# ASA East Region

## Swimming Officials Group

## Minutes of a meeting held at the Regional Office, Kentford on Saturday 18th February 2012

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|---|---|---|---|
| **Present:** | **Mr. David Metcalf** | **Manager of SOG** | **DM** |
| | **Mrs. Joan Wheeler** | **ER Board Member** | **JW** |
| | **Ann Smith** | **Cambridgeshire** | **AS** |
| | **Marilyn Hughes** | **Hertfordshire** | **MH** |
| | **Tony Smith** | **Norfolk** | **TS** |
| | **Dave Whelan** | **Suffolk** | **DW** |
| | **Dave Robinson** | **Masters Swimming Committee** | **DR** |
| | **Paul Kendall** | **Open Water** | **PK** |
| | **Chris Galer** | **Specialist (Referee Training)** | **CG** |
| **Apologies:** | **Stephen Baldrance** | **Bedfordshire** | |
| | **Kay McGuire** | **Essex** | |
| | **Elizabeth Christian** | **Disability Committee** | |
| | **Bob Outtram** | **Specialist (Disability and IT)** | |

**Ref No** **Action**

DM welcomed to the meeting JW (new board rep.), DW (new Suffolk rep) and CG (2nd specialist post)

**12/01** **Declarations of Interest**

David Metcalf explained that this would be a standing item at all meetings to allow attendees the opportunity to declare conflicts of interest concerning personal or pecuniary items before the meeting starts. If later during the meeting a conflict suddenly arises it should be declared ASAP.

**12/02** **Minutes of the previous meeting**

The minutes of the previous meeting (03/09/2011) had been circulated and accepted in September 2011 to allow the minutes to be published and circulated to the ER board.

**12/03** **Matters arising from previous minutes**

11/23 concerning personal data.

DR mentioned that since the last meeting the ASA had changed the position concerning publishing of personal data of officials in county handbooks. The ASA has since written to current Technical Swimming Officials concerning the issue of personal data. To enable the smooth running of events by promoters, the ASA will display/publish personal data, which contains the highest qualification, membership number, licence status and name etc.

If the individual does not wish their details to appear on any officials' listings – handbook or websites they must opt out.

Following a discussion it was decided that best practice locally is still to contact each individual giving them the opportunity to opt out before publishing a list. ALL

**12/04** **British Swimming Updates**

**Changes to Officials Training from 01/01/2012**

The meeting discussed the decision from British Swimming (BS) concerning ages and training experience before commencing to train at the next level.

- *Timekeeper – minimum age 14yrs to commence training and qualification*
- *Judge level 1- minimum age for training 15yrs- Final assessment minimum age 16yrs.*
- *Judge level 2- minimum age for training 16yrs.*
- *Judge level 2S- A minimum of 20 hours post qualification experience as Judge Level 2 before training commences.*
- *Referee- minimum age for training 19yrs providing will be 20yrs as at 30th November in year of examination. Qualified as Judge Level 2S for a minimum of 1 year + a minimum of 10 hours experience as a Judge level 2S.*

**Disqualification Forms**

DM reminded everyone that officials should only use the approved BS DQ form published on the BS website. There had been some officials/clubs adapting the original form and produced a tick box DQ form. Several forms had been produced in another region and were being adapted for local use. Jane Davies (JD) will be covering this in BS News soon. ALL

**Young Timekeepers (YTK)**

The funding has now stopped for the YTK course support packs, the course is currently under revision by the ASA. We may see in the future a revised timekeeper workbook or cancelling of the entire YTK project. The meeting discussed the issues and raised issues that the YTK course workbook is a cut down version of the BA timekeeper workbook. The time spent on theory is a lot less than the adult version and is not as comprehensive either.

**12/05** **County Updates**

**Inspire Courses**

Hertfordshire and Norfolk have commenced training. Essex has yet to enroll candidates. The changes from 01 January 2012, mean that JL1 candidates now have to wait until they are 16 years of age for poolside assessments for new candidates commencing after this date.

