

ASA East Region

Swimming Officials Group



Minutes of a meeting held at the regional office, Kentford on Saturday 10th November 2012

Present:	David Metcalf	Manager of SOG	DM
	Joan Wheeler	ER Board Member	JW
	Gerry Metcalf	Bedfordshire	GM
	Ann Smith	Cambridgeshire	AS
	Kay McGuire	Essex	KM
	Marilyn Hughes	Hertfordshire	MH
	Tony Smith	Norfolk	TS
	Dave Whelan	Suffolk	DW
	David Robinson	Masters Swimming Committee	DR

Apologies:	Paul Kendall	Open Water
	Bob Outtram	Specialist (Disability)
	Chris Galer	Specialist (Referee Training)

Ref No DM welcomed GM to the meeting as the new Bedfordshire ASA representative **Action**

12/15 **Declarations of Interest**
No Declarations of interest

12/16 **Minutes of the previous meeting**
The minutes of the previous meeting (18/02/12) had been circulated and accepted in February 2012 to allow the minutes to be published and circulated to the ER board.

12/17 **Matters arising from previous minutes**
None

12/18 **Long Service Award**
East region gold pins were presented to Kay McGuire and Tony Smith. The award is only presented to those who have completed six years active service within a regional role.

12/19 **British Swimming Updates**
It was reported that Jane Davies (BS Officials' Secretary) is retiring in December 12, her successor is likely to be appointed before the end of the year.

The latest officials course application forms (issue25-Nov 12) for [Timekeeper](#) and [Judges](#) were circulated and to be taken into immediate effect. The new forms now request the DOB of each candidate.

DM is attending a national officials meeting on 25/11/12, any items for this meeting to be forwarded to him.

12/20

County Updates

General discussions took place concerning training courses and current issues within the counties. Everyone was reminded that each county has agreed to run at least one Contemporary issues and one FINA rules update each calendar year to aid development of officials and allow persons to re-licence.

It was requested that assessors check the current details of the person being assessed in case their name and address has changed since they applied for the course. Any changes to be notified to DM at the same time as informing him of successful passes.

ALL

DM explained that during the last 12 months, he had conducted an experiment within Bedfordshire, where each club, nominated a single point of contact (SPOC) for officials. It had gone very well, each SPOC was able to contact each other and deal with issues and the information sent was disseminated down to the club officials in a timely manner. DM suggested each county to consider doing the same as a way of contacting clubs.

12/21

ER Performance Figures

Details of the SOG KPI's were reported, these continue to reflect well nationally.

July to September 2012 (Jan to Sept 2011 figures in brackets)

Qualification	Applications received	Passes this quarter
Timekeeper	58 (84)	95 (74)
Judge L1	111 (135)	44 (46)
Judge L2	48 (51)	12 (28)
Judge L2S	12 (31)	9 (12)
Number of CPD Events		
Contemporary Issues	3	41 attendees
FINA Rules	1	15 attendees
Mentoring of Officials	2	25 attendees
Disability Awareness	1	18 attendees

12/22

ER Technical Officials Courses

The following ER courses were agreed for the coming financial year: -

- ER referee refresher course (1 day) September 2013, 2015 & 2017 (07/09/13 booked)
- ER Open Water JL1 & JL2 courses (27-28/04/13 booked)
- FINA Rules CPD (Counties to facilitate – one each county)
- Contemporary Issues CPD (Counties to facilitate – one each county)
- BS Disability Awareness Course for technical officials – central by ER (21-04-13 booked)
- Mentoring of officials CPD (Counties)

DM/DR
PK
ALL
ALL
DM/RO

12/23

ER SOG Development Plan 2013-2017

DM presented a SOG development plan for the forthcoming quadrennial, together with a proposed budget for the forthcoming financial year. A discussion took place regarding the contents and the measurement mechanisms.

DM

It was agreed that the annual SOG Referee trainee course that is run within the region at Kentford, would only go ahead each year, if a minimum of 4 ER candidates attended the first training session.

12/24

ER Referee Training

Stuart Tawn and Stewart Murray are attending on 18/11/12 BS referee course leader training and have agreed to become 2 additional course leaders. Stuart for Cambridgeshire and Stewart for Norfolk.

The BS referee examination dates for 2013 are:-

Saturday 11th May 2013 – re-sit for the November 12 exam

Saturday 2nd November 2013 – November examination plus additional re-sits

12/25

Licensing of Officials

The region continues to pay the BS licence renewal fee for officials that meet the conditions set by the SOG. It is now becoming the norm that newly qualified officials in the main do apply to become licensed. Assessors are requested to encourage candidates to apply once they receive the application form from David Metcalf.

The meeting noted licensed officials figures 549 - July 12, 559 - October 12.

New licensing guidelines for swimming competitions came into force on [1st September 2012](#), the main changes are: -

- A licensed referee for every session at a level 3 meet
- No level 4 open meets
- The referee for a level 4 meet, the minimum qualification to act in this role is a licensed JL2S for every session
- Officials training to become JL2S (starters) cannot start at any level 1 or 2 meet (includes County Championships) and **cannot** be assessed at level 1 or 2 either
- Officials training to become JL2S (starters) can only observe and not be assessed unless level 3 or below

ASA membership details can be checked on the membership pages of the ASA website. The link will take you to the correct site.

www.swimmingresults.org/membershipcheck/

12/26

ER Galas – Officials Allocation

DM will continue to send out individual applications for each gala to enable the applications to be administered more effectively, and will ensure that a copy of the application form each time is placed on the regional website.

DM

http://www.eastswimming.org.uk/swim/index.php?option=com_docman&Itemid=326

- 12/27** **AOB**
None
- 12/28** **Recommendations to the Board**
None, Board to note East region gold pins were presented to Kay McGuire and Tony Smith
- 12/129** **Date of the Next Meetings**
Sunday 10th February 2013 at Kentford – 1:30pm
Sunday 8th September 2013 at Kentford – 1:30pm
- Addendum** DM has confirmed the bookings of courses following the meeting, the dates are shown in red italics.