SCOTTISH AMATEUR SWIMMING ASSOCIATION

MINUTES

COUNCIL MEETING

Date:

Sunday 21 April 1996

Venue: Time:

Perth Ice Rink, Perth 10.00 am

Sederunt:

Mr N Grierson President

Dr D Hoare Vice President
Mr B Black Past President

Mrs H Murray East District (substitute)
Mr W Donaldson East District (substitute)

Mr S Davidson Midland District
Mr J Phillips North District
Mr A Drummond North District
Mr M Holland West District

Mr B Prentice West District (substitute)

Mr I Mason Chairman, B.O.M.

Mr S Martin VC Finance & Admin, B.O.M.

In Attendance:

Mrs E Mackenzie Administration Manager

ACTION

1. President's Address

President's address attached to the minutes.

The President welcomed those present to the first Council meeting of his term and also made mention of the fact that Mr Syer (East) and Mr Westcott (Midland) had both resigned from Council. Mr Grierson will write to both members to thank them for their service to Council. Mr Grierson also welcomed the two new members Mr Holland and Mr Davidson to this Council meeting and welcomed back the past president Mr Black.

NG

2. Apologies:

Mrs A Thow, East District.

Mr B Reekie, East District. Mr R Craig, West District.

Mr M Woodroffe, Director of Swimming.

3. Minutes of Previous Meeting

Page 3 - Honoraria - Mr Holland requested an amendment to the minute. After discussion it was suggested by Dr Hoare that the minute be altered to read:

"Mr Holland objected to the proposal as the posts were advertised without payment and as there were no final objections the proposal was carried." This was agreed by Council.

Page 6 - last paragraph - should read ".... were controversial issues <u>to</u> arise" and delete the world <u>professional</u> from the second line of the same paragraph.

Page 7 - VIII Synchronised Swimming World Cup - this partnership arrangements is between ASFGB, SASA and **Invercive Council**.

Page 10 - Second last paragraph from the bottom of the page - second line replace the word not with negative. Should now read "..... others who are **negative** within the same".

Page 12 - 9.3 - spelling of loosing, should read <u>losing</u> and it was also agreed that to change the minute to read that the Midland District <u>might</u> dissolve.

With the above amendment the minutes of 11 February 1996 were approved as a true record.

Proposed by: Bill Black. Seconded by: Derrick Hoare..

4. Matters Arising from Previous Minutes

Page 3 - 11.4 - Council asked Mrs Mackenzie to ask Malcolm Taylor to copy the letter of apology re: Diving to the Office.

EM

Page 11 - As some Council members could recall receiving a copy of the Performance Indicators and other could not Mrs Mackenzie was asked to confirm that these had been sent out to Council by the Director of Swimming.

EM

Page 13 - 9.12 - Mr Holland asked what the outcome of Council's action was re: SSSA National Championships.

Mr Grierson confirmed that Mr Black had written to the President of the SSSA and that Mr Grierson had attended the Executive meeting. The Executive were unwilling to discuss the discrepancies in qualifying and organisational standards and were quite hostile. Mr Grierson will attend

the AGM of the SSSA on the 29th April and will again offer the assistance of the SASA.

Mr Martin confirmed that he had received a letter of reprimand for interference and would be pursuing the matter personally.

Mr Grierson proposed removal of standing orders to move on to Agenda item 6 as Mr Adam will be attending the Council meeting to discuss Agenda item 5. This was agreed.

6. Minutes of AGM/Congress

It was agreed that one full copy of the minutes would be retained in the office and a summarised version would be printed in the Annual Report as in previous years.

Mr Martin would summarise the minutes for the Annual Report.

SM

The following alterations were to be made to the minutes:

- Page 3 3rd paragraph.
- Page 4 Add delegates after club.
- Page 14 Add proposal after Mr Holland.
- Page 15 C 8.2 delete this whole section and minute the decision. C 9.1.2 delete section and insert paragraph C 8.3.
- Page 16 C11.2.9 Add new paragraph " to liaise with the Swimming Technical Officials Committee".
 - C 10.4.4 now allows Board to approve Co-opted members. All mention of Council to be changed in the regulations.
- Page 17 C 19 Change Board of Management to Council. Bob Dyeth, Rutherglen to be added.
- Page 18 JY Coutts Memorial awarded to Mrs Flora Connolly to be added. Mr C Wilson not Ms.
- Page 19 David Phinn, Midland District Treasurer.

