in the Business Document refers to them.** Changes to these Bye-Laws would then come into effect as of 1997 AGM. It is the intention of Council to ask the meeting to adopt the constitution and unedited Bye-Laws.

Congress minutes to go out to Council for approval at their first meeting after the Congress.

EM

All typographical errors/changes to the Business Document to be sent to the Office by Wednesday and Mrs Mackenzie will arrange for the Bye-Laws, Addendum and list of Fees & Fines to be circulated to the clubs.

ALL  
EM

Mr Black commented that Council were not listed in the Annual Report. Mr Mason informed the meeting that the Board of Management were only mentioned as a point of contact for any enquiries in their area. This had not been mentioned last year, however, it was noted and Council will appear in future Annual Reports.

*Mr Black thanked Mrs Mackenzie for her report.*

7. **Board of Management Chairman's Report**

1. **British Academy of Sport/Scottish Institutes of Sport**

Submission by the SASA had been circulated with the Council business. Mr Mason informed Council that the quality and vision of the document had been highlighted as the best report to be submitted by a Governing Body in Scotland.

As suggested in the submission Mr Mason commented that any single site would not be useful. We must push for a Scottish dimension to access the facility on a regular basis.

The consultation process is now complete and by March/April we should have an indication of the way forward. The British Academy should not be managed by the private sector as it must be athlete driven.

It is envisaged that there will be a Head Quarters and then a national network of academies. However, it must be recognised that there is political pressure to have a mega centre built.

Mr Black recorded his thanks to Mr Mason for preparing the response.

2. **Disciplines Forum**

Minutes had been circulated with the Council business for information. The meeting of the above forum was very positive and it is hoped that in future the disciplines will integrate as often as possible. It has been agreed to look at the National Championships including diving, water polo and masters. Quarterly meetings have been set to the end of 1996 and minutes will be issued to Council to keep them informed. The forum is a means for Convenors to raise issues of concern.

3. **Association Press Officer**

Elsbeth Burnside has been appointed for one year as the Association's Press Officer. This will be reviewed in January 1997.

Elsbeth will write up professional press releases re: association business and then pass to Murdo Wallace who will look at the global issue and decide what releases will go out. Elspeth will also be responsible for writing the lead article for Swimming 2000 each issue. Mr Black will advise Mr Mason if the articles are too long/short.

BB

Elsbeth has agreed that <sup>h</sup>were controversial issues arise the Association will be given the opportunity to put their <sup>do</sup>professional stance without Elspeth jeopardising her professional status. A modest fee of £100 per month will be paid to the Press Officer.

**4. International Events Strategy**

IM made mention of the fact that we have an ambitious time ahead of us over the next 18 months as Scotland will be hosting the following events which each entail different partnership arrangements as detailed:-

- II FINA Diving Grand Prix : 24 - 26 May 1996 - RCP, Edinburgh.  
*Partnership - ASFGB, SASA, GBDF.*
- VIII Synchronised Swimming World Cup Qualifying Event :  
16 - 18 October 1996 - Inverclyde.  
*Partnership - ASFGB, SASA. Inverclyde Council*
- World Cup Swimming - Jan/Feb 1997 - Glasgow.  
*Partnership - GCC, ASA, SASA.*
- European Junior Championships : August 1997, Glasgow & Edinburgh.  
*Partnership - GCC, ECC, ASFGB, SASA.*

Mr Mason informed Council that we are also awaiting confirmation of Glasgow hosting the 1997 LEN Calendar Conference. Mr Mason will meet with Mark England to discuss bids for future national FINA/LEN bids.

Mr Mason has attended three meetings of the Executive Board for the EJC whose purpose is to deliver the resources ie. finance, facilities etc. needed to deliver the best possible meet.

It is vital that all international events are successful if we are to attract further international events to Scotland. A delegation from LEN will be invited to Glasgow in September/October 1996 to look at the new Tollcross pool which is very impressive.

**5. Commonwealth Games Council**

Following a recommendation from the Kit Campbell report the Commonwealth Games Council are looking to employ an Executive Director, unfortunately the post is only a part-time post for year 1 moving to full-time and back to part-time the year of the 1998 Games. It is hoped to attract a high calibre person to the post.

**6. Great Britain Strategy Group**

Mr Mason and Mr Woodroffe attended a GB Strategy Group meeting on Friday 9 February in Birmingham. This forum is used as a "think tank" to brainstorm proposals to bring back to the GB Committee.

