

Draft Minute of the Meeting of the Swimming Committee held on Sunday 10th
November 1991 at Cumbernauld Swimming Pool

Attending :- Mr. D. Brown (Convener) Mrs. J. Cochran (V-President)
Mr. N. Dashwood-Brady (East) Mr. W. Black (Gen. Secretary)
Mr. S. Davidson (Midland) Mr. W. Charles (Gen. Treasurer)
Mr. I. Lochray (West) Mr. H.H. Smith (Director of
Mr. J. Phillips (North) Swimming)
Mr. K. White (SSCA) Mr. M. Wallace (by invitation)
Mrs. F. Smith (Co-opted)

Apologies :- Mr. G. Philp (President) ; Mr. D. McGowan (Co-opted)

1. Business of the Meeting

The Convener noted that he had circulated a Paper on 9th November at Cumbernauld to those members present on that day and had tabled the remaining Papers prior to the start of the Meeting.

In view of the importance of the financial implications to the Association and to the Swimming Programme, the Convener sought and obtained the approval of the Meeting to suspend the Agenda circulated on 2nd November to allow full consideration of the draft proposal to the Esso Petroleum Company Limited for sponsorship of the Association in 1992/93.

A letter had been received by the Association from the Company on 4th November. That letter stated that the Company had decided that swimming would continue to have a major place in their 1992 sponsorship Programme - however, they had not yet decided what form their involvement would take. The Company requested that a written proposal be made to them and indicated some general objectives/criteria on which those proposals would be measured :-

- a) mass participation and good publicity ;
- b) identification of separate units each costed ;
- c) enhancement of media coverage (especially television/video), public perception, presentation etc ;
- d) use of past Squad members to teach master classes ;
- e) definition of the age groups as 14 to U18

As a result of receipt of that letter, the Director of Swimming and the Convener had met on Thursday 7th November to try to identify an outline proposal for consideration by the Swimming Committee - the Paper arising now formed the Agenda for the Meeting.

Following contact with the Company, the meeting to consider the Association's proposals would take place on 21st November.

2. Proposals to Esso

The Director of Swimming outlined the logic to the Paper (see attached) and the following amendments/clarifications were noted :-

- (i) 1991/92 Season
To add, for the final version, a clear statement that the Association would be willing to meet any media/ publicity suggestions made by the Company.
- (ii) National Squads
To amend the age-groups to read 14/15 and 16/17 for the Esso sponsored Squads but to note at the Meeting with the Company that the swimmers would be 13 and 15 respectively at the initial date of selection.
It was noted that the Age Group Development Squad would cease to exist at National or District Level - it would become a Regional responsibility.
- (iii) District Squads
That the District Squads would mirror the National Squads (ie be of two age groups, 14/15 and 16/17, to a total of 30 swimmers in each District).
That the proposal for an 'Anglo District' not be included in the submission but that the matter should be considered at some time soon.
That the details of the operation of the Super Final need not be specified in the first stages of negotiation with the Company.

(iii) District Squads (Continued)

It was noted that the sponsorship identified for District Squad activities would be made available to the Districts for the programme once approved by the Swimming Committee within the National context.

(iv) Regional Programme

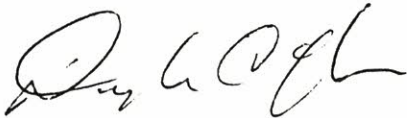
It was established that sponsorship from Esso was not sought for this level.

(v) Special Event

The proposal to seek sponsorship of the 1993 event to be held at East Kilbride was agreed.

3. Conclusions

The Meeting agreed to support the basis of the proposed submission to the Company subject to the above clarifications/amendments. Members of the SASA Executive Committee present gave approval and it was agreed that the preparation of a short, concise proposal on behalf of the Association be remitted to the Director of Swimming, Mr. Murdo Wallace in respect of the necessary Media outlook and the Convener - that proposal to reach the Company by the end of the week (ie 15th November).



