

HERTFORDSHIRE AMATEUR SWIMMING ASSOCIATION
EDUCATION COMMITTEE

Minutes of the meeting held at the Welwyn Civic Centre, Thursday, 11 Nov. 2010 at 8.00 p.m.

PRESENT: Philip Jackson (Chairman) and Derek Milton (Education Manager).

APOLOGIES FOR ABSENCE

ED10/77 Apologies for absence were received from Karen Huckle, Sheila Mackenzie (Association Secretary) and George Kent (President).

MINUTES OF PREVIOUS MEETING

ED10/78 The minutes of the meeting held on 9 September 2010, as considered by the Management Board on 13 October 2010, were accepted as a true record.

MATTERS ARISING

ED10/79 Re: ED10/61. Sheila Mackenzie has provided the latest swim21 status for clubs and she will also be able to make future updates available to the committee.

ED10/80 Re: ED10/62. New documentation for the combined ER/HASA funding scheme is now available and has been sent to all swim21 clubs directly from East Region.

ED10/81 Re: ED 10/64. Kevin Wray has confirmed that the Education Manager will be informed if any funding claims from HASA clubs are declined by ER.

ED10/82 Re: ED 10/66. Now that Leanne Brace has been appointed as an Aquatic Officer, Philip Jackson will contact her to discuss the possibility of a Helper course in Harpenden.

CORRESPONDENCE

ED10/83 Beaumont Diving Academy has enquired about funding for two diving teachers to take a trampoline course at a cost of £340 per person. It was agreed that the course is within the scope of the HASA funding scheme and Leanne Brace has confirmed that the club is working towards swim21 accreditation. Funding of 50% will thus be available to the club. Derek Milton will check the conditions for HASA project funding to establish if this could provide additional support.

ED10/84 Keith Belton has submitted an invoice for £810.20 to cover funding under the ER/HASA scheme. This was consistent with the expectations from the details provided by Kevin Wray and has been paid by the Finance Officer.

ED10/85 Bob Horne (Bishops Stortford SC) has asked about funding for a Level 1 course that received ER funding prior to the introduction of the ER/HASA scheme but did not receive HASA funding. This will be reviewed at a future meeting if the details, which have been requested, are supplied.

FUNDING FOR COURSES

ED10/86 Since 1 April 2010 funding paid directly by the HASA has been approved for nine clubs, there being 21 claims covering 63 course places and a total subsidy of £2,095. Thirteen of these claims were for courses notified before 31 March, which would now be covered by the ER/HASA combined scheme, and eight were for courses covered by the ongoing HASA funding process.

ED10/87 Since the last meeting there have not been any updates received for the commitment under the ER/HASA funding scheme.

DEVELOPMENT PLAN

ED10/88 The Action Plan for 2010 – 2011 was reviewed and the status is recorded in the attached appendix.

ED10/89 Derek Milton will update the Development Plan to cover 2011 – 2014 and provide an action plan for April 2011 – March 2012.

ED10/90 **CHILD PROTECTION AND WELFARE**
No matters requiring discussion.

ED10/91 **ANY OTHER BUSINESS**
None.

Next meeting to be confirmed

Expected to be Wednesday 26 or Thursday 27 January 2011

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Chairman – Education Committee

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Date

What do you want to achieve?	What is your target and when?	Status at 11 November 2010
1. Teacher/Coach/Helper Qualifications 1.1. Assist teachers and coaches to enhance their level of qualification 1.2. Promote the organisation and take-up of courses leading to ASA qualifications (Swimming) 1.3. Provide assistance for diving, open water, synchronised swimming and water polo courses.	90% of enquiries satisfied over the year. Increase the number of qualified teachers, coaches and volunteers. Sufficient courses to meet demand, including two ASA Helper Courses Sept 2010, March 2011. All disciplines contacted and demand established by end May 2010	Information regarding available courses is distributed to the clubs whenever it becomes available. Contact details for centres running courses are on the HASA web site, together with information about forthcoming courses. This information needs to be updated. Helper Course target achieved through Stevenage Leisure but the possibility of a course in Harpenden is being investigated. No requests from Discipline Managers.
2. Facilities Maintain a directory of approved facilities capable of and willing to facilitate ASA courses, through the ASA Regional Education Officer. NB. Appropriate contact is now Leanne Brace, the Aquatic Officer for Hertfordshire.	Current list updated by end May 2010	IOS Centres: Watford Central, Watford Woodside, Herts Sports Village, Sportspace Hemel, The Venue Borehamwood, Hitchin Swimming Centre, Haberdashers Boys School, Harpenden Leisure Centre and Royston Leisure Centre. Hatfield Swim Centre expected to be added soon. The Independent Approved Centres: Hartham Leisure Centre, John Warner Leisure Centre and Stevenage Swimming Centre. Confirmation / update awaited from Leanne Brace.
3. Support Structures Support clubs to find training and development opportunities for club volunteers, to enable clubs to achieve and maintain swim21 accreditation.	Identify support required by May 2010 90% of requirements satisfied.	Requirements for any additional courses to be established at Coach and Club Forums. Need to check with Ian Mackenzie.
4. Funding 4.1 Identify and facilitate available funding support for volunteers, teachers and coaches. 4.2 Distribute HASA funding for courses to assist all clubs achieve and maintain swim21 accreditation 4.3 Establish a combined HASA + ER funding process.	Sources identified by end May 2010 and the clubs of all eligible individuals assisted during the year. All requests for funding settled within 1 month of course completion Ideally within 2009 – 2010 plan, otherwise April 2010	HASA funding has been agreed to cover appropriate courses not within the scope of the ER/HASA scheme. Payment by BACS has helped to achieve rapid payment well within target. Combined funding scheme implemented from 1 April 2010. Improved documentation has been provided by ER.
5. Disabilities Assist in raising the profile of opportunities for disabled swimmers	All clubs with arrangements in place to integrate swimmers with disabilities.	The action for clubs is covered by swim21 requirements and the County Association is accommodating disabled swimmers in the county swimming events. Disability Swimming Committee now formed and Development Day planned for 19 February 2011.

Signed:(Chairman - Education Committee) Date