

ASA East Region

Swimming Officials Group



Minutes of a meeting held at the Regional Office, Kentford on 15 November 2015

Present:	Mr. David Metcalf	Manager of SOG	DM
	Ian Knight	ER Board Member	IK
	Gerry Metcalf	Bedfordshire	GM
	Kay McGuire	Essex	KM
	Tony Smith	Norfolk	TS
	Stephen Christian	Suffolk	SC
	David Robinson	Masters Swimming Committee	DR
	Bob Outtram	Specialist (Disability and IT)	RO
	Chris Galer	Specialist (Referee Training)	CG

Apologies:	Nigel Brigham	Cambridgeshire
	Jonathan Pope	Hertfordshire
	Dave Harman	Disability Committee
	Paul Kendall	Open Water

Ref No		Action
15/17	Declarations of conflicts of interest None notified.	
15/18	Minutes of the previous meeting Accepted.	
15/19	Matters arising from previous minutes not on the agenda 15/06 - FINA Rules Update 2013 CPD updated following the Doha Fina Congress 2014. The updated CPD has been circulated to all County Reps. for presentations. 15/09 - Para Swimming CPD had been presented by DH at Newmarket on 14 June 15.	
15/20	Ratification of items agreed since the last meeting No items.	
15/21	Activities Completed since the last meeting DM reported that the Regional Referee Refresher course took place on the 6 September 15 at Freckenham was a success. 34 Referees attended the day, topics covered were Judge Training, gala Licensing, Race Results refresher, Fina Rules updates, protests, Para Swimming Updates, 2016 BS Referee proposals. Documents can be found on the regional website http://www.eastswimming.org.uk/swim/index.php/swimming/swimming-officials/referee-cpd	
15/22	Activities planned before the next meeting DH is presenting Para Swimming Updates for officials on 29 November 15 at two locations in the region, at Freckenham and Flitwick Village Halls. Updates following the recent IPC Rules updates that followed the FINA changes will also be covered.	DH

Regional Referee course for candidates taking the 2016 Referee Examination. See section15-27

15/23 British Swimming / ASA SOG Updates

1. **ASA Course Leaders Training Day 10 October 2015** – DM spoke about the national meeting for County and Regional Officials coordinators. Each county in the Region was represented by at least one person. The day was intended to refresh and standardize procedures in England. Various procedures and ideas were discussed, the presentation closed with agreement that some procedures work best locally in Regions, due to local circumstances.
2. **Poolside Assessments** - A presentation of the national process for assessment of swimming officials was given, the original process was set in 2008. It was clear that various counties/regions had varied the national procedures. An open discussion took place, with Mark Davies (Chair of ASA SOG) agreeing to review the paperwork and procedures. The regional representatives were in general agreement that the local procedures in the East would continue. All county reps. agreed to review their local assessors and course leaders and submit a fresh county list for approval. DM would send each county a list of their current assessors and course leaders to review and amend if required.
3. **BS Referee Training 2016 Onwards** - Neil Booth gave a presentation on the new process for 2016 together with restrictions on the number of re-sits a candidate could do and time limit on poolside assessments and how many following the date of being notified of the pass.
4. **FINA Officials from Abroad** - Helen Akers gave a presentation on the requirements and procedures to register as a BS official by FINA officials from abroad.
5. **CPD for Starters who act as Referees** – ASA are producing a PowerPoint type CPD which will be available via the IOS website for starters who act as referees at lower level galas. It gives the candidate a very brief overview of the duties, requirements, responsibilities of the referee together with a short insight into protests and race results. It is hoped to be available in early 2016. East Region have had significant input into this CPD from the start.
6. **BS Mentoring CPD** – DM reported that BS had produced a new version of the mentoring CPD, which had been circulated to County coordinators.

DM and All
county Reps.

15/24 Updates from County representatives

Various topics and issues were discussed; some had been covered earlier at the meeting.

15/25 ER SOG Key Performance Figures (KPI's)

Details of the SOG KPI's were circulated for the period 1 April to 30 September 2015, quarters 1 & 2 of the reporting period. These continue to reflect well nationally.

Qualification	Applications received	Passes
Timekeeper	105	103
Judge L1	94	28
Judge L2	24	9
Judge L2S	18	16
Number of CPD Events	No. of Opportunities	No. of Attendees
Contemporary Issues	3	40
FINA Rules	2	32
Mentoring of Officials	0	0
Disability Awareness	1	10

15/26 ER SOG Development Plan and Annual Budget

DM produced a draft 4 year development plan based on a standard ongoing ER SOG template together with a development plan for 2016-17.

DM

A discussion took place on the contents and it was decided to add an extra 1 day CPD for Disability. RO would present the BS CPD “ **Introduction to officiating at events that include swimmers with a disability**” at Freckenham Village Hall in the summer. This CPD would be in addition to the CPD also being run by DH at the Regional Disability gala in 2016.

RO

15/27

ER Referee Training

CG gave an update on the 2015 Referee trainees course since the last meeting. DM reported in the region 7 candidates sat the examination in November.

Proposals for the 2016 Regional referee course were discussed together with the changes to the county gala window. The dates may have to be changed to a different time of the year from previously.

CG/DR/DM

15/28

Terms of Reference of the ER SOG

The committee reviewed the regional Swimming Officials Group terms of reference, it was decided that no change was required.

15/29

Recommendations to the Board

1. No change to the terms of reference for the Swimming Officials Group

15/30

Any Other Business

DM gave an update on the latest situation regarding licensing of galas within the East Region and proposed change to having a regional Licensing Panel, together with a Regional Licensing Officer.

It was noted that Roger Howkins was no longer the Regional Licensing Officer, all applications for galas are sent to the Regional Office using only the licensing email address and not Roger's personal email address. (licensing@eastswimming.org)

15/31

Date of the Next Meetings at Regional Office, Kentford

10 April 2016

20 November 2016 – to be confirmed