Douglas C.J. Brown
Swimming Convener
15th November 1991

Note : Mr. Smith, Mr. Wallace and the Convener met on Monday 11th November and agreed the broad framework of the proposal and an outline of the text/contents. Each undertook responsibility for an element and the whole was co-ordinated and compiled by the Director of Swimming on Wednesday 13th and Thursday 14th November. It is anticipated that a copy of the actual submission will be available to the Council and to Swimming Committee at their next meetings.

91.484 : From Convener, Notice of Meeting and Agenda Papers for the Swimming Committee Meeting of 10th November (Note : subsequently suspended by that Meeting to allow priority consideration to the ESSO sponsorship business)

91.485 : From Convener, to Provost McKenna (Cumbernauld) with apologies for being unable to attend the Reception on Friday 8th November.

91.486 : From Convener to Mr. D. McKenzie and Mr. Lorne (Director and Assistant Director of Leisure and Recreation, Renfrew District Council), letter seeking their assistance and authority for appropriate time-off work for Carlyn Connaghan to train and compete through to 5th January 1992 : the Director of Swimming to follow-up with information from that date.

91.487 : Received from SASA Office, copy of letter received by the Association from ESSO indicating their strategy of continued sponsorship support for swimming but requiring a written (and segmented costings) proposals within guidelines specified.

91.488 : From Convener to Members of Swimming Committee (8th November), memo suggesting that the business of the Meeting of 10th November be suspended to allow consideration of the draft sponsorship proposal prepared by the Director of Swimming and the Convener...delivered by hand at Cumbernauld on Saturday 9th/Sunday 10th November.

91.489 : From Convener by Fax on 9th November to Murdo Wallace, copy of above item and invitation to attend the Swimming Committee Meeting of 10th November at Cumbernauld.

91.490 : Received from the SASA Office, copy of the Meet Information for the XV1 International Meeting of Lisbon on 17th-19th January 1992. Age Group Meet : Boys 1976 and older Girls 1977 and older
" 77/78 " 78/79
" 79 and younger " 1980 and younger

91.491 : Received from the SASA Office, notification of the SASA Council Meeting of 24th November and requirement for Reports to be received by the Office by 15th November.

91.492 : Received from the SASA Office, copy of Speedo World Rankings to 22nd October 1991. Alison Sheppard ranked 19th in 50m Free (26.37), Jean Hill ranked 19th in 100m Breast (1.11.56), long course.

91.493 : Received from the Commonwealth Games Council for Scotland, Minute of their Executive Committee (no 1) held on 3rd June 1991.

91.494 : Received from Paul Bush, copy of correspondence between him and Kevin Hickey (Technical Director, British Olympic Association) regarding the Olympic Selection Policy for Barcelona 1992 - some matters still requiring formal confirmation of acceptance.

91.495 : Received from Rick Bailey, copy of the Club Age Group Team Relay Competition programme (proposed) as part of the Olympic Trials.

91.496 : Received from Paul Bush, copy of his correspondence with Alison Sheppard's employer regarding release from work for training and competition - this written in respect of her Olympic Team potential.

91.497 : Received from the East District, copy of the Minutes of the first Meeting of the Organising Committee for the National Sprint Championships - that Meeting being held on 30th October 1991.

91.498 : Received from the Commonwealth Games Council for Scotland, notice of the Joint Meeting with the Scottish Sports Council (2nd Technical) to be held on 14th November 1991 at Caledonia House.

91.499 : Received from Mr. McGowan, copy of the Results from the Cumbernauld Meet, apology for being unable to attend the Meeting of 10th November and looking forward to the Commonwealth Games Meeting on 14th November.

91.500 : Prepared by the Convener, draft Minute of the Meeting of the Swimming Committee held on 10th November at Cumbernauld.

91.501 : Prepared by the Convener, draft of part of the submission (programme and costs) to ESSO : faxed to the Director of Swimming and Mr. Murdo Wallace on 13th November.

91.502 : Received from the Director of Swimming, by fax on 14th November, draft compilation of the submission to ESSO arising from his, Murdo Wallace's and Convener's sections.....agreed.

