

**SWIMMING NEW SOUTH WALES LTD.
SINCE 1896**



MINUTES

STATE FORUM

SATURDAY 26 JULY 2014

**COURTYARD BY MARRIOTT NORTH RYDE
7-11 TALAVERA RD NORTH RYDE**

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PRESENT

BOARD OF DIRECTORS

Pat Troy (President)	Graham Towle	David Goff	Helen Deas
Mark Heathcote (CEO)	Suzanne Bergersen	Mark Payne	Janelle Barnett

AREA DELEGATES

AREA	DELEGATE	AREA	DELEGATE
ACT	Jennifer Dunstan	Coast & Valley	Jenny Schwetz
North Coast	Ann Pilkie	Metro North East	Judy Tier
Metro North West	Jeff Thompson	Metro South East	Jo Wazny
Metro South West	Richard Galea	Southern Inland	Michael Donnelly

CLUB DELEGATES

CLUB	DELEGATE	CLUB	DELEGATE
Aquablitz Toongabbie	Denise Andree-Evarts	Bankstown Sports	Neil Rogers
Canberra	John Skene OAM	Carlile	Adrian Roestorf
Castle Hill RSL Dolphins	Matthew Erwin	Cherrybrook Carlile	Jo O'Malley
COSAC	Sandra Browne	East Maitland Olympic	Judith Duma
Engadine	Deirdre de Plater	Katoomba RSL	Walter Hitchell OAM
Kempsey	Margaret Jopling	Lane Cove	Lesley Pike
Laurieton	Margaret Cornall	Lismore Workers Swim Team	Donald Law
McCredie Park Aquatics	Scott McDonald	Menai	Maree Pavlovec
Merrylands	Peter Johnston	NC Aquatic	David Kennedy
Novocastrian	Russell Waugh	Parkes	Barbara Weaver
Parramatta City	Graham Taylor	Peakhurst	John Owen
Ryde-Carlile	Terry Wilson & Diane Seary	Sans Souci Sea Devils	Philip Speet
SOPAC Swim Club	Andrew McKenzie	Swimwest	Jose Jalvo
Sydney University	Michaela Ferrier	Twin Towns Services	Helen Green
Ulladulla	Kylie Hoyer & Leah McPherson	Woodenbong	Jennie Riley

VISITORS

Jarrood Anthony	Narelle Duggan	Pia Farmilo	Pam Weste
Michael Birmingham	Christine Birmingham	Mark Daulby	

APOLOGIES

Chris Myers	Lynn Elliott	Tek Samuel OAM
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PRESENTATION No. 1

The CEO announced, and the President presented the banners to recognise the Top Ten point scoring clubs through Swimming NSW Championships conducted between 1st April 2013 and 31st March 2014.

The top ten clubs were:-

1. Carlile
2. Trinity Grammar
3. SOPAC Swim Club
4. Cherrybrook Carlile
5. Tuggeranong Vikings
6. City of Sydney
7. Auburn
8. Sydney University
9. NC Aquatic
10. University of NSW

PRESENTATION No. 2

Mark Daulby from Bespoke Application Integration who had been contracted by Swimming Australia to assist with the implementation of the APT project provided a presentation on the current status of the project.

Firstly, Mark provided the meeting with an overview of the history of the project to date as well as some of the reasons the project had been delayed. Mark reported that in June this year Swimming Australia had revised the project development and implementation process with the view to achieving greater outcomes moving forward.

Mark then outlined this revised process, noting that the immediate goal was to ensure that Online Membership Renewals were fully operational and working well for the States that had already rolled over their memberships and also that they would be ready to complete the rollover for the remaining states in September/October. The other immediate goal was to import all of the Online Results data so this could be used for Online Meet Entries as soon as possible.

Mark then provided the meeting with an outline of the resourcing for the project moving forward and how this would better suit the needs of the project and also ensuring that when the system was fully implemented it would exceed the expectations of the end users i.e. Registrars and Race secretaries.

Mark provided a status report on Victoria, Northern Territory and Queensland who had rolled over their membership renewals in early July. There had been some tweaks that had needed to be made, but overall there had been only minor issues and these were being worked through by the project team. Mark reported that outstanding club funds had recently been distributed and funds would now be distributed on a more regular basis.

Mark then outlined some broad timeframes moving forward and also what the next steps would be for NSW Clubs to do in preparation for the registration renewal process to commence in September. This information would be circulated to all Clubs from the Swimming NSW office by Michelle Johnson who will provide checklists for Clubs to work through to ensure everything would be in place for the rollover.

Throughout his presentation Mark answered questions that Clubs and Areas had on certain components of the system. Both Mark and Mark Heathcote advised that if there were any questions that couldn't be answered at the meeting then to please forward these through to Mark Heathcote and he would follow these up with the project team and provide answers back accordingly. Clubs and Areas were also asked to that if there were any immediate improvements that could be made to system to also forward these through to Mark Heathcote. Mark Daulby was then thanked for attending the meeting and giving his presentation.

