

**Minutes of the Swimming Wellington Board Meeting
24 August 2016, 7pm, Pelorus Trust House, Seaview**

Attendees:

Mark Berge (MB)
Allison Yannakis (AY)
Todd Morton (TM)

Greg Forsythe (GF)
Paul Matson (PM)

In attendance:

Henrietta Latham (HL)

1. Welcome	Discussion	Decision/Action	Time Frame	Responsibility
a. Welcome	Welcome to all present			
2. Apologies/Disclosures		Decision/Action	Time Frame	Responsibility
Apologies	Apologies: Chris Dyhrberg, Stephen Ross, Sam Rossiter-Stead Meeting Quorum confirmed No conflicts of interest noted	Apologies accepted Moved: MB/TM		
3. Environmental Scan		Decision/Action	Time Frame	Responsibility
	<ul style="list-style-type: none"> Breakers Club new constitution MB letter to Dom Post Editor in response to WCC CEO front page report on \$45m spend on pools and falling user numbers. At the heart of the matter is pool entry and hire cost increases. The WCC has an unequitable policy to recover as much as 40% of its pool costs from users. This is different to playing fields at 10% and libraries at 0%. 	<p>Action: Breakers Constitution circulated for Board review and feedback.</p> <p>Action: MB to confirm Wellington mayoral candidates and develop a set of key questions to gauge level of support for reviewing the 40% cost recovery policy. Candidates to be allocate across the Board to engage and establish position on sport and rec.</p>	<p>ASAP</p> <p>ASAP</p>	<p>HL</p> <p>MB / All</p>

4. Visiting Club	Discussion	Decision/Action	Time Frame	Responsibility
Visiting Clubs	No visiting Club			
5. Board Calendar/ Work Plan	Discussion	Decision/Action	Time Frame	Responsibility
a. 2016 SW AGM – 7 September 2016	Status of readiness for the AGM discussed Draft Annual Report tabled	Action: Annual Report confirmed for distribution	Completed	HL
b. Board Skills Matrix	Completed by those attending. Noted that with the retirement of SR the board will be short on legal skills.	Action: Remaining Board Members to complete. Refer Dropbox Board Matters	ASAP	Board
c. Risk Management Plan	AY, MB & HL met to further develop the draft risk register. Identified risks have been separated into Strategic and Operational risks. AY is working on identifying appropriate weightings and mitigations	Action: Draft Risk Management Plan to be reviewed Sep/Oct	14. 09.16	AY / MB
6. Strategic Items	Discussion	Decision/Action	Time Frame	Responsibility
a. Queensland State Champs	Feedback from swimmers, coaches and team managers from inaugural trip circulated & reviewed. Continued financial support discussed.	Moved: that the Board continues the support for the Queensland Trip Moved: PM/TM carried Action: Travel and accommodation quotes confirmed and applications to be submitted.	IMMEDIATELY	HL
b. Strategic Discussion – Age & Stage	MB spoke to a paper showing the development and needs of swimmers at each age & stage of their lives with the purpose of improving the Boards understanding of the entire market and identification of service gaps that could potentially be met by Swim Wellington, i.e. s continuation of the discussion on alternative income sources.	Action: Investigate assisting College Sport to keep young swimmers interested in swimming.	On going	GF/HL
c. Strategic Planning Session	Date for strategic plan workshop set – 9 October 2016, Pelorus 10am -3pm	Action: <ul style="list-style-type: none"> Outside representatives, MB to approach. Confirm numbers attending Book Pelorus. 	IMMEDIATELY	MB/ HL
d. Implementation of ‘Decision Register’	New register provided and will be maintained in the Dropbox	Action: Dropbox → Board Matters → Ensure all Board members have access	IMMEDIATELY	HL

7. Operational Swimming Matters		Decision/Action	Time Frame	Responsibility
<p>➤ SNZ response to Board numbers</p> <p>➤ WCC Meeting (feedback)</p> <p>➤ Cannons Creek Pool – outcome</p> <p>➤ Photography Policy implementation</p> <p>➤ Governance & Leadership Workshop</p> <p>➤ Dave Crampton – Complaint to WRAC</p>	<p>Confirmed a Board of 8 can be maintained by Swim Wgtn. MB Delegates Sunday 25th September.</p> <p>WCC presentation slides circulated. PM provided feedback on meeting with WCC and views of council staff. The political issue is the WCC cost recovery policy for aquatic facilities of 40%. This hasn't been achievable but has driven cost increases for all users. This is potentially a national issue for our sport as most council's apply similar policies</p> <p>No diving policy has been implemented immediately at Cannon Creek. PCA is still trying to work with PCC to find a solution.</p> <p>Implemented without issue during the Short Course Champs. Two accredited photography passes applied for & allocated.</p> <p>4 x workshops completed. Feedback from participants has been enthusiastic with all receiving benefit and requesting for follow-up sessions. Review of pilot completed with Sport Wellington which discussed how we might expand and develop this further within our sport. A valid and worthwhile investment in volunteer committees</p> <p>Moved into committee: 8:20pm Out of Committee: 8:30pm</p>	<p>Action: AGM Questions;</p> <ul style="list-style-type: none"> • Question the formal strategy plan for SNZ are moving forward • Addressing changes to MMP Policies etc. <p>Action: Refer action under Environmental Scan.</p> <p>Action: Board support to be offered and provided to PCA where needed</p> <p>Action: Based on very successful pilot confirmed that workshops will be an annual event. Funding application to cover costs for 2016-17 Action: Book follow-up session early Dec 2016</p> <p>Action: No further action required</p>	<p>Aug</p>	<p>HL/MB</p>
8. Consent Agenda	Discussion		Time Frame	Responsibility
<p>a. Payment for approval</p>	<p>Payments submitted for approval.</p>			
<p>b. Funding requests</p>	<p>➤ Events & Admin roles for 2016-17 season – application considered 23 Aug 2016 – outcome to</p>			<p>HL</p>

