

Swim England East Region
Minutes of the Swimming Official's Leadership Group Meeting
Wednesday 30 June 2021 @ 19:30 hrs

Present	Mr. David Metcalf (DM)	Manager – SE ER SOLG
	Mrs Louise Mackie (LM)	Bedfordshire
	Mrs. Sarah Nootboom (SN)	Cambridgeshire
	Mrs. Kay McGuire (KM)	Essex
	Mr. Jonathan Pope (JP)	Hertfordshire
	Mr. Chris Galer (CG)	Norfolk - not represented
	Mr Stephen Christian (SC)	Suffolk - joined at 19.35pm

21/47 Apologies

21/47.1 Chris Galer during the meeting- WIFI signal issue

21/48 Declarations of conflict of interest

21/48.1 None declared.

21/49 Previous minutes

21/49.1 The minutes of the 28 April were circulated and agreed after the meeting. No changes made at the meeting.

21/50 Matters arising

21/50.1 None.

21/51 Ratification of items agreed since last meeting.

21/51.1 None.

21/52 Corona Virus - Covid-19 ongoing

21/52.1 On 14 June the government announced a delay to the relaxation of social distancing laws which were planned for 21 June, delayed until the 19 July 2021. This has meant a delay in the planned return to swimming.

21/53 Activities completed since the last meeting

21/53.1 Delivery of the Regional Officials Forums- 287 initially applied for all forums.

21/54 Activities planned before the next meeting

- 21/54.1 Support to the regional swimming galas planned in the summer.
- Basildon 24-25 July 2021- junior ages 10/11
 - Norwich 31 July -1 August 2021- BS Racing Festival
 - London Aquatics Centre 7-8 August 2021- BS Racing Festival

21/55

British Swimming/Swim England updates

- 21/55.1 SE SOG Minutes of the 10 April 2021 were circulated prior to the meeting

21/55.2 **Referee Training and Examinations**

There will be no Referee exams in 2021. It is hoped that applications to commence training in 2022 will open Autumn 2021. It was stressed that no-one currently registered for the training will be disadvantaged and everyone will get their opportunity once sufficient levels of competition resume.

21/55.3 **Data Sharing - GDPR**

The SE SOG requested data to enable to contact both existing and lapsed membership, to re-establish the training and volunteering pathway. However, they also require guidance on use and further sharing.

All members of the regional group have been sent the paperwork by Helen Akers via DM to complete, if they would like information regarding the officials in their county.

- 21/55.4 DM had circulated prior to the meeting the new SE Timekeeper training process & fees. The new processes were discussed.

- Delivery - Face to Face, virtually on Zoom or Teams or the candidate completes the online training on the IOS website.
- There is a maximum of 15 spaces on each course, anything over this will need to be registered as another course.
- The charge is £5 per person, with a minimum charge of £25.
- Candidates will be credited with the attribute "Timekeeper Theory".
- To complete their qualification, candidates must upload evidence of their practical competence to their membership record.
- There is also a new Timekeeper course application form.

Processes were discussed from a regional & county level of processes going forward.

- 21/55.5 [Return to Competition guidance](#) has been issued from SE, temporary changes until 31 December 2021. Gala licences, mentoring of trainee officials and