



Patrons: Sharron Davies MBE, Stephanie Millward MBE

Team Bath AS Network Committee Meeting Minutes

Network Members:

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

Monday 10th July 2017 at 6.30pm in the Lecture Theatre, Bath University STV

Action

- Apologies for Absence: Dave B (KASC) Richie (Calne), BoA Chris Metcalf (KASC)
Emily (ASASW) Lindsay Dunn (ASA)
- Minutes of Previous Network Meeting to be agreed and signed as true and correct record: To put on website
- Update from Team Bath AS: Sean introduced himself as the interim Chair.
- Update from the Network clubs.
 - Frome:** Looking forward to Transition squads will promote. Membership is growing and sustainable. Using All Hallows school.
 - Corsham:** nothing to report fully supported the program.
 - Westbury:** nothing to report.
 - Chippenham:** waiting for updated criteria to see if interested swimmers are suitable.
 - Melksham:** supportive of new criteria.
 - Keynsham:** Numbers stable, new pool will be best in BANES with 25m and timing boards. At present take swimmers to regional level then refer to COB/TBAS. Keen to keep relationship open in the future.
 - NRSC**, :SW Regionals at Plymouth, two swimmers competing, thanks given to Chris for supporting our Head Coach Kay Willcox at the event. Workforce Co ordinator thanked for organising the Backstroke Masterclass, two coaches attended.
- Matters arising from Previous Minutes not covered by Agenda Items:
 - New Squad structure: Presentation attached presented by Chris. Feedback so far positive.
 - Parents education: 3-6 month period of review with swimmer/parent.
 - Competition calendar will be specific to each squad.
 - Psychology led sessions for parents and swimmers led by Bath University.
 - Nutrition talks to be held by Renee McGregor
 - online log book and wellness for each individual swimmer.
 - Multi-disciplinary training days-idea developing with Fiona Bowen (Somerset ASA)
 - Individual MOU's to be discussed with Lindsay at meeting on 17/7/17.along

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with exit strategy.

Will try and organise more Master-classes as very successful with coaches

-fantastic feedback.

Chris agreed to help any Network coaches with training for potential transition swimmers.

- AOB:
- Do Network want us to facilitate courses or would rather do individual courses-to feedback.
- Team manager 1 & 2 before Xmas. To investigate S&C course.
- Officials for meets-support needed. - **clubs advised to get entries in for sprint meet nearly full.** Nov Meet will be level 1/3:to be published soon.
- Request to Calne to update website-potential sponsors are checking our Network Clubs as well.
- Update on Network Development plan:

● **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?**
- **Head Coach supported by Training & Development Manager & network coaches**
- **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).**
- **Update from April meeting**

- At the April meeting Chris still to visit Calne and Keynsham
- CA wishes to strengthen communication. This will be ongoing as a blended performance pathway. Will look after any Network swimmer at Regionals/Nationals if wanted by clubs.
- Will reinstate Coaches meetings to run alongside the Network meeting- to be actioned from September and/or Emily to set up an online meeting forum for coaches.
- [Update from July meeting](#)
- **Backstroke Coaching Masterclass** run by Graeme Anthwhistle on June 3rd at a cost Network Clubs of £10 This was subsidized by the SW regional Swimming Committee. SOLD OUT- Attended by 19 coaches plus our coaching staff poolside. Fiona Bowen also visited that day and was able to see the network in action. Positive feedback from participants combining classroom with poolside activities.
- Information about regional workshops, opportunities and forums have been distributed to the network via club contact given to Team Bath AS

● **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.
- **Who will be responsible?**
- **Network clubs with the support of the ASPSC workforce officer and the ASA Club Development Officer.**
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- **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.
- [Update for July meeting- Courses provided since December 2016](#)
- **Officials course, J1 by Chris Metcalfe. Somerset ASA paid for the room hire with 11 candidates attending both workshops: 6 from Somerset and 5 from Wiltshire. COURSE FULL 20th June and 4th July 2017**

- Team Manager 1 course provided by Chris Metcalfe on 11th March 2017 attended by 16 people
- Safeguarding and Protecting Children Course run in December 2016 with 14 attendees
- New SWIM ENGLAND Coaching Assistant course (level 1) SOLD OUT with 16 candidates attending in Feb/ March 2017
- New SWIM ENGLAND Coaching Assistant course (Level1) 9 candidates on the blended learning course in June 2017
- Upcoming Course
- **NEW Swim England Swimming Coach qualification Blended learning starting 4th August 2017- advertised to region at a club offer price of £510**

● **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.
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- **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 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.**
- Update for April meeting
- Open Meet info: qualifying times harder in the South West region: Lindsay Lindsay/Adrian Dunn to investigate.
- Competition policy-agreed that this will run with the new squad structure and will be part of the criteria to be presented in July. There may be different policies for different clubs. What is right for the swimmers is the priority.
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- Update for July meeting
- The regional coaches subcommittee have met and discussed and this times will be set for all clubs in the region for Level 1 meets. This involves SW licencing and 7 head coaches from the region.
- Sprint meet on 10th September entries through Home Club. Home clubs to promote.
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- Upcoming meets for Team Bath AS: November 17-19th Level 1/3 combined to

include all swimmers from a club.

● **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?
- **Update for April 2017 meeting**
- At the April network meeting Chris introduced to network his squad Structure from Sept 2017-
- a personal development process for swimmers at Team Bath AS-presented by Chris
- Presented an outline policy-still work to be done on criteria.
- This is a plan for the next 5 years with potentially different points of access for different clubs.
- To present fully at July meeting to Network.
- Exit strategy: Will be addressed by Chris and advised to all clubs.

● **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 **Arrangements made for 4th March 2017 at Lansdown Golf Club**
- good practice and news
- whether they are struggling and need help in any area
- do new letters get sent to all members, how much do you use twitter, websites for news
- **April feedback from clubs**
- Corsham: club growing lots of young swimmers vibrant atmosphere. Very interested in the squad ideas.
- Trowbridge-no update
- BoA:no update
- Westbury: more, younger swimmers Swim 21 accredited. Suggested more involvement with FF5?
- Chippenham: Nigel reported a positive meeting with Chris.
- Keynsham:pool closure in a years time for major refurbishment.New programme in place with Andrew Turner doing a good job.To speak to Andrew about liaising with Chris, masters contact Charlie Stockford.
- ***Team Bath AS would like to extend their thanks to Chris Metcalf for all his help running Team managers course and maybe a J1 course.***
- Norton Radstock: no update
- Melksham : no update
- **Update for July meeting**
- Meetings arranged and notifications with agenda sent to all network clubs in advance. Meetings held on:
 - 23rd January 2017
 - 24th April 2017,
 - 11th July2017
- Individual club feedback to be given at each meeting as part of the agenda.
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● **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.
- **Update for July 2017 meeting**
- Swim 21 network accreditation attained for the year 2017-2018, renewal due February 2018
- Thank you to all members for their contribution
- **SWIM MARK OFFICERS:** Corsham have communicated with Kate Watts names and contact details of their Swim mark.
- **Disability Information request:** Chippenham and Team Bath AS responded.

Awaiting details from other clubs.

- Date & Time of Next Network Committee Meeting :TBC