	be advised ➤ Application to First Sovereign or Four Winds to be considered for TiD.	Action: Complete applications	ASAP	HL
c. Inter Club/Regional Transfers	Transfers as per tabled report			
d. Records	Records as per tabled report	Consent Agenda Moved: PM/GF Carried		
9. Reports	Discussion	Decision/Action	Time Frame	Responsibility
a. Operations Report	Circulated with Board Agenda and 2017 Event Calendar tabled	Action: Event Calendar for 2017 approved for club distribution	Entry closing	HL
b. Financial Report	Circulated with Board papers Questions on end of year covered off.	Operations and Financial Reports moved and accepted Moved: GF/TM Carried		
c. Other Committee Reports	Qualified Officials; (as per attachment) MetroLeague support & viability to be assessed once entries closed off	Action: Board to be advised on MetroLeague support		
10. Minutes	Discussion	Decision/Action	Time Frame	Responsibility
	Minutes and Action Register circulated Action Register Update - Photography Policy Completed	Minutes are approved as true and accurate record Minutes confirmed Moved: AY/MB Carried		HL
11. Topics for next meeting	Discussion			
	<ul style="list-style-type: none"> • Cannon Creek – where to from here • 9 October Meeting: confirmed moved to Pelorus as a Strategic Planning meeting from 10-3pm 			MB
12. Meeting Evaluation	Discussion			
Meeting Evaluation -	Good meeting, well run.			
Meeting Closed:	Meeting closed : 9:00pm	Meeting schedule: <ul style="list-style-type: none"> • AGM, 7 September 2016, Pelorus House 7pm • Next meeting – 14 September, 2016 7pm Pelorus Trust House 		

8. Consent Agenda

a) **Payments:** as per the Management Report

b) **Funding request:**

c) **Internal Club / Regional Transfers**

Membership Number	Surname	Forename	Old Club	New Club	Request Date
952078	Tickle	Sidney	Porirua City Aquatics	Tawa Swimming Club	19/06/2016
947669	Betts	Alex	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	1/07/2016
949005	Brown	Zara	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	1/07/2016
949004	Brown	Luke	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	1/07/2016
374354	Forsythe	Jacqui	Karori Pirates Swimming Club	Capital Swim Club	1/07/2016
305687	Forsythe	Greg	Karori Pirates Swimming Club	Capital Swim Club	1/07/2016
951264	Jurgeleit	Josh	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	1/07/2016
954121	Taylor	Emma	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	1/07/2016
380996	Kilduff	Sam	SwimZone Racing	Capital Swim Club	2/07/2016
380995	Kilduff	Paige	SwimZone Racing	Capital Swim Club	2/07/2016
383411	Bakker	Matthew	Porirua City Aquatics	Tawa Swimming Club	3/07/2016
955269	Bakker	Daniel	Porirua City Aquatics	Tawa Swimming Club	3/07/2016
343367	Goodisson	Eva	Greendale Swim Club	Raumati Swimming Club	4/07/2016
955544	Palatchie	Mia	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	4/07/2016
955543	Palatchie	Blaise	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	4/07/2016
951266	Apperley	Ashton	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	5/07/2016
956443	Apperley	Robin	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	5/07/2016
951265	Apperley	Mace	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	5/07/2016
954094	Apperley	Natasha	Dannevirke Swimming Club	Breakers Swim Club Upper Hutt	6/07/2016
945514	Presling	Cooper	Porirua City Aquatics	Tawa Swimming Club	11/07/2016
947285	Presling	Matilda	Porirua City Aquatics	Tawa Swimming Club	11/07/2016
383418	Davis	Mikayla	Porirua City Aquatics	Tawa Swimming Club	13/07/2016
951804	Bigham	Katie	Raumati Swimming Club	Breakers Swim Club Upper Hutt	14/07/2016
960436	Bigham	James	Raumati Swimming Club	Breakers Swim Club Upper Hutt	14/07/2016
352003	Lund	Caroline	Ashhurst Aquanauts Club	Breakers Swim Club Upper Hutt	14/07/2016
959915	Tapelu	Carmel	Porirua City Aquatics	Tawa Swimming Club	15/07/2016
378533	Jencova	Annabella	Kapiti Swimming Club	Raumati Swimming Club	21/07/2016