Development Committee also to be added to Office Bearers section as this had had been omitted from the papers.

Council members agreed to send any corrections spelling or otherwise to the Office by Monday 6 May.

ALL

7. Vice Chairman, Finance & Admin Report

Accounts tabled.

Mr Martin explained that in comparison between 1995 and 1996 income was up by £165,000 and expenditure was up by £76,000 in the first four months of the

year, however, in real terms payments had been made by the SSC who would now be deducting salaries by direct debit.

1st Per Capita Return - tabled at meeting.

Mr Martin reported that in comparison with the 1st return in 1995, membership numbers were down. Four clubs had still not made a return although a reminder had been Sent. Mr Martin also read a letter to Council from one club who found it necessary to write to the Association re: the reminder. However they did not make their return until a week later. It was agreed that the date in the constitution for per capita returns was clear and clubs should be encouraged to abide by the rules. It was reported that there is a clear improvement on the number of clubs making their returns on time.

Mr Martin reported that Stirling's membership was down from 1995 because their Teaching Club had been taken over. If this happened in other districts it would prove to be worrying for the Association as it has been built in to our budget for the development plan to increase membership and income over the four years.

Insurance

Mr Martin mentioned that all our per capita members are fully insured for personal accident and public liability insurance, however, all Technical Officials will have to be looked at very carefully as they are not all automatically insured as they are not all members of clubs.

Mr Holland suggested as a Governing Body that the Association indemnify under our policy all Technical Officials. Mr Martin agreed that we have a duty to ensure that all our Officials are insured.

Mr Martin to look at all implications of Insurance and keep both Council and the Board of Management up-dated.

SM

Mr Black mentioned that some Technical Officials are not even registered which is also cause for concern.

Cambuslang

Mr Martin reported that a draft lease had been looked at by the Legal Advisor and a proposed lease had been put forward to Glasgow City Council for signing, however, this had not been signed as yet.

South Lanarkshire Council will not speak to the Association re: a new lease until the present lease has been signed. Mr Martin will be asking for a minimum 10 year lease for the Association.

It was reported that the Association will not be moving to the new East End Leisure Centre as the Association would have had to pay for the office accommodation to be built. This was not feasible.

Electronic Timing Equipment

Council previously agreed that ownership of the timing equipment be with the Midland District and that the spares would be disbursed between the four Districts. Mr Martin has received a letter from Colin Wilson informing him that the spares did not amount to much and would in fact be of no value if split as suggested by Council.

Mr Donaldson requested on behalf of the East District that they purchase the spares from the Association and the money could then be split between the four Districts. This was agreed by Council. Mr Martin to cost the spares at the last price agreed by Omega and invoice the East District.

SM

Dr Hoare informed Council that the touch pads are warped and would no longer be acceptable for use at a national event. Dr Hoare suggested that district touch pads are used for such events.

McVities Scotsplash

The money from McVities and Sportsmatch had been received in the March Accounts which had been paid back out for the bulk of the programme which has proved to be very successful. Grand final to be staged at the RCP on Tuesday 14 May 1996.

Mr Grierson thanked Mr Martin for his report.

8. Administration Manager's Report Mrs Mackenzie's report had been circulated with the Council business.

Mrs Murray asked Mrs Mackenzie if she had looked in to the Data Protection query which had been asked of her when she attended the East District meeting.

A letter had gone out to all clubs from Mr Martin in the March mailing to clarify the situation which covered all internal use. Anyone wishing to send a mail out directly to clubs must firstly sign a declaration. Mr Martin reported that any organisation is allowed to pass on membership lists for insurance purposes only.

Mr Black asked for clarification on giving out mailing lists for sponsorship ie. Swim Shop, this is mentioned on the original Data Protection application made by the Association.

Mr Grierson thanked Mrs Mackenzie for her report.

9. Board of Management Chairman's Report

9.1 Elite Athlete Support

Mr Mason reported that three swimmers had received substantial grant through the Elite Athlete Support Programme. This is the first year of operation and the money has come from the last financial year and more money will be made available this financial year.

The panel for allocating the grants is made up of five people and the main objective is so look at world status. Mr Mason feels that money may also come into the frame for developing athletes.