## ACTION

*The following is a summary of items discussed:-*

1. The group are unanimous and recognise the need to move to a British Championships and will be looking at this for 1997 if it transpires.
2. After failure of GB review there is scope to market certain GB initiatives which could raise substantial income for the Association.
3. Swimfit - ASA own copyright of the name and SASA and WASA have agreed to participate in Swimfit - the finance to the SASA looks good and Mr Mason will provide details of income in due course.
4. BT Swimathon - The difficulties that arose with the Sportsmatch bid are in the process of being overcome. This is a Schools focused swimming event and will most likely be centred around teacher in-service and curriculum material support.
5. GB Development Plan  
There is a need for GB to produce a Development Plan for the Associations to link into. The process for agreeing the plan would need:-
  - Input from the National Performance Director (when in post).
  - Development Plans from constituent countries to be in place before agreeing on a GB Plan.
  - GB Plan to focus on performance and excellence.
  - It would be logical for the GB Plan to run post Olympics for four years.

The ASA must be encouraged to have a full Development Plan.
6. Protection of Young Children - Mr Woodroffe has carried out a lot of work in consultation with the ASA and WASA. A GB pamphlet giving guidance will be produced and each Association will be responsible for distribution to its members.
7. National Performance Director - applications closed on 31 January. It is hoped to bring this to a successful conclusion and make an appointment by Easter. Appointment to start post Olympics.
8. Doping Control - These must be looked at to ensure uniformity across all Countries and these regulations must stand up to legal



scrutiny. The SSC have offered the Association the opportunity

## ACTION

to review their regulations which Mr Woodroffe will pick up on the Association's behalf.

### 7. **Elite Athlete Support**

SSC voted £150k for Elite Athlete Support for this financial year which ends in March. It is intended to award grants of between £5,000 and £10,000 which will be repeated in subsequent years.

The national lottery has also granted permission to award revenue from the lottery for athlete support.

Both of the above provide significant opportunities for our better swimmers to receive lifestyle assistance funding. The criteria for awarding the grants has not been put in place and a monitoring system will also be laid out.

### 8. **Kit Contract: 1996 - 2000**

Kit Contract was discussed and until confirmed minute set apart.

### 9. **Swimming Development Plan**

A meeting to update the Swimming Development Plan for 1996/97 took place at the end of January and in time the document will be sent to Council. There will be a review of the Disciplines at the National Planning Seminar in September with a full two year progress check with the SSC in November.

### 10. **AOCB**

1. District Development Plans - a lot of good progress now taking place.
2. SASA Executive Patrons - oversight on Murdo Wallace behalf to seek approval of Council to offer use the Association's logo.  
**This approval was agreed.**
3. District Squad Paper - This has been issued to get feedback and obtain a baseline across the districts. It makes good planning sense where possible to link into systems already in place, obviously there will be district variations.

*Mr Black thanked Mr Mason for his very full report and congratulated him on making good progress.*

**Mr Mason reminded Council that several items discussed are of a confidential nature until they have been agreed and signed.**

**ACTION**

## **8. Director of Swimming's Report**

### **Local Authority Update**

**Aberdeen** - Alistair Johnson is in post. Aberdeen District Council and Aberdeen ASC have a meeting scheduled to take place on 15 February 1996 to try and resolve the difficulties between the parties.

**Edinburgh** - Tim Jones has been appointed and will take up his post after the Olympic Games.

**Glasgow** - are presently reviewing their situation and are aiming to get a High Performance coach appointed similar to the Edinburgh post.

**Renfrew** - Adverts for a Coach and Swimming Development Officers have been placed and interviews will take place in early March with a mid April start. Discussions are taking place at the moment between east and west Renfrewshire who may well join forces.

Mr Woodroffe informed Council that other new initiatives that he was working on were as follows:-

1. West Lothian.
2. South Lanarkshire.
3. Stirling & Clackmannan.
4. East Dunbartonshire - positive move to employ a full-time swimming coach.
5. North Lanarkshire - initial talks to take place next week.

Dundee is also one of Mr Woodroffes priorities and he will be discussing this with representatives from the SSC.

Mr Woodroffe commented that we are getting close to achieving our 8/12 Centres of Excellence as detailed in the Development Plan.

