

Our Vision – New Zealand’s Top Performing Region

**Minutes of the Swimming Wellington Board Meeting
Tuesday, 14 June 2022, 5.30pm @ KPMG Offices**

Board members attending

Chris Birkinshaw (CB)
Brigid Borlase (BB)
Istvan Csorogi (IC)

Nathan Thomas (NT)
Kate McDonald (KM)
Mike Heath (MH)

In Attendance

Angus Pashley (AP), Executive Officer

Agenda Item	Discussion	Decision/Action	Timeframe	Responsibility
1 Meeting Opening				
1.1 Agenda confirmation	The Board confirmed the agenda.			
1.2 Apologies	N/A			
1.3 Director Conflict of Interest – new/changed disclosures	KM recently changed roles & NT recently taken up ACC contractual work	The Board noted the updated conflicts.		
1.4 Environmental scan, including any significant updates relating to our clubs, Nuku Ora, Sport NZ and Swimming NZ	Recent North Island Secondary Schools event experienced some technical issues at the pool. Need to connect with HTS and MM to ensure all in order for SW Short Course. AP noted Viv Morton’s announcement as a recipient of a Queens Service Medal for her services to swimming. Due recognition for a stalwart of Wellington’s swimming community.	Noted		
1.5 Minutes of last meeting (26/04/2022)	There were no changes or comments on the draft minutes of the prior Board meeting (26/04/2021)	Moved KM, seconded BB - approved		
1.6 Review of action items	AP reviewed the action items with the board	Fees review completed and new membership categories communicated to clubs	Ongoing	AP
2 Membership & Events	Discussion	Decision/Action	Timeframe	Responsibility

2.1 Event report – Distance	AP shared FM’s Distance report. Numbers were up again, positive signs for distance swimmers in the region	The board noted the report provided a good summary of the event and passed on their thanks to FM	N/A	
2.2 SNZ/SW website development	Currently under development with SNZ. National site has gone live already and 2/3 regions likely to follow with an upgrade to the new platform	Trial the new site with a few clubs in beta stage. Work with SNZ to ensure full migration from the old site.	31/07/22	AP
2.3 2022/23 fees	Communicated as discussed, with a reduced Junior competitive fee and an increased senior competitive fee	To be highlighted to clubs and prospect members in the next newsletter	31/07/22	AP
2.4 ADP 2022	Noted that there was a small delay with releasing the squads as obtaining correct data on results from the last 6 months has taken longer than expected. Squads currently at sign off from coaches stage	To release squad shortly after Short Course Championships	01/07/22	AP
3 Governance & Policy Matters	Discussion	Decision/Action	Timeframe	Responsibility
3.1 Strategic plan & Business plan	<p>Consultation – framework goes out to clubs and committees for two weeks, after which the board will work with the clubs on the actions and measures for the first year</p> <p>Business planning – this strategy only comes to life once we have actions and measures, therefore a business plan will need to be developed for the 2022-23 year.</p>	<p>KM and IC to work with AP on what goes into the Business Plan.</p> <p>NT to work with AP on the budget which will also help shape the business plan.</p>	19/07/22	AP/KM/IC/NT
3.2 Swimming NZ inclusive swimwear policy	Table and noted by the board	Board request that RTOP be consulted with any practical implications of the new policy.	26/04/22	CB/BB/AP
4 Management report	Discussion	Decision/Action	Timeframe	Responsibility
4.1 Management report	BB noted that a review of some policies was due at the next board meeting.	AP to gain more information on how the pools allocate lane space to competitive swimming within the region.		

	Belgravia leisure to play a more supportive role in helping Masterton Swimming Club, the club likely to have event days supported by pool management in 22-23 season.			
5 Matter for Approval - consent	Discussion	Decision/Action	Timeframe	Responsibility
5.1 Financial report and Payments	NT presented the 6 weekly financial report CB queried what looked like double payments in the June batch payment run. AP confirmed this was a reporting error in Xero and not repeated payments.	The Board: <ul style="list-style-type: none"> • approved the June financial report 		NT/AP
5.2 Funding applications	Funding applications tabled with: <ul style="list-style-type: none"> • One Foundation • Pelorus 	The Board approved the funding applications tabled		
5.3 Transfers and records	The transfers and records were tabled.	The Board approved the records and transfers presented.	N/A	
6 Other business	Discussion	Decision/Action	Timeframe	Responsibility
7.1 In-committee items	N/A			
8.2 Any other business	N/A			
7 Meeting Close	Discussion	Decision/Action	Timeframe	Responsibility
7.1 Meeting Evaluation		AP and NT to follow up on Officials support	Ongoing	AP/NT
7.2 Future Meeting Dates	Tuesday 19 th July, 17:30 at KPMG offices or Microsoft Teams			
Meeting Closed:	Meeting closed at 7.16pm			

Being a true and correct record of the meeting held -



Date – 14/06/22