

ASA East Region

Swimming Officials Group



Minutes of a meeting held at the Regional Office, Kentford on Saturday 3rd September 2011

Present:	Mr David Metcalf	Manager of SOG and Bedfordshire	DM
	Mr Geoff Simpson	Cambridgeshire	GS
	Mrs Kay McGuire	Essex	KM
	Mrs Marilyn Hughes	Hertfordshire	MH
	Mr Tony Smith	Norfolk	TS
	Mr David Robinson	Masters Swimming Committee	DR
	Mr Peter Elsom	Cambs (non-voting)	PE

Apologies:	Mr Chris Galer	ER Board Member	
	Mr Bob Outtram	Specialist (Disability and IT)	
	Mr Don Neate	Suffolk & Technical Swimming Committee Manager	
	Mr Paul Kendall	Open Water	
	Mr Steve Baldrance	Bedfordshire	
	Ann Smith	Cambridgeshire (substitute)	

Nothing received **Bob Clarke – Cambridgeshire**
Elizabeth Christian - Disability

Ref No **Action**
11/14 **Matters arising from previous minutes**

DR raised that at the previous meeting (11/06) that persons who attended the Open Water JL1 training course would account for 75% of the OW qualification. He attended the course with 10 others and the Open Water gala. To date he has not heard if he has passed. DM explained that Open Water was not part of his remit, but he had been in correspondence with the national rep. Les Debenham. There had been some teething problems with the new style courses nationally; he should hear some good news soon.

The location of the ER Winter Championships had changed from Cambridge to Norwich as there is going to be some building work taking place at Cambridge. This was originally shown in the previous minutes (11/02) as Cambridge.

11/15 **County Updates**

DM explained that candidates yet again had been using old official's course application forms, some dating back to when Mike Rayner was the representative. They had sent the applications to him together with the old course fees of £7.50. Can county reps please ensure that clubs use the latest forms (issue 19 – May 2011). (Problems have probably stemmed from some clubs saving old forms on the club websites, instead of having a site pointing to the BS Officials page which is always up to date.)

All areas were experiencing problems getting officials to complete the courses, especially JL1. In some cases, after they completed all the poolside duties, there was difficulty trying

to get candidates to take the poolside assessments. Some of the issues were swimmers giving up and the parents not wishing to carry on. Finding mentoring slots for trainees, with suitable mentors, has become a problem as officials wish to have a break from continuous mentoring.

Suffolk has a planned officials/volunteers training day at St. Felix School. Not many officials have signed up to the training day, which includes Contemporary Issues and FINA Rules updates.

11/16 ER Performance Figures

Details of the SOG KPI's were circulated for the period 1st April to 30th June 2011. These continue to reflect well nationally.

Qualification	Applications received	Passes this quarter
Timekeeper	58	51
Judge L1	34	32
Judge L2	32	13
Judge L2S	16	8
Number of CPD Events		
Contemporary Issues	1	12
FINA Rules	1	13
Disability Awareness	1	12

11/17 Officials Courses – consideration for 2012

Referee and Starters who act as referees refresher course

It was agreed that the two previous years had been a success in bringing up to date referees/starters that had not had the benefit of the new BS training course for trainee referees. It was agreed that this course will take place every two years if the need arises starting from 2013.

Disability Awareness – BS CPD

A national requirement for each region to hold a course annually. Last year we only had 12 candidates; it was acknowledged that as a region we had in the past been very successful in getting large numbers of officials qualified as National Disability Officials. The region would approach Bob Outtram to see if he was available to run another course in May 2012

DM

Mentoring of Officials – BS CPD

The region had planned to run a course in June this year, it was postponed until next year as we were still waiting for the BS course material which was promised for spring/summer 2011. The CPD has now been tested on several occasions and will be presented to the National Officials Committee on 25th September 2011 for approval.

DM

It was agreed that this course would initially be presented to the county reps and county course leaders/trainers sometime later this year before it is decided best on how to cascade this onto local officials.

Contemporary Issues – BS CPD

11/17 cont. A new version of this has been produced and seen by DM in June this year. It required some work on it to be carried out before its completion. This has now been done and a pilot course took place in the North East region in August. This will be presented to the National Officials Committee on 25th September 2011 for approval.

It was agreed that this course would initially be presented to the county reps and county course leaders/trainers sometime later this year before it was decided best on how to cascade this onto local officials.

