



Minutes subject to approval at the next British Swimming Board Meeting

**BRITISH SWIMMING BOARD
Minutes of the meeting 7th-8th November 2014
Crowne Plaza, NEC, Birmingham**

Present:	Maurice Watkins	Chair	
	David Sparkes	Chief Executive	
	Simon Rothwell	ASA	
	Ray Gordon	ASA	
	Alex Kelham	ASA	
	Maureen Campbell	SASA	
	Robert James	WASA	
	Guy Davis	Independent Member	
	Craig Hunter	Independent Member	
	Mike Power	Independent Member	
	Adele Stach-Kevitz	Independent Member	
	Graham Edmunds	Athlete Representative	
	Ian Mason	Director of World Class Operations	
	Ash Cox	BS Head of Legal Affairs	(Saturday only)
	Kathreen France	Group Finance Manager	(Saturday only)
	Wendy Lockton	Administrative Support	
By Invitation:	Bernie Dietzig	Open Water Lead	(Friday only)
	Sam Greetham	ASA	

Min No: Welcome and Introductions

88. The Chairman welcomed members to the meeting and introduced Bernie Dietzig who was attending the meeting to make a presentation on the Open Water Swimming Programme.
89. **Presentation by Bernie Dietzig, Open Water Lead for the Word Class Swimming Programme**
- 89.1. The Open Water Lead gave a presentation introducing Open Water as a sport to the Board, the philosophy of the sport, an overview of the initiatives from 2014, results from the years competitions and a preview of the coming year.
- 89.2. The main headings of the presentation were as follows:
- 2008-2012
 - Open Water Swimming - Context
 - Open Water Philosophy
 - Programme Overview and Initiatives
 - Qualification Process 2014 – European Seniors, World Juniors and European Juniors
 - Senior Results 2014 – FINA and World Cups
 - Senior Results 2014 – European Champs, Berlin
 - Junior Results 2014 – Preparation Meet, Hamburg
 - Junior Results 2014 – European Juniors and World Juniors
 - Positive Open Water Developments
 - Areas of improvement/challenges
 - Sports Science – Outline of Projects

- 2015 Planning
- European Junior Championships Selection (initial thoughts)
- Senior Selection Process for 2015 World Championships
- Benchmark Meets 2015
- Further Planning and TBC's

- 89.3. The Open Water Lead was thanked for the informative presentation and the Board took the opportunity to ask questions and clarify several points.
- 89.4. The Board recognised the limited number of funded athletes in Open Water and discussion took place regarding how future athletes can be identified for the sport. It was agreed that athletes need to come from a swimming background with experience of 10 years plus of pool swimming behind them as a base.
- 89.5. Discussion took place regarding where Open Water should sit within the World Class Swimming Performance Management Structure. It was suggested that it may be beneficial for a smaller Management Sub Group to be formed to focus solely on Open Water swimming. It was agreed this would provide a check and challenge system that would hopefully benefit Bernie and the programme.
- 89.6. Detailed discussion also took place regarding the safety aspect of Open Water swimming. It was agreed work needed to be done in relation to Open Water Training Camp Guidelines to ensure that British Swimming is compliant in terms of providing a safe training environment.
- 89.7. The Open Water Lead was praised on the contribution he has made to the Open Water Programme.
90. Alex Kelham was formally welcomed to the Board Meeting, this was Alex's first meeting since taking up her position on the Board.
91. Adele Stach-Kevitz was congratulated on her new role as Chairman of Taekwondo Organisation Limited (subject to contract).
92. Craig Hunter was congratulated on his appointment to the English Institute of Sport Board.
93. **Minutes of the Meeting held 6th September 2014**
- 93.1. The minutes were agreed as a correct record.
94. **Matters arising from the Minutes not covered on the Agenda**
- 94.1. Min 78.10.1. The Board were informed that the ASA are still in the process of writing a strategy for Water Polo.
- 94.2. 78.5.1. The DoWCO provided an update to the Board on the public consultation that UK Sport are undergoing in relation to the funding arrangement for the Rio Olympic and Paralympic cycle. It was agreed that British Swimming would submit a corporate response which is currently being written. All Board members will be given the opportunity to review the document prior to its submission to UK Sport. Board members were also invited to submit their individual and Home Country responses in addition to this as they deem appropriate and necessary. All Board members confirmed they were comfortable with the process.
95. **Report of the Director of World Class Operations**
- 95.1. The Board were provided with an updated staffing structure for British Swimming and High Performance Swimming Ltd and were updated in terms of number of individuals employed by each organisation.

