

Network Members:

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

**Meeting held on**

**Monday 23<sup>rd</sup> January 2017 at 6.30pm in the Lecture Theatre, Bath University STV**

- |   |                               |
|---|-------------------------------|
|   | Action                        |
| 1. Apologies for Absence: John Warren, Andrew Turner, Chris Metcalfe, Chrissie Lamb, Richie Lamb, Nick Bown, Julia Barton.  | n                             |
| 2. Minutes of Previous Network Meeting to be agreed and signed as true and correct record: Agreed and will be posted on website.  | SC                            |
| 3. Update from AS including SGM :<br>The MOU has been signed with Bath Uni we are to be known as Team Bath AS under the agreement. We are still a stand alone club with the Team Bath branding with own committee and still the Network Hub club. There is an SGM to change the name on Thursday 2 <sup>nd</sup> February 2017. Also constitution changes-agreed by those present at Network meeting.<br>The open meet made a profit of approx £8,500-thanks to those Network clubs who supported us with officials and entries.<br>Membership is increasing, but room for more.<br>Head Coach advert-10 applicants so far with 2-3 good applicants. Interviews to be held week of 30/01/17 hopefully.<br>Graham Antwhistle would still like to remain involved if his job in Wales allows. AS would like to create a role on the committee , this may involve organising masterclasses for the Network Coaches, mentoring AS coaches etc- <b>Network agreed.</b> |                               |
| 4. Matters arising from Previous Minutes not covered by Agenda Items<br>(1) Keynsham request that the competition policy at COB :a request that this item be delayed until we have a new Head Coach in position-agreed to be put on agenda next meeting.  |                               |
| 5. Aquae Sulis : Network Development Plan. : see below actions highlighted in red.  |                               |
| 6. Recruitment into AS from Network Clubs   |                               |
| 7. Open Meets: Level 3 in July-please support Venue TBC   |                               |
| 8. Update from the Network clubs. Norton Radstock, congratulations on their Silver award. Also suggested that letters be sent to Rio swimmers who are past/present members of AS also recognition of Steph Milward's MBE -suggested Life membership-Action Management committee to discuss asap.  | Management<br>committee<br>AS |
| 9. AOB:<br>1. Transition Squad-discussion. 2 lane s available for 10-11 year old swimmers on club head coach recommendation as an into into performance swimming. Monthly fee and details to be worked out and distributed to clubs-in principle clubs interested.  |                               |



Patron: Sharron Davies MBE

# Aquae Sulis Network Committee Meeting Minutes



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2. Please email club logo and 'club statements' to Jamie McNeil at communications.

Any Newsletter info to be sent also. Twitter need items to be re tweeted to support network. Jamie McNeil to come up with wording for Network Club websites and new poster for Network clubs to inform all Network swimmers.

Dependent on Logo from Bath University.

To share information around Network about items such as disability opportunities so they can be passed onto members. Any info on Networks club will be put on AS website to direct anybody searching to correct club.

3. All Network clubs to communicate with Kate Watts (AS swim 21) details of their Swim 21 officer to help communication and sharing of info.

4. Lyndsay request help for Lesley Leffers to help set up Talent camps in Wiltshire as they have been in Somerset for 11 year olds-need a coach

4. Social to be held at Bath Golf Club 4<sup>th</sup> March time TBC -ALL WELCOME please pass info to all ex members and friends at home network clubs,

10. Date & Time of Next Network Committee Meeting. In April Date TBC

Network Clubs

Wilts Clubs

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## Aquae Sulis Network Development Plan 2016-2020

### Key Objective 1

Work to develop and improve the quality of Coaching at Home Clubs by;

- The provision of Network Club Coaches workshops and training events
- Setting up a network coach mentoring scheme for level 1 and level 2 coaches
- Visiting all the Network Clubs to review their programme of coaching and provide feedback and support

#### **Specific targets**

Run: 2 X Coaches Meetings per annum.-agreed to run 2 coaches meetings per annum to coincide with the network meeting

Promote regional workshops and educational opportunities

Visit each Network Club at least once per season.

Additional visits as requested by Hub club.

#### **Who will be responsible?**

11. Head Coach supported by Training & Development Manager & network coaches

12. Network clubs

#### **Actions:**

**Workshops and forums information is provided by Emily and Lindsay. This is sent directly to clubs or to the network to distribute to the network.**

**Arrange when coaches meetings are to be held. This has done at the end of network meetings. In November it was held poolside and only 2 coaches attended (Chippenham and Norton Radstock). Could we book dates in advance.**

**Coaches are invited to attend poolside to any training session. This also includes Strength and Conditioning sessions. Timetable is available on the website. This can also occur between clubs. Advice from previous courses is that it is good to attend prior to a qualification to gain knowledge of the environment, swimmers and programme.**

**Coaches should be encouraged to visit programme once a year and AS aim to visit all network clubs (12 weeks per year at one a week).**

### Key Objective 2

Provide workshops and training events for Network Club officials and Committee Members.

#### **Specific Targets**

Conduct an annual network Training Needs Analysis and decide what workshops need to be delivered. This will be reviewed twice a year.



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### Who will be responsible?

Network clubs with the support of the ASPSC workforce officer and the ASA Club Development Officer.

### Actions:

The year is split into 2 groups: Sept- March then Feb-August

Request for training requirements to be sent to clubs in July for coming season.