Lottery money has now been freed up for - world events, elite athlete funding and leader and coach development, however, the details for this programme have still to be made available.

Scottish Swimmers who were awarded grants were:

Graeme Smith

£10,000

Alison Sheppard

£5,000

Fraser Walker

£3,000

The grants will be administered through their trust fund and monitored by the Director of Swimming.

9.2 Coaching Matters

The Association received a grant of £10,000 from the SSC in addition to our Governing Body Grant Aid. In simple terms the money will be used for:

- 1. Distance learning and educational material.
- 2.. Non certificated coach education.

Mrs Murray asked if all reports had been received from the last Coaching Matters budget as they had not all been printed. Mrs Mackenzie agreed to ask Mr Woodroffe to confirm the situation with reports.

EM

9.3 World Coaches Conference

Will take place in Birmingham in May 1997. This is a great opportunity for coaches from Scotland to attend and the Association will make a big effort to provide some form of financial assistance for coaches to attend. Mr Mason will be making an application for a grant to send coaches. Mr Mason and Mr Woodroffe to look at the criteria for distributing money to help coaches. It will be a graded system for finance aimed at supporting home based coaches.

IM/MaW

9.4 Royal Mail - "Ready, Willing and Able"

This programme is being sponsored by Royal Mail to encourage disabled sport. Swimming is one of the three sports being put forward for accreditation.

Mr Mason informed Council that this is a good public relations exercise and will provide opportunities for more integration eg. courses at Easter School.

It will also be a useful exercise for creating bridges between disabled swimming and our own sport.

David McCrae, SSC and Richard Brickley from the Disabled Swimming Association will be attending the Board meeting at the end of the month to explain what the programme means to the Association.

9.5 Great Britain

Mr Mason and Mr Martin attended a GB meeting last week and the minutes will be circulated to Council in due course.

EM

1. Synchro

Clarified that three home countries all supportive of having Synchro at the next Commonwealth Games. The difficulty is that Malaysia do not want Synchro at the Games. GB will pursue.

2. GB Constitutional Review

Mr Mason reported that there is a need for a review of the GB constitution for a number of reasons eg. regulations of drug use. The review will involve GB and the three UK Sports Council to ensure that there are no loop holes in relation to drug abuse. Mr Black has been nominated as the Scottish ASA rep to look at the constitution with a rep from the ASA and WASA.

BB

3. Finance

Mr Mason and Mr Martin are concerned about that lack of financial information in relation to GB - no formal written reports have been forthcoming from the Treasurer.

After discussion it was agreed that the Scottish ASA GB reps must pursue the matter and push for financial monitoring. Mr Black commented that there had been similar problems in the past and that GB needed a separate treasurer.

3. Child Protection

Good progress has been made and Martyn Woodroffe has been working with the other Director of Swimming and a representative from the NSPCC to produce a series of leaflets and pro-formas for use within swimming.

Mr Woodroffe will also be the SASA rep in reviewing ASFGB drug laws/policy.

1996 Centenary of Olympic Games
 Mr Mason reported that David Wilkie has been nominated.

5. National Swim Centre - A submission through the ASA with ASFGB support has been placed for a national swim, training and research centre. This will create an opportunity to build a 50 m pool with accommodation - there was no objection to this submission as long as it falls within the context of a national network of centres. The bid will going in to the financial assistance lottery committee.

9.6 National Performance Director

Interviews for the post have taken place and two candidates both of world standard were interviewed. It is hoped that an appointment will be made to bring this to a successful conclusion over the next couple of weeks with a start date in October (post Olympics) for a period of four years up to the Sydney Olympics.

9.7 National Planning Seminar

To take place at Perth on the 7/8 September 1996. Mr Mason hoped to finalise the programme at the Board meeting at the end of the month.

A Seminar will also take place on Friday 6 September for Swimming National Development Officers which will be organised by Briony Shimmons - a repeat of last year which proved to be very successful.

Areas of concern from last years Seminar was that the programme was aimed at Swimming with not enough interest for the other disciplines. Mr Mason had received a letter from the SSC recently thanking him for the monitoring and evaluation documents on Swimming and Education, however, asking about the other disciplines.

It is intended that on the Saturday all leaders of the Development Plan will do a short presentation to the sport - "Where we are and Where we are going".