952414	Carlyon	Macy	Kapiti Swimming Club	Raumati Swimming Club	28/07/2016
957774	Baddington	Zoe	Ice Breaker Aquatics	Porirua City Aquatics	29/07/2016
957773	Baddington	Amy	Ice Breaker Aquatics	Porirua City Aquatics	29/07/2016
956665	Gollan	Campbell	Comet Swim Club	SwimZone Racing	29/07/2016
956666	Gollan	Fergus	Comet Swim Club	SwimZone Racing	29/07/2016
312429	Cudmore	Jock	Carterton Swimming Club	Capital Swim Club	15/08/2016

d) Wellington Records

Manawatu Winter Champs, Freyberg Pool, Palmerston North, 9-10 July 2016											
Jedi Morland-Janes	KRI	14	200	FL	2.12.31	10.07.16	2.12.77	26.09.10	Ted Taylor	SC	1

SW Long Distance Meet, Coastlands Aquatic Centre, 23 July 2016											
Bronson Lloyd	PCA	13	1500	FR	16.35.40	23.07.16	16.59.33	09.06.12	Jacob Farr	SC	2
Bronson Lloyd	PCA	13	800	FR	8.51.14	23.07.16	8.55.41	12.09.09	Ted Taylor	SC	3

2016 ASA Winter Championships, West Wave Aquatic Centre, 22-24 July 2016											
Chelsey Edwards	SZR	15	200	FR	2.02.98	24.07.16	2.03.25	03.10.13	Maggie Burns	SC	4

2016 SW Winter Champs, Wellington Regional Aquatic Centre, 6-7 & 13-14 August 2016											
Bronson Lloyd	PCA	13	400	FR	4.16.91	06.08.16	4.20.29	05.09.09	Ted Taylor	SC	5
Orlando Cristobal-Mandel	CAP	12	50	BR	33.86	06.08.16	34.60	18.07.15	Benjamin Stirling	SC	6
Bronson Lloyd	PCA	13	200	BK	2.11.95	07.08.16	2.13.62	26.09.05	Gareth Kean	SC	7
Chelsey Edwards	SZR	15	50	FL	28.56	07.08.16	28.73	09.07.08	Samantha Lee	SC	8
Bronson Lloyd	PCA	13	200	IM	2.16.83	07.08.16	2.20.05	18.06.16	Own	SC	9
Chelsey Edwards	SZR	15	100	FR	56.57	07.08.16	57.64	09.09.95	Nichola Chellingworth	SC	10
Bronson Lloyd	PCA	13	400	IM	4.53.90	13.08.16	4.55.89	28.09.10	Ben Walsh	SC	11
Stevie Shipman	RAU	13	50	BK	30.75	13.08.16	30.75	03.08.14	Macy Burns	SC	12
Chelsey Edwards	SZR	15	200	FR	2.01.45	13.08.16	2.02.98	24.07.16	Own	SC	13
Orlando Cristobal-Mandel	CAP	12	100	BR	1.12.84	13.08.16	1.15.98	31.07.93	Jarrold Brown	SC	14
Bronson Lloyd	PCA	13	100	IM	1.03.48	14.08.16	1.05.45	31.08.03	John Gatfield	SC	15
Bronson Lloyd	PCA	13	100	FL	1.02.77	14.08.16	1.03.34	14.07.12	Jacob Farr	SC	16

Relays (Nil)

NZ Records (Nil)

Paralympic Records (Nil)

Qualified Officials List – SW Winter Champs 2016

The following were qualified as **Regional IOTs** during the 2016 SWSC;

- Tim Fowler Karori
- Chris Birkinshaw Karori
- Mark Huttley Capital
- Damian Grover Capital
- Carolyn Drahohs SZR
- Rae Abbott SZR
- Deborah Schofield-Matthews PCA
- Phil Reiher PCA
- Chris Gianos Tawa
- Clyde Rolston Tawa
- Justin Edge Carterton

Regional Judges of Strokes

- Will Neal Karori
- Neil Forlong Wanganui

Regional Starter

- Marco Cecioni

National IOTs

- Tania Lindop Masterton
- Jackie Unstead-Joss SZR
- Linda More SZR
- Greg Maddigan SZR
- Roland Huria Raumati
- Greg Cooper Tawa
- Pippa Player Capital

Being a true and correct record of the meeting held:

Date: _____

Swimming Wellington, Pelorus Trust House, Hutt Park Road, Seaview

P O Box 38 245, Wellington Mail Centre 5045

DDI: 04 5600381 F: 04 5600400 M: 0275021854

E: Operations@swimwn.co.nz W: wellington.swimming.org.nz