Mark Heathcote then provided the meeting with an outline of the proposed workflow for Meet Approval Process that would be integrated into the APT system. Mark explained how the results database moving forward would be compartmentalised, so all results could be shown in the online database but depending on the meet where the time was swum would determine if it could be used for qualifying purposes or not. Mark explained that the workflow was still in draft format and once it had been finalised it would be circulated to Areas and Clubs accordingly. Mark then answered a few questions in regards to this and then the meeting broke for lunch.

PRESENTATION No. 3

Swimming NSW CEO, Mark Heathcote gave a presentation on the Swimming NSW High Performance Committee. Mark outlined that the Committee aims to bring together the key strategic decision makers from Swimming NSW and its stakeholders to assist the Board and Management with the delivery of our strategic objectives.

Mark reported that key projects that the Committee had been working on this year had been;

- The continued the development of the SNSW High Performance Plan
- The review of all the relevant SNSW Development Squad Selection Criteria
- Conducted a search for a new Swimming NSW Coaching Director position
- Completed the restructure of the Emerging Talent Squad Program
- Provision of a supporting framework for the NSW Based Podium Performance Centres and Podium Potential Centres
- Supported the SNSW Coach Development Framework
- Provided advice on the Swimming NSW Competition Calendar
- Provided advice on the Age Development & Junior Sharks Development Squad Programs
- Assisted with the review of the Area Development Program

Mark then provided the meeting with further information on some of the items above, specifically the restructure of the Emerging Talent Squad and the focus on improving the daily training environment for NSW athletes. Mark then outlined the role the Committee had played in supporting the Coach Development Framework and also in the search for a Swimming NSW Coaching Director position.

Finally, Mark provided the meeting with an update on the Swimming NSW Area Development program which had been reviewed and amended this year to provide standardised curriculum activities for each level of squad across the State. Swimming NSW also provided coaches to the various Area Development activities which ensured that regional athletes were receiving a similar level of service to their metropolitan counterparts. Mark reported that to date the revamped program had been well received but would still be reviewed later this year to ensure any necessary improvements could be implemented for next year's program.

PRESENTATION No. 4

Swimming NSW CEO, Mark Heathcote and Helen Deas, Swimming NSW Director gave a presentation on the new Working with Children Check.

Mark provided some background information on the new legislation that had recently come into effect that would change the way the sport of swimming dealt with the Check and the importance of Clubs and Areas making themselves aware of the changes. Mark reported that the safety, welfare and wellbeing of children are of priority concern for Swimming NSW. Mark noted that the new check would apply to Volunteers who volunteer within a sporting context from the 1st of January 2015.

Mark reported that there were some exemptions for Volunteers and he outlined what these exemptions were. Importantly Mark reported that despite these exemptions, Swimming NSW, as part of its ongoing commitment to the safety, welfare and wellbeing of children would be asking all Volunteers who participate in Swimming NSW run events and activities to undertake the new Working with Children process prior to the 1st January 2015. Swimming NSW would be strongly encouraging all Clubs and Areas to adopt the same stance.

Mark then outlined the process for individuals who were engaged in Paid Employment as opposed to Volunteers as no exemptions were applicable for those in paid child related work.

Mark & Helen then outlined the new Working with Children Check process for individuals, specifically what steps they would need to take to complete the Check. Following this they outlined the process that Clubs and Areas would need to undertake to check that the applicable people had been cleared to work with children.

Throughout the presentation Mark & Helen showed some templates that Areas and Clubs could use to document this process and also to let their members know what their own obligations would be. Mark reported that these templates would be made available on the Swimming NSW website for Clubs and Areas to download. Swimming NSW would also provide a Member Declaration Form template that Clubs and Areas could use in circumstances where a volunteer wanted to assist on the day of a particular event and there was sufficient not time to complete the Check. Although not ideal this signed declaration would give the Club or Area some protection.

Mark then noted that as the legislation was different in the ACT, Swimming NSW would be recognising volunteers who completed the Check in the ACT and wished to work in NSW at Swimming NSW events and activities. Mark & Helen also reiterated that the Working with Children Check was only one tool that can be used to protect Children and Young people in our sport and that Clubs and Areas should make themselves aware of the Swimming Australia Member & Child Welfare Policies and Procedures as well as the Swimming Australia Behavioural Guidelines.

Mark then provided the meeting with a brief update on the Royal Commission process to date and advised that as the process progressed further, Swimming NSW would provide Clubs and Areas the necessary information on any changes to procedures based on the outcomes of the process.

Mark and Helen then answered any questions the meeting had on what had been presented and noted that the presentation along with the relevant templates would be placed on the Swimming NSW website shortly after the meeting. Further information could also be found at the Office of Children's Guardian website, www.kidsguardian.nsw.gov.au.

FORUM CLOSURE

Swimming NSW President, Patrick Troy thanked everyone for their attendance and contributions and then closed the Forum at 2.45pm.