**Candidates in Training**

Concern was made by all about the amount of candidates still "in training" over two years and the numbers of persons sometimes requesting to be mentored from individual clubs at the same time at galas. All county representatives were asked to check the status of trainees who commenced training over 2 years ago. DM will supply details of the candidates. DM

**FINA DVD**

DM mentioned that JD had recently circulated via BS news about course leaders showing the FINA Officiating DVD to JL1 and JL2 trainees. It was noted that some counties did not show the DVD due to time constraints on the third training session due to them covering Contemporary Issues for up to 1 hour in some cases. DR, DW and TS stated that it was a requirement by the ASA and had to be completed during the third session to enable them to be able to licence once they passed the poolside assessment. It was thought that this was requested around the start of the present training system. DM stated that he understood that this was not so. That the candidates could obtain a BS licence upon passing the poolside assessment, as this was a "new qualification". It was agreed that the DVD was useful and there was various ways of incorporating it into the training. DM

**12/06** **ER Performance Figures**

Details of the SOG KPI's were circulated for the period 1st July to 2011 to 14th February 2012. These continue to reflect well nationally. All concerned were thanked for their assistance and it was asked that this be passed onto all locally.

**July to Sept 2011**

| Qualification | Applications received | Passes this quarter |
|---|---|---|
| Timekeeper | **26** | **23** |
| Judge L1 | **101** | **14** |
| Judge L2 | **19** | **15** |
| Judge L2S | **15** | **4** |
| | Number of CPD Events | |
| Contemporary Issues | **1** | **3** |
| FINA Rules | **0** | **0** |
| Disability Awareness | **0** | **0** |

**October to December 2011**

| Qualification | Applications received | Passes this quarter |
|---|---|---|
| Timekeeper | **67** | **61** |
| Judge L1 | **80** | **25** |
| Judge L2 | **19** | **7** |
| Judge L2S | **11** | **2** |
| | Number of CPD Events | |
| Contemporary Issues | **1** | **14** |
| FINA Rules | **0** | **0** |
| Mentoring of Officials | **1** | **14** |
| Disability Awareness | **0** | **0** |

**Jan to 14th Feb 2012**

| Qualification | Applications received | Passes this quarter |
|---|---|---|
| Timekeeper | **8** | **4** |
| Judge L1 | **53** | **15** |
| Judge L2 | **1** | **14** |
| Judge L2S | **0** | **5** |
| | Number of CPD Events | |
| Contemporary Issues | **1** | **24** |
| FINA Rules | **0** | **0** |
| Mentoring of Officials | **1** | **13** |
| Disability Awareness | **0** | **0** |

**12/07** **ER Technical Officials Courses**

The following courses had been arranged and it was asked that they be circulated at the forthcoming County Championships.

ALL

**1) Introduction into officiating at events that include swimmers with a disability**
Chippenham VH, Sunday 17th June 2012 – Presenter Bob Outtram
**2) Introduction into open water officiating (OW JL1)**
Kentford, Saturday 28th April 2012 – Trainer Paul Kendall
**3) Open water Officiating – Judge Level 2**
Kentford, Sunday 29th April 2012 – Trainer Paul Kendall

**12/08** **ER SOG Development Plan**

The submitted version to the ER board was discussed and it view of the present financial climate it was agreed that the budget for 2012 -13 be tweaked and some of the estimated costs reduced accordingly, with the numbers now known for the referee training course. DM to produce an amended budget and present it to the ER board Sunday 19th February 2012. DM

**12/09** **ER Referee Training**

There are 5 BS Referee Trainee candidates this year with 2 trainees from the previous year re-siting the examination in May. The course as the previous year will be run over 4 training days that are in addition to the training being conducted with the referee course leaders.

**12/10** **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.

**12/11** **ER Galas – Officials Allocation**

Applications are now progressing well for Basildon Youth Championships, the closing date for applicants that request accommodation is the end of February. Unlike previous years DM will be sending out individual applications for each gala to enable the applications to be administered more effectively.

**12/12** **AOB**

DR mentioned that judge trainees from Suffolk were being given incorrect information/guidance concerning backstroke turns whilst attending galas at Cambridge. They were being informed that swimmers are allowed to glide into a turn whilst on the breast. **DM/AS**

PK raised the issue of incorrect information on the ASA website concerning the age of swimmers on the date of competitions with regards to open water events. He was going to raise the issue with JD. **PK**

**12/13** **Recommendations to the Board**

None

**12/14** **Date of the Next Meeting**

Saturday 13th October 2012 @ 09:30am

**12/04 Clarification**

DM has spoken to JD (BS Officials) concerning the mandatory training input with regards to Contemporary Issues during the JL1 theory sessions as mentioned.

JD confirmed that BS/ASA Officials Group has never requested that there is any input of this subject into the JL1 theory sessions. The Contemporary Issues CPD is specifically designed for this input and is mandatory relicensing or new applicants who have not gained a new official qualification within the previous 12 months. This course has been running since September 2007.