On the Sunday there will be an opportunity for all disciplines to hold their annual meeting to discuss the changes in their regulations and all disciplines will come together for talks on "Protecting the Young Person" and "Drugs in Sport". The Running Sport courses which proved popular with those that attend will also be offered to all clubs free of charge.

A programme will be sent out to Council in May.

9.8 Pathway to Performance

Mr Mason informed Council of the latest situation. The Association had received sponsorship from Speedo and funding from Sportsmatch. In year one £18,000 plus £4,000 from Team Sport Scotland will be injected in to this development programme which is aimed at sub district level and will complement programmes

already in place within the Districts. The SSC praised the document and felt that this was a very worth while programme.

It is hoped that the programme will repeat itself over the next three years and it will be tailored to complement the existing programmes in place.

The programme is an opportunity to get more people ie. coaches and administrators involved in the national scene. The programme will work outwith the District programme, however will work within an national curriculum.

Observations from the Districts were as follows:-

North - highlighted areas of concern with Ian McGregor who agreed to look at them and then papers were produced which drive a split through the North District Programme which is currently in place.

Mr Mason will ask Ian McGregor to go through the national requirements of the four Districts.

IM

Midland - The biggest problem at the moment will be in getting the personnel to apply for the posts.

East - Requested permission to circulate the document to the East District Clubs - this was granted. There was no feedback from the East District at this time, however, the swimming committee felt that it devalued the District programme.

West - The document has not been fully discussed, however, they are concerned that the District will have to find money to support the programme in future years.

Mr Mason commented that the four year programme will expand and we must be ambitious and try to evolve the programme.

Mr Mason commented that the programme brings over £20,000 in to the sport and is a very worthwhile programme.

The Director of Swimming will be responsible for the links between all national programmes.

MaW

Mrs Murray commented that the clubs would be appreciative if they found out about the programme from the Association and not the national press. Mr Mason informed Council that there was an article about the programme in the Swimming 2000 and he did not know who had authorised the press release.

Mr Adam joined the meeting at 1.15 pm for Agenda item 5.

5. EDITORIAL BOARD - REPORT/DISCUSSION

Mr Grierson thanked Mr Adam for joining the meeting to discuss the above.

Mr Adam thanked the office for their support over the last few months in pulling together the work carried out by the Editorial Board.

Mr Adam outlined the four themes for Council to agree/discuss today, these being:-

- Approve Constitution Document for publication Mr Adam explained that the complaints section had been re written and sent to the Legal Advisor for comment. Mrs Mackenzie agreed to chase this up. After the Legal Advisor has approved this section Council agreed that the Constitution could be printed.
- 2. Bye-Laws The Editorial Board had tabled a good first draft of the Bye-Laws which have not been fully edited and would like some feedback from Council on the structure of the document and the way forward to fill in the missing gaps. The Editorial Board had used the same structure/index from the Constitution section and therefore the numbers between both sections related to each other.

Gaps within the document to be completed were indicated by blank sections within the document. The Bye-Laws section would not come into being until the AGM in 1997.

There was no objection from Council to the Editorial Board continuing with the work to complete the Bye-Laws section. Mr Holland suggested that the current Editorial Board worked very well together and the composition of the Committee should remain the same.

Any observations to-date re: the Bye-Laws should be passed to the Editorial Board.

ALL

Mr Black suggested that all Fees & Fines should be published at the AGM for endorsement regardless of who proposed the Fees & Fines. It was agreed that the Fees & Fines should be put on the Council Agenda for the meeting prior to the AGM.

EM

Doping Control regulations to come under the medical section. Issue of Records to be taken up by the Editorial Board.

3. Regulations - Mr Adam was not aware of any other disciplines regulations that had been approved formally except STO. Water Polo's regulations have been circulated, however were never formally approved.

It is important for all disciplines to meet to discuss their regulations once a year.

Council to ensure that the discipline regulations are coming forward to Council for approval.

Editorial Board to provide a template for disciplines to work to.

District representatives agreed to take back to their Districts for discussion that District rules be incorporated into the National handbook in some format.

ALL

EM/EA

4. Publication - It was agreed that the document would be reprinted: loose leaf form. Constitution - every four years.
Bye-Laws/Regulations - changes could be made every year.