DM

FINA Rules Update 2009

A discussion took place regarding this mandatory CPD, best practice was to include a Q&A sessions also into this to make it more interesting. DR/DM/ MH use Powerpoint examples from the BS News items that are sent through from Jane Davies.

Open Water Officiating Awareness Course

This year there were 11 OW JL1 trainees who attended the course, 3 of which just turned up on the day without prior applications being sent. This did cause some issues regarding food and course material. The course was well presented by PK, it was hoped that another regional course would take place in summer 2012

PK

11/18 SOG Development Plan 2012

This year's plan was still on course to achieve its outcomes.

The plan for 2011-12 was reviewed and for the coming year 2012-13 it was agreed to carry on along the same lines as at present. There would be no Referee Refresher course for 2012/13. The BS Referee course was approved for 4 theory training days at Kentford. The budget would reflect the hire of Chippenham VH in case there are a lot of applicants.

DM

YTK courses would be offered at all ER Swimming Championships, it was noted that next year the locations were Basildon, Norwich and Cambridge.

To ensure that the regional galas had sufficient licensed officials, the current payment of the BS renewal fee would continue as per the previously agreed criteria.

11/19 Referee Training

Su Tysoe – Hertfordshire passed the examination that took place in May 2011. The region has 8 candidates taking this year examination in November.

The course for 2011 was well under way, with the revision days planned for 15th October 2011. The course for 2012 has been approved by the SOG. DM stated that he was going to have a year out as a BS Course Leader, but would still be assisting with the ER training days.

11/20 Licensing of Officials

DM circulated the latest ASA guidance to swimming competition management which came into effect from 1st September 2011. The main changes are that for all galas there is a requirement to have an Inspector or Turn at both ends of the pool every two lanes.

It was noted that requirements at lower level galas (L3, 4 and unlicensed) are guidance from the ASA. DM had already circulated this to the county reps for cascading down to

clubs within their own counties. BS had also circulated this as well. Details in the 2012 ASA Extracts of ASA Laws and Regulations and ASA Technical Rules, page 83.

**11/20
cont.**

Full details are available in 'Open Meet Licensing Guidelines' document available on the ASA website.

<http://www.swimming.org/asa/clubs-and-members/licensed-meets/>

New Licence applications

DM will continue to send to newly qualified officials the BS application form, the region has had a good uptake of new applicants. 75 new applications were received in the last reporting period, of which 36 were renewals. The region has 706 qualified officials (JL1 or above), of which 417 are licensed, which is 59.07%. The national average is 63.14%.

11/21

The winter champs are oversubscribed, DM will be sending out an email to ask those who indicated they were available, and to confirm if they are still available before selecting the officials.

DM

11/22

Young Volunteer Inspire Program

The counties of Essex, Herts, Norfolk and Suffolk have signed up to this program which is funded centrally from the ASA via the region. Part of the course is for young persons to take the JL1 officials qualification. The course paperwork implied that candidates would have a possibility of officiating at the Olympic/Paralympic games, when this was not true.

A discussion took place concerning best practice to run the courses. DM stated so far that he had not received any applications from the counties involved. The ASA fee of £8.00 per candidate **did apply**, as the counties were receiving money to cover the ASA course fee. There was concern about the possible numbers of candidates applying and going through training in a short time frame (September to County Championships). Also if there would be enough mentors and galas available to facilitate this. Beds had decided not to take part because of these reasons and that no young persons had shown an interest.

11/23

AOB

The committee approved the running of an YTK course at the winter championships, providing there was a minimum of 6 candidates applied.

DR mentioned that he had received recently a Norfolk County Handbook which contained personal details of volunteers, they included addresses, phone numbers and email addresses. He mentioned that he had attended an ASA Data Protection CPD at last year's conference, at the CPD the data protection officer specifically stated that these details should not be published without having the consent of every person in the handbook.

TS

NB. There was some discussion about this on 25th September 2010 in the minutes 10/19. DM explained about personal data, the SOG email lists were changed to reflect regional email addresses that diverted mail to private mailboxes. The regional official's handbook has not been updated due to this.

GS spoke about the ASA guidance being removed concerning starting in the water, from deck level. In 2-3 years' time, new referees will not be aware of this guidance and will try to make swimmers start from the blocks, as that is what the rules state. It was accepted that the guidance was common sense, but also common sense is not always common amongst all. It was requested that DM raise the issue at the National meeting in September.

DM

11/24 Recommendations to the ER Board

No recommendations

11/25 Date of next meeting – Saturday 18th February 2012 at Kentford

DM