- 91.503 : Prepared by the Convener, note of the Meeting of 14th November between the Commonwealth Games Council for Scotland and the Scottish Sports Council - important to record this meeting as there are several actions on the SASA outstanding.
- 91.504 : Received from the Director of Swimming, copy of the final presentation as submitted to ESSO by post on 15th November prior to the Meeting between the company and the Association on 21st November.
- 91.505 : Collected by the Convener from Mrs. Brockie (East District), ranked list of entries for the National Sprint Championships (Friday 15th).
- 91.506 : Prepared by the Convener, cut-offs and event timings (following consultation with Mr. Syer) - summarised and timed in detail for Sessions 1 and 2 - copied and circulated for information.
- 91.507 : Prepared by the Convener, responses to all matters delegated to him by the East District Organising Committee for the National Sprint Championships (Medals, sponsorships, poolside furnishings, programme, physio, medical - outstanding matters clarified).
- 91.508 : Arrangement made with Mrs. McDougall (East District) re corrections and cut-offs ; seeded programme to be produced on 16th November - Convener to collect.
- 91.509 : Collected by Convener, seeded programme for the National Sprint Championships. Memo to Mr. Barnett (SASA Office) with originals for copying and note of instructions to go into the programme.
- 91.510 : Received from the Scottish Swimming Coaches Association, notification of their AGM to be held at the Caledonian Hotel, Ayr, at 8.30pm on Friday 6th December 1991.
- 91.511 : Received from the SASA Office, copy of FINA News No 9 (6th November).
- 91.512 : Received from the SASA Office, copy of the Meet Information for the Arena Festival 1992 Meet - Bonn, 25th/26th January 1992 - invitation received from Bonn for 5 persons.
- 91.513 : Received from the SASA Office, copy of the Meet Information for the Swimming World Cup Meet in Malmo (21st/22nd January)- invitation for 4 + 1 persons.
- 91.514 : Received from Renfrew District Council, letter from Mr. J. Lornie indicating that his Department is entirely sympathetic to Carlyn Connaghan's needs and will endeavour to release her whenever possible.
- 91.515 : From Convener to Mr. Lornie (Renfrew District Council) thanking him for his efforts - copied to Mrs. E. Adams.
- 91.516 : Received from the SASA Office, expenses for the Convener from May to October 1991.
- 91.517 : Received from ASFGB, (Derek Stubbs) letter advising of Swimming Technical Committee Meeting to be held on Saturday 14th December at 5.00pm at Barnet - bookings confirmed by the Convener.
- 91.518 : Prepared by the Convener, Report to the SASA Council for their Meeting of 24th November - sent by Fax on 15th November.
- 91.519 : Received from the Scottish Sports Association, notice of an Open Meeting to be held on Thursday 9th January at 6.45pm in Glasgow - main items for discussion are....Coaching Matters.....Performance and Excellence.
- 91.520 : Received from Paul Bush, copy of letter received from the Bank of Scotland in respect of Alison Sheppard agreeing to give leave of absence for selections (international) - training leave to come from holiday entitlement.
- 91.521 : From Convener to Members of Swimming Committee, Agenda and Papers for the Meeting of 1st December to be held at Perth.

Correspondence to 23rd November 1991



Douglas C.J. Brown
Swimming Convener

SCOTTISH AMATEUR SWIMMING ASSOCIATIONREPORT on behalf of the SWIMMING COMMITTEE to the SASA COUNCIL MEETING of 24th NOVEMBER 1991.1. Summary of Business since 2nd October 1991

The following business has been conducted on behalf of the Association since the date of submission of the last Report :-