Mr Adam would give a talk re: Bye-Laws/Regulations at the National Planning Seminar.

It was agreed that the forward programme would be:

- 1. Obtain estimated for printing of the document (500).
- Constitutional Section printed and distributed July 1996.
- 3. Bye-Laws Section final draft distributed August 1996 prior to the National Planning Seminar.
- 4. Bye-Laws Section approved at 1997 AGM.
- 5. Bye-Laws Section printed and distributed June 1997.
- 6. Regulations sections approved and distributed as they become available.

Mr Grierson thanked Mr Adam for his attendance and thanked the Editorial Board for all their work to-date.

Mr Adam left the meeting at 2.20 pm.

9. Chairman's Report Continued

9.9 MBNA Affinity Card

Mr Mason informed Council that the launch had taken place re: documentation and would ask each member of Council and the Board to fully support the initiative and actively market the card throughout the Association as each card taken out would bring £20.00 to the Association. A quarterly statement will be sent to the Association to update on number of cards issued.

9.10 AOCB

1. Speedo - Mr Mason met with the Managing Director and Celia Muir at the OlympicTrials in Sheffield last month. The first kit designs are being redone and Graeme Smith and Alison Sheppard were used as s sounding board when kit discussions were taking place.

Mr Mason and Mr Martin to pursue and bring to a conclusion.

IM/SM

Mr Martin is working on the final kit order. Convenors will not be given a kit budget and kit will be allocated depending on discipline/level or participation.

- 2. British Academy Consultation process is over and a review of all the papers has taken place. It is envisaged that there will be a Central Head Quarters with a network of academies. There will almost certainly be a Scottish Institute of Sport which will offer exciting opportunities.
- 3. European Junior Championships Meeting of the Executive to take place on the 24 April and the Organising Committee have a meeting scheduled for the 29 April. The Organising Committee have appointed their Committees and established a timeline of action.
- 4. LEN Calendar Conference 1997 will not be hosted by Glasgow as the date clashes with the World Badminton Tournament. However, Mr Mason will be meeting with Glasgow to discuss future possibilities as they are keen to host further events up until the year 2000.

Mr Grierson thanked Mr Mason for a very full report.

10. Director of Swimming's Report

Mr Woodroffe's report had been circulated with the Council business.

Mr Mason reported on Mr Woodroffe's behalf. Mr Woodroffe was disappointed at a recent meeting in West Lothian when people within the District were speaking against the proposals in the SASA Development Plan. Mr Mason stressed that we must not be seen to be fighting against each other within the sport.

Mr Holland raised concern over the appointment of Grant Robbins to the Renfrew Post - the applicant had not met the criteria which had been requested in the advert. Mr Mason suggested that this was a Local Authority/Club appointment and was not open for discussion within this Association as we were not the appointing body.

Calendar Planning - Mr Woodroffe to visit the Districts in the next few months to do a presentation. Mr Prentice asked Mrs Mackenzie to confirm that he would also be addressing Licensing and Accreditation.

EM

Aberdeen - Mr Davidson asked if the conflict had been resolved. Mr Drummond reported that the present situation was "stale mate" and no further meetings had been planned. Aberdeen ASC are not part of the new initiative and have the right to remain outwith the programme.

It would appear from recent figures that there is no doubt that our male swimmers are progressing, however, our women swimmers are still producing poor results.

10.1 Scottish Junior Long Course Records

Name Bryan Morgan	Time 01.00.43	Event 100m Back	Champs 7 Nations Tournament	Date 8/4/96
Bryan Morgan	00.59.98	100m Back	7 Nations Tournament	8/4/96

Scottish Senior Long Course Records

Name	Time	Event	Champs		Date
Richard Hope	2.04.20	200m Back	Olympi	c Trials	24/3/96
Richard Hope	2.03.50	200m Back	Olympi	Olympic Tials	
Graeme Smith	15.0	3.96 1500	m F/S	Olympic Trials	22/3/96

Memo from Ian Edmond re: two Scottish Junior Short Course Records broken at the Leicester Grand Prix which was held in November 1994.

<u>Council agreed to approve these records</u>. Mrs Mackenzie to write to Ian Edmond informing him of the correct procedure for claiming records.

It was agreed to ratify the above records although the correct procedure for submitting the results had not been followed.