To fill courses we need:

20 places for Safeguarding courses

16 for a Level 1 course

12-14 for a level 2

Team managers up to 20 people

Officials: as many as possible as courses are never full. Keynsham and Trowbridge continue to organise.

Aim: to train more team manager presenters of module 1 and module 2

If we travel abroad do we open up to experienced team managers from the network.

Promote Club Matters Guides: what are clubs missing

Continue to promote Young Volunteer programmes.

## Key Objective 3

Review Network Competition Calendar

### Specific Targets

Review annually competition calendar for the network clubs to ensure everyone is working towards the same goals.

ASPSC and network clubs on appropriate swimming competitions for all their swimmers from those that need their first taste of competitions to those entering nationals.

### Who will be responsible?

Head Coach and network coaches- ASAP and ongoing.

### Actions

**Aim to send out a calendar at least in advance of the coming season. This should cover events that are targeted for the performance club covering at least up until January then plans for the full year.**

**Club template of events would help clubs support each other with officials, enable swimmers to see friends, help clubs support each other with officials and income from**

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meets, identify where skills were lacking?

It also helps England Programmes see the number of events and leagues our swimmers take part in and the level of swimmers attending.

### **Key Objective 4**

Create a clear and structured pathway with defined parameters for swimmers to progress into ASPSC and exit back into home clubs.

#### **Specific Targets**

Head Coach to produce programme report outlining LTAD progress & future development

Squad Meetings to be held

Increased Coaching Team

#### **Who will be responsible?**

AS Head Coach with the support of the ASA Talent Office and network coaches.

#### **Actions Ongoing**

Entry and Exit criteria from TeamBath AS

Arranging a trial- identification of swimmers

Increasing numbers into home clubs

At age 18 where do members go?

Do we need a club link squad for development and those clubs without the resources of pooltime and coaches.?

### **Key Objective 5**

Regular network meetings

#### **Specific Targets**

Regular network meetings that enable all network clubs to contribute to and deliver on this network development plan.

#### **Who will be responsible?**

Network clubs with the support of the ASA CDO and English Programmes officer

**Actions** Network committee meeting run on **quarterly basis.**

Dates could be given in advance and discussion as to whether we vary the day of the week.

Discuss who attends from the club and what information they should know in advance to be able to help us gain and insight into how their clubs is running with regard to

- swimmer numbers, increases and losses,
- volunteers recruitment and retention, recognition,
- funding idea and successes,
- social events
- good practice and news
- whether they are struggling and need help in any area

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- do new letters get sent to all members, how much do you use twitter, websites for news

### Key Objective 6

Maintain SWIM21 network accreditation

#### **Specific Targets**

All elements to be completed, with information from all clubs within the network.

#### **Who will be responsible?**

SWIM21 coordinator, ASPSC committee with Head Coach, All network clubs

**Actions** To have all information for approval by Feb 2017

To look at an element each network meeting eg diversity, disability swimming, retention, LTAD, numbers with the network.

### **Aquae Sulis Network**

#### **Training Requirements Time Table**



#### **ASA Swimming Assistant (Coaching Course)- Level 1**

SOLD OUT-16 places

James Paramore is operating a waiting list.

Dates: 25<sup>th</sup>-26<sup>th</sup> Feb and 4<sup>th</sup>-5<sup>th</sup> March at Bath University Cost £240

#### **Officials Training- J1**

Date: Tuesday 7<sup>th</sup> February 2017 from 7pm to 9ish

Venue: Trowbridge Leisure Centre

Tutor: Paul Robbins

To enrol please contact Michele Greenan from Trowbridge ASC at

[michelegreenan@gmail.com](mailto:michelegreenan@gmail.com)

**You will need an ASA number prior to attending, contact your home club membership officer and £8.00 fee. Please bring a stopwatch if you have one.**

#### **Team Manager 1 module- Save the Date**

Date: Saturday 10<sup>th</sup> March from 9am to 12pm (TBC)

Venue: Lecture Room 1 Sports Training Village, University of Bath

Presenter: Chris Metcalfe

Cost: **Free**



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### **Time to Listen Course**

15<sup>th</sup> March 2017 at UWE from 6.30pm to 9.30pm

Booking through Wesport at a cost of £30

Time to Listen is a three hour workshop specifically for Club Welfare Officers. The workshop format is 'multi-sport'. In order to attend this workshop you must be your clubs Safeguarding Officer or CWO and have completed a SCUk Safeguarding & Protecting Children Course or equivalent in the last three years.

### **Club Matters- Organising our Own Workshop**

**The following workshops can be organised free of charge as they are funded by Sport England. Cost to the network would be room hire.**

**Club Finances      Club Structures      Marketing Strategy  
Business Planning**

The workshops typically last approximately 2 hours are open to anyone involved with a community sports club. Club Matters workshops are short training sessions, funded by Sport England and delivered across the country by Club Matters facilitators in a range of specific topics. The sessions will develop your skills, improve your knowledge and ultimately help you develop your club. They are for groups of at least 4 club and 8 individuals and build upon the content of the online resources, but also include case studies, topical issues, exercises and a discussion section.

**ASA Coaching Swimming Level 2- awaiting confirmation details from Wendy Dalton and IoS**

**Competition Calender attached-changes to communicate to Karen**



## Aquae Sulis Network Committee Meeting Agenda



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