- 5th October : Joint Meeting between Scottish Sports Association Executive and the Scottish Sports Council ; Inverclyde (am)
- 5th October : Annual Conference of the Scottish Sports Association at Inverclyde.
- 6th October : Annual Conference of the Scottish Sports Association and the AGM of that Association at Inverclyde.
- 8th October : Meeting of the SASA Commonwealth Games Working Party in Edinburgh.
- 10/11/12/13 Oct : Preparation of the Draft Prospectus for the SASA Commonwealth Games Working Party.
- 14th October : Meeting of the Scottish Sports Association Sub-Committee (post of Secretary).
- 24th October : Meeting with Mr. J. MacCallum (on behalf of SASA Commonwealth Games Working Party).
- 27th October : Visit to the West District Open Championships at Cumbernauld
- 29th October : Preparation of the Performance and Excellence Paper for the Scottish Sports Association arising from their Conference
- 30th October : Meeting of the Scottish Sports Association Executive Committee in Edinburgh.
- 5th November : Meeting of the SASA Commonwealth Games Working Party in Edinburgh.
- 7th November : Meeting with the Director of Swimming to consider the SASA response to the Esso Sponsorship requirements.
- 8th November : Proposal prepared for Esso Sponsorship with revised Agenda for the Swimming Committee Meeting.
- 9th November : Cumbernauld International Open Meet
- 10th November : Cumbernauld International Open Meet and Meeting of the Swimming Committee
- 11th November : Meeting (Director of Swimming, Murdo Wallace, Convener) to draft presentation to Esso - format agreed and outlined.
- 12th November : Preparation of the Programme and Costings Sections of the Esso proposal.
- 13th November : Meeting of the East District Organising Committee for the National Sprint Championships (Dunfermline).
- 14th November : Meeting (2nd Technical) of the Commonwealth Games Council for Scotland and the Scottish Sports Council (Edinburgh)(HHS/DCA attending).

2. Items attached for Information

- (1) Minute of the Meeting of the Swimming Committee held on Sunday 10th November.
- (2) Note of the Meeting of the Commonwealth Games Council for Scotland and the Scottish Sports Council held on Thursday 14th November.

3. Business for the attention of Council

- (1).1 Although the Agenda and Papers for the Swimming Committee Meeting of 10th November had previously been circulated, Members agreed to suspend that Agenda to enable consideration to be given to the priority item of the response to Esso. An additional Meeting of the Swimming Committee has been planned for Sunday 1st December in Perth (location/time to be notified) to deal with the business intended for 10th November.
- (1).2 Arising from that Meeting on 10th November, the proposal to Esso was completed by 14th November and dispatched to the Company by the Director of Swimming.

3. Business for the attention of Council (Continued)

Decisions and actions are required in respect of the undernoted items which relate to the attached Notes arising from the Meeting of the Commonwealth Games Council for Scotland and the Sports Council held on 14th November 1991 :-

- 3.(i) : Nomination of the Section Manager for 1994
- 3.(ii) : Nomination of at least one coach for 1994
- 3.(iii) : Proposal giving dates and procedures for selection of the Team for 1994
- 5. : Nomination of the Press Officer of the Association to participate in the Media Plan preparation
- 6.(i) : Nomination by the Association of support staff (medical, physio etc)
- 6.(ii) : Submission by the Association of standards for selection
- 7. : Identification of Sports Science/Medical facilities required and costs
- 8. : Consideration by the Association to the most appropriate method of obtaining the views of the participants and the relay of their views to the Commonwealth Games Council

Responses on these matters are either already required (urgently) or should be made available to Mr. Hunter at the first possible opportunity.

Douglas C.J. Brown
Swimming Convener
15th November 1991

Note of the Meeting of the Commonwealth Games Council for Scotland and the Scottish Sports Council held on Thursday 14th November 1991 in Edinburgh.

Attending on behalf of the Association :-

Mr. H.H. Smith (Director of Swimming)

Mr. D.C.J. Brown (Swimming Convener)

1. The Meeting was clarified as being the 2nd Technical Meeting.
2. The Minutes of the 1st Technical Meeting held on 12th September 1991 were approved with one amendment : Page 2, Item 5, Team Selection - Cycling final date for selection should read 30th June not 1st June.
3. Matters Arising
 - (i) Section Managers : it was emphasised that Governing Bodies should identify and nominate their Section Managers as soon as possible.
 - (ii) Coaches : similarly, coaches need to be identified and nominated as soon as possible to enable the technical sub-committees to operate.
 - (iii) Team Selection : Dates and procedures to be considered by a meeting of Section Managers and Coaches (Technical Sub-Committee) to be held early in January 1992.
 - (iv) Training (for competitors) : would be considered as part of the overall plan.
 - (v) Finance : Mr. Hunter reported that the approaches to local authorities had already raised £12,000 with a further £14,000 earmarked by certain authorities for local athlete support. Mr. Porteous referred to indications that the Scottish Office is aware of the need for support funding.
Governing Bodies were invited to give names/addresses of firms which might be willing to give sponsorship
(Note : although we did not raise our own actions/intentions on this issue there is a clear implication that we would be 'cutting out' the Commonwealth Games Council if we proceed to raise sponsorship independently - thought required on this issue.)
4. Timetable