- 95.2. **Performance Management Group Report**
- 95.2.1. The DoWCO provided the Board with an overview of the results from the Performance Management Group Report. Discussion took place regarding the Performance Management Groups and their value. The DoWCO presented to the Board a number of recommendations following the survey which were discussed and agreed. The Board expressed the view that they feel more connected with Swimming and Para Swimming as a result of the PMG's but some work needs to be done in terms of the Diving PMG to ensure its effectiveness.
- 95.3. **BOA OQS**
- 95.3.1. The DoWCO provided an update to the Board on the BOA Olympic Qualification Standards for Synchronised Swimming and Water Polo and detailed discussion took place surrounding what these sports should achieve in order to take up their place in Rio should they qualify. The Board agreed a top 16 finish at the Olympic Qualification Tournament for Synchronised Swimming would be suitable and Water Polo to qualify through the official qualification route.
- 95.4. Discussion took place regarding the Performance Pathway Strategy. It was agreed papers would be brought to future Board meetings in relation to this strategy.
- 95.5. The DoWCO updated the Board in relation to the yearly reviews for the 3 funded sports. The Board had expressed at the previous Board meeting that the DoWCO should attend the update meetings for Para Swimming and Diving and the DoWCO advised the Board that plans were in place for this to happen.
96. **Report of the Chief Executive**
- 96.1. **Financial Matters**
- 96.1.1. The CEO advised the Board that the 2015/2016 budget is currently being mapped with a view to cut costs and drive income. Innovative ways of generating income are being explored. The draft budget will be presented to the Board at the February 2015 meeting.
- 96.1.2. The CEO updated the Board on the possibility of British Swimming and HPS Ltd being rolled into one company in the future. This would have VAT implications but these may be positive. This may be a proposal for the future.
- 96.2. **British Gas**
- 96.2.1. The CEO provided the Board with an update in relation to searches to find a replacement sponsor for British Gas. The Board were assured that the British Swimming sponsorship agents are working tirelessly on finding a new principle partner.
- 96.2.2. Detailed discussion took place regarding the split of the final cancellation payment from British Gas in terms of how this would be split between British Swimming and the three Home Nations. It was agreed the money would be best split equally four ways.
- 96.3. The CEO updated the Board regarding an initial meeting with the Jockey Club and what they can potentially offer British Swimming in terms of services. Further meetings to discuss this in more detail are being planned.
- 96.4. **Synchronised Swimming and Water Polo**
- 96.4.1. The CEO expressed the need for the ASA to continue to push hard for funding for Synchronised Swimming and Water Polo through Sport England as they have the relationship with Sport England.
- 96.5. **London Legacy**

- 96.5.1. The CEO outlined how much it had been proposed to increase the pool hire for the London Aquatic Centre. This matter has however been resolved following a meeting with them and budgets are intact. Meetings with other sports on the park have been arranged to try to strengthen our buying power. There are some issues that may benefit from working together, for example ticketing.
- 96.6. **UK Schools Games**
Discussion took place regarding the UK School Games and involvement of British Swimming in the event. It was agreed that the Games have a place in the calendar still as they provide an opportunity for more athletes to compete but the Home Countries should take responsibility for this event not British Swimming.
97. **Report of the Head of Legal Affairs**
- 97.1. **UK Self Assurance**
97.1.1. The HoLA provided the Board with the background behind the matter of UK Self Assurance. The Board agreed the “full assurance” evaluation.
- 97.2 **Anti Doping**
97.2.1. The HoLA provided an update on the matter further to the Report in February 2014. The Board instructed the HOLA to review the British Swimming Anti-Doping Rules and to make such changes as necessary to harmonise with UKAD’s Model Anti-Doping Rules, subject to FINA Rules. The Board confirmed they were comfortable with the approach. It was agreed that the HOLA should work with the HR Manager on the recruitment processes following the changes to the WADA Code and consider introducing a self declaration process.
- 97.3. **Disciplinary Procedures**
97.3.1. The HoLA outlined the consultation that has taken place in this area. The Board approved the procedures.
- 97.4. **Funding Appeal**
97.4.1. The HoLA provided the Board with an update on this matter. Given the short timescale, effective for various reasons, the Board were invited to exercise their power of delegation under the Procedures to ensure the hearing can proceed. The Board expressed a wish to have a Board member(s) at the hearing on the Panel. The HOLA to liaise with Maureen Campbell and Alex Kelham.
- 97.5. **Appointment of official for British Swimming Events**
97.5.1. The Board were provided with the background to this matter. The Board noted the policy.
98. **Report of the Group Finance Manager**
98.1 The Group Finance Manager provided the Board with an update on the British Swimming and HPS Ltd accounts.
- 98.2. Detailed discussion took place regarding the match marketing segment of the British Gas money. The Group Finance Manager was tasked with putting together a reconciliation of this pot of money.
- 98.3. **Para Swimming Manchester High Performance Centre**
98.3.1. Discussion took place regarding the Para Swimming High Performance Centre in Manchester. It was agreed June 2015 was the appropriate time to take stock on the number of athletes based at the Centre.
- 98.4. Discussion took place regarding the possibility of placing money in savings accounts to allow British Swimming to earn interest on that money. The Group Finance Manager was

asked to explore this to allow the Board to make an informed decision whether to invest the money in savings or not. There was also a treasury discussion on the merits of opening an additional bank account or accounts to mitigate risk.

98.5. The Group Finance Manager was thanked for the informative report.

99. **Communications Report**

99.1. Discussion took place regarding the Social Media Strategy. The Head of Communications will be asked to present the Strategy at the February 2015 meeting.

99.2. Detailed discussion took place regarding the website. The Board expressed a wish to explore having a dedicated website for British Swimming in future. The Board asked for this matter to be picked up again at the February 2015 meeting.

100. The Board were provided with an update on the recruitment for a new Independent Board Member for the Board.

101.1. **Data Protection Group**

101.2. An update was provided to the Board on this matter. The Board agreed British Swimming should have someone present on this strategy group due to the Strategy being a joint ASA and British Swimming venture.

102. The Chairman thanked the Board for their positive contributions to the meeting.

103. **Date of Next Meeting** – 6th-8th February 2015, De Vere, Mottram Hall, Cheshire