Mr Holland asked how Mr Woodroffe undertakes the task of meeting with some clubs who are positive and others who are <sup>negative</sup> not within the same Local Authority? Mr Woodroffe feels there is no single solution this is a difficult task which has to be dealt with on an individual basis.

Mr Mason commented that we are aiming to create structures to allow clubs to move forward.

Council would like the Director of Swimming to consult with the Districts in confidence regarding new initiatives within their District.

**ACTION**

Mr Woodroffe will be meeting with the SSC to look at the Performance Indicators of the Association, these will be copied to Council after the meeting.

MaW

Mr Woodroffe spoke about research that he had carried out on long/short course statistics. This paper will be circulated to Council. It is evident that we need a change in our coaching culture. Mr Woodroffe has spoke at length with the Coaches Technical Panel and Jim Park and Mr Woodroffe will be visiting national swimmers to look at and discuss their training plans.

MaW

With the success of the Breaststroke Seminar a Seminar on Butterfly has been arranged for 9 June at Perth Ice Rink. Information will go out at the end of the month.

Mr Woodroffe informed the meeting that both himself and Danny McGowan had been asked to serve on the Commonwealth Games Planning Committee and will have some say in the selection/departure dates etc.

Mr Dale asked for an update on the situation at Cunningham District. Mr Woodroffe had nothing to report - he had recently met with Kyle and Carrick District Council and was waiting for them to come back to him.

*Mr Black thanked Mr Woodroffe for his report.*

**8.1 Scottish Junior Long Course Records**

Name	Time	Event	Champs	Date
Bryan Morgan	01.00.60	100m Back	Sjaellands Open Meet	13/1/96

**Scottish Senior Short Course Records**

Name	Time	Event	Champs	Date
Fraser Walker	00.26.46	50m Back	ASA Winter Nationals	15/12/95
Graeme Smith	14.49.71	1500m F/S	ASA Winter Nationals	15/12/95
Forbes Dunlop	00.23.28	50m F/S	ASA Winter Nationals	16/12/95

**Scottish Junior Short Course Records**

Name	Time	Event	Champs	Date
Bryan Morgan	00.27.32	50m Back	SASA Winter Nationals	15/12/95
Bryan Morgan	00.57.94	100m Back	SASA Winter Nationals	16/12/95

9. Correspondence

9.1 Formation of Health & Safety Committee

Proposed by Mr Drummond, Seconded by Mr Phillips.

9.2 Letter re: Clubs' Right of Self Determination

It was agreed that within the rules of the Association all clubs have the right to do their own thing.

9.3 Transfer of Clubs from Midland to East District

Mr Westcott informed Council that at the Midland District AGM there was great opposition to the transfer of two clubs to the East District as the Midland District would be losing some 380 plus members which would have financial implications on the District.

It was agreed that this would have to be resolved at the Congress. It was noted that the Midland District would desolve if the transfer goes ahead.

*might dissolve*

The views of the Midland District were noted.

9.4 Regulations for Competitive Swimming (STO)

Approved.

9.5 Appeals Committee decision re: Mr Pinto

Council agreed that they have no justification to lift/reduce sentence. Mr Black to inform Mr Murdoch.

BB

9.6 COAST Constitution. (City of Aberdeen Swim Team).

Noted that this was a very full constitution. Approved by Mr Phillips, seconded by Mr Grierson.

9.7 Entry Fees for National Leagues

Fee of £150 agreed. It was also agreed that Water Polo Championships should now be £25 per entry instead of £10 per round.

9.8 Withdrawal of Hamilton Baths ASC from Premier League.

Council agreed to impose fine of £70 in accordance with the rules.

*Paid*

9.9 Affiliation of East District Club

This has been treated as a direct organisation affiliation to the Association they are not a competitive swimming club.

**ACTION**

**9.10 Proposal of 25m Pool at Callander**

Mr Black asked for the approval of Council to respond in a positive manner although the building of a 25m pool at Callander does not fit into the national facility strategy.

It was agreed that we as an Association should be supportive of any new 25m pool situation. Mr Black to respond.

BB

**9.11 MBNA**

Mr Mason reported that the launch is imminent.

**9.12 SSSA National Championships**

Various complaints had been brought to light from different areas of the country. The qualifying events appear to be operating on different regulations for different areas.