The need for the identification of final selection dates was emphasised - all sports to give this urgent consideration - to allow compilation of the overall timetable.
The dates of the 1994 Games were noted as 18th to 28th August.
5. Press Liaison

Suggestion of a Media Plan had been put to their Press Officer (Mr, Casely) and a meeting is planned between, the Sports Council Press Officer and the Association Press Officers at the earliest possible opportunity.
Associations to nominate their Press Officers as soon as possible.
6. Performance Plan (Paper Tabled)

The SASA Wave Programme was again highlighted as the model which the Councils are looking for from all sports - such plans will be given favourable consideration for additional funding purposes. In that context, Mr. Porteous advised the Meeting that the Scottish Sports Council had recognised the need to give a funding commitment for a 3 to 4 year planning period. Other points raised under this heading included :-

 - (i) Nomination of Staff - although final appointment of staff cannot be made at this stage, Associations are asked to nominate staff to participate in the planning and development stages and as a preliminary to appointment - the Team should not be faced with 'new members' being nominated at the last minute. Nominations should include all support staff (medical, physio etc
 - (ii) Standards for Selection - those ranged from Bronze Medal (1990) through to finalists - recognised that different levels will apply and that a development element has been incorporated. Association proposals should be submitted in writing to the Commonwealth Games Council as soon as possible.
 - (iii) Appropriate levels of Competition

(iii) Appropriate levels of Competition

Mr. Porteous indicated that the Sports Council would give consideration for funding purposes to levels of competition which are part of the overall plan for preparation for the Games.

7. Sports Medicine/Science

Papers were tabled (and are available from the Convener on request). It was stressed that Association proposals for funding must include these elements. On behalf of Swimming, Mr. Smith raised the point that the facilities on offer (Cramond/ Jordanhill/ Inverclyde) were of less use to some sports - it was agreed that a flexible approach would be adopted.

It was also agreed that the sports should approach psychological preparation on a joint basis initially.

On Sports Medicine, the information sought at the last meeting had been tabled. The Medical Committee was asked to give consideration to priority facilities for squad members. In response to a question from the Convener, Dr. George Johnston (Medical Officer) indicated that he should be contacted in the event of any squad member requiring treatment - he would attempt to provide contact for immediate treatment free of charge on the NHS.

8. Consultation with Athletes

The Meeting agreed unanimously that the views of the potential participants should be sought and heard. However, there was no final decision on the method to be adopted - some considered invitations to individuals to be acceptable, others seemed to favour (as in the Swimming example quoted) formal meetings with their Squads which would be formally reported back.

The views of each Association will be sought by the Commonwealth Games Council.

9. Team Management Training

The Meeting strongly supported the Sports Council offer to establish Team Management courses for Section Managers : the programme will be identified and notified.

10. AOCB

Mr. Porteous floated the idea of a weekend seminar for the nominated personnel - further consideration to be given to this idea.

11. Date of Technical Sub-Committee Meeting

The date of the Sub-Committee Meeting for Section Managers and at least one Coach was identified as Tuesday 28th January 1992 at 6.30pm at Gyle

D.C.J.Brown
Swimming Convener
15th November 1991

'TOWARDS A NATIONAL STRATEGY FOR PERFORMANCE AND EXCELLENCE'

1. IDENTIFICATION OF TOP-LEVEL PERFORMERS

1.1 Education and Sports Bodies.

There is a need to build closer links between Education and Sports Bodies for all levels from Primary to Tertiary Education.....