Mr Woodroffe to write an article for Swimming 2000 re: procedure for having records ratified. It is the responsibility of the Technical Staff to ensure that correct procedures are followed and that national staff/coaches are made aware of the procedure for claiming records.

MaW

11. Correspondence

11.1 Report from Investigative Committee into Long Distance Swimming Committee Mrs Murray stated that the East District did not instigate this investigation.

Council agreed to send the report to the Long Distance Committee with a letter asking them to take note of the findings and work together as a Committee for the future of Long Distance Swimming in Scotland.

Council asked Mrs Mackenzie to write to the members of the Investigative Committee thanking them for their time and a very full report.

EM

11.2 National Age Group Awards

Memo to Council which outlined that Swimming Committee do not wish to present pennants at the Age Group Championships.

It was agreed as there has been no rule change put forward Swimming Committee must award the pennants and should submit a proposal to Council if they wished to alter the present rule.

- 10.3 Constitutions from two organisations who have applied to join the SASA.
 - 1. Dundee Asthma Swimming Club who wished to affiliate direct to the Association approved.
 - 2. Tayseals Water Polo Club this was referred to the Midland District as they had not heard of this club who should affiliate through the District before joining the Association. The Tayseals Water Polo Club could not join the Association as a composite team as their constitution states that they are a Club. Mrs Mackenzie to notify Mrs Elder and return their affiliation fee.

EM

10.4 Approval of Appeal Panel for 1996

Nominations are as follows:

North - Mr Roy Wilson and Mr Ed Adam.

West - Miss Jean Smith and Mr Allan Fletcher

East - Mr Alex McLeod Bain and Mr Ron Taylor.

Midland - Mr Alex Spence and Mr Donald McGillvary.

Approval agreed.

10.5 Approval of Board Members

As no one had intimated that they were standing down approval of present Board members agreed.

10.6 Appointment of delegate from Council to substitute for the President / Vice President in their absence.

It was agreed that the President of the District would be asked to represent the Association in the absence of the President or Vice President.

Mr Grierson thanked everyone for their attendance at the meeting and presented the two new Council members Mr Holland and Mr Davidson with their Council badges.

The meeting closed at 3.40 pm.

PLEASE NOTE THE DATE OF THE NEXT COUNCIL MEETING:

Date:

16 June 1996

Venue:

Perth Ice Rink

Time:

10.00 am - 2.00 pm

cc:

B.O.M.

Council

National Convenors Ian Russell, SSC Colin Pearson, SSC

Ian McGregor, TSS Swimming Co-ordinator Briony Shimmons, National Development Officer

Jim Park, National Coach

Danny McGowan, National Aquatics Team Manager

Youth Squad Team Staff (YS 1)

COUNCIL MEETING - 21 APRIL 1996

PRESIDENT'S ADDRÉSS

Welcome to this the first meeting of Council since the Congress in Inverness and especially to new members Stewart Davidson and Max Holland. Welcome back to our immediate Past President Bill Black.

I was pleased to be able to attend the Olympic Trials at Sheffield and watch Alison Sheppard qualify for her third Olympic Games, first Scot in 40 years to achieve this feat, and Graeme Smith break British records at 800m (under eight minutes) and 1500m Freestyle in ensuring his place in the team.

It was also quite frustrating to see a lot of competitors miss out on selection by one/tenth of a second. An Olympic centenary dinner held in the magnificent Cutlers Hall was a very enjoyable social highlight of the weekend, there were many reunions of friends, three members of the 1936 Olympic team were present.

The Home Nations Water Polo Tournament at Aberdeen was very well organised by the Committee. The games were well contested but the results did not go in our favour losing the Makeson Trophy to England after a four year run of success. The junior team were third in their competition.

I have been able to present three of the trophies since the Congress - Nancy Riach Memorial Medial to Graeme Smith at Sheffield, Junior Water Polo Player of the Year to Steven Fyffe at Aberdeen and the W.G. Todd Trophy to Bryan Morgan at the EastDistrict Age Group Meeting at Kirkcaldy. I propose to present the senior Water Polo Player of the Year to Giles Gilhooly at the British Police Swimming Water Polo and Diving Championships at RCP and the JY Coutts Award to Flora Connolly at Scottish Masters at Greenock.

Norman Grierson President