**Council agreed to write formally to ask for clarification regarding the discrepancies in qualifying and organisational standards.**

Mr Woodroffe suggested that we seek a meeting with the SSSA to solve this problem.

Mr Black to write a letter of concern to the SSSA and ask for the matter to be put on the agenda for their next meeting. Mr Grierson to raise the concerns discussed by Council today.

BB/NG

Mr Black thanked all for their attendance today and for the work that they had put in over the year of his Presidency and looked forward to seeing them at the Congress.

The meeting closed at 4.10 pm.

**PLEASE NOTE THE DATE OF THE NEXT COUNCIL MEETING:**

**Date: 21 April 1996**  
**Venue: Perth Ice Rink**  
**Time: 10.00 am - 2.00 pm**

# SCOTTISH AMATEUR SWIMMING ASSOCIATION

## PRESIDENT'S ADDRESS COUNCIL MEETING 11 FEBRUARY, 1996

I welcome you all to this final Council meeting of my term as President, and I wonder, probably like many of my predecessors where has the time gone? There are many items of business which we as Council have to deal with and provide decisions or guidance to the Association.

The Winter Championships at Ayr ran very well after an initial hiccup with the electronic timing equipment. It was the first time that the computer programme had been used in the West District but with a number of people keen to learn it will not be the last. Thanks to John Bruce for his efforts and to Bob Craig and the West District Organising Committee. The majority of swimmers supported the Championships some even taking part in the ASA event and travelling to Ayr for the Sunday. Alison Sheppard had an outstanding Championships her training stint in Calgary certainly paid dividends.

Congratulations are due to the successful clubs in the Club Team Championships held at the Carnegie Centre in January. Aberdeen appeared to be the most successful overall but Carnegie ASC and Milngavie & Bearsden won sections and I was pleased to present a new trophy to the Boys Team from Glenrothes. Thanks are due to the Technical Officials who ran this marathon programme - four and a half hour sessions are just too long. Thanks also to the Bob Greenlees and the East District Organising Committee.

I am concerned that we are two weeks away from the first SASA Congress and the proposed new constitution is incomplete. The members of the Editorial Board have made a good job of the main section of the Constitution and are due thanks for the effort that was put in to arrive at this point. Unfortunately, I see a problem in persuading the delegates to accept this when the proposal in the Agenda makes frequent mention of Bye-Laws which are not there for the delegates to see and approve or reject. I understand that Mr. Adam intends to ask the delegates to accept this first part and to adjourn the Congress until September when the Bye-Laws would be presented for approval. In my view I would prefer to issue the unedited Bye-Laws which delegates could approve or amend the content. The Editorial Board could then complete the work and a handbook could be issued before the summer.

Another complication which we must face is the new rules from FINA on Doping Control and in line with that the Scottish Sports Council initiative to assist Governing Bodies to get the legal aspects correctly in place. The ASA and ASFGB are also looking at this area of legislation - especially with a view to having the same procedures used throughout the constituent

countries. The Congress will require to give approval for Council to deal with this matter and report back at the 1997 AGM.

There are a couple of omissions from the Agenda papers which require our attention, there is no Schedule of Trophies and Council's recommendations on fees and fines. I also expect that delegates will be looking for the list of records for the year and the results of all our national events. Elaine has advised me that it was to cut costs that these have not been circulated but a limited number of copies will be circulated for reference. It is unfortunate that the Council is the only Committee missing from the Annual Report and is not listed in the same manner as staff and the Board of Management. I also note in the Minutes that delegates requested that the list of Officebearers be attached to the minutes. I also find it alarming that there are so many vacancies listed in the nominations for office for 1996. Bringing new people into the sport is one of the items which the Board have been discussing and in view of the gaps becoming a priority matter.

I look forward to hearing your views on these matters later in the meeting.

We have a busy 18 months ahead with major events in Diving, Synchro and Swimming. I have been asked to chair the Organising Committee for the World Cup Qualifying Event in Synchronized Swimming to be held in Greenock in October and the Social Committee for the European Junior Championships in 1997. Ian will be able to report on progress to date.

Having ascertained from the Board of Management that they have no immediate plans to change the Swimming 2000 newsletter, I have agreed to continue as Editor. I did not want to spend money upgrading my computer equipment if it was to prove unnecessary. I would appreciate your support in keeping me supplied with information which can be used in the newsletter.

Bill Black  
President