-to clarify mutual objectives such as increasing participation levels in Sport;
-to develop screening processes to identify potential talent as early as possible;
-to direct those with such talent towards appropriate bodies for their development through teaching and coaching;
-to achieve, at Tertiary level, facilities and provisions for a balance of study and training which will allow the participant to achieve his/her potential in both.

2. CLUB LEVEL SPORT

2.1 Viability of Clubs.

There is a perceived need to examine our Club structures and to promote the development of clubs which are....

-of a size/membership which can provide teaching and coaching to a level consistent with an 'excellence' objective;
-able to obtain the services of top level coaches;
-able to encourage and develop volunteer/amateur input in terms of teaching, coaching and services;
-able to provide a range of activity levels which will reduce potential drop-out in middle teens;
-potentially multi-sport clubs.

2.2 Framework of Operation.

That there is a mutually agreed framework within which Clubs have a clear role which relates to their local schools, their local community and to the National Programme of their Governing Body....

-based on progressive development....
-through a programme (age-group) linked to the National Programme.

3. A NATIONAL PROGRAMME.

3.1 The Programme.

The establishment of National Programmes for each Sport; programmes which link with those of the Clubs and provide for the higher level performers by....

3.1 **The Programme.... continued.**

....progressive development through the provision of the highest possible levels of coaching;

....and a programme of international competition.

3.2 **Costs**

The need for recognition of the high costs associated with any such programme and therefore....

....of the need for significant investment in the highest level performers as identified through the National Programmes;

....of the return to the investors in the promotion of health, positive attitudes, national identity and pride.

3.3 **National Representation.**

The need to achieve opportunity to compete for Scotland and for the attainment of satisfactory 'federal' structures where GB representation is concerned....

....by regulation of funding for GB activities conditional upon agreed 'federal' structures for each sport.

4. **FACILITIES.**

4.1 **Availability of Facilities.**

There is a need to undertake comparison of relative national investment in Sport and Sports Facilities....

....to provide a reasonable basis of opportunity to train and to compete;

....to encourage the development of multi-sport complexes;

....to underline the facility developments previously identified (Sport 2000) as being essential.

4.2 **Cost of Facilities.**

There is need to achieve guidelines which are 'nationally acceptable' to facility owners to regulate charges for use of facilities for National level Programmes of training and competition....

....to offset actual costs of facility provision by subsidised use for 'officially recognised' Sports Bodies;

....to encourage sponsorship from facility owners (e.g. Local Authorities) for specified high levels of training and competition.

5. **INDIVIDUAL SUPPORT.**

5.1 **The Participant.**

The need to recognise that the commitment to training and competition necessary for European/World levels usually prevents the participant from holding a 'normal' job and from obtaining 'normal' income to set against the high costs of participation and therefore.....

5.1 The Participant continued

....that there is need for individual financial support to offset training and competition costs;
....that there is need for greater financial support for the top level National Squads.

5.2 Education.

There is need to encourage Universities and Colleges to give special consideration to high level performers in Sport through....

....curricular adjustments to allow for appropriate volumes and timing of training;

....significant levels of sponsorship/scholarship to offset costs of extended periods of study.

5.3 Employment.

The possibility of establishing a National Scheme (Government funded) for employers who give employment to National Level participants on a part-time basis....

....to promote business and local association with Sport;

....to give the participants a start in employment;

....to set an example to others to support Sport.

6. GOVERNING BODIES.

6.1 Value to Society.

There is need for greater recognition of the valuable contribution which Governing Bodies are making to society by....

....complementing education provisions;

....promoting health;

....providing a framework for individual development of young people, based on hard work, discipline and measured achievement;

....promoting positive attitudes;

....contributing to National identity and National standing.

6.2 Support for Governing Bodies.

That the Governing Bodies and their Clubs are largely dependent on voluntary workers and trained staff whose contributions to their communities and the Nation will be lost unless adequate financial provision is made....

....for realistic levels of operation of the Governing Bodies and their Clubs;

....for longer-term planning (3/4 years minimum) to facilitate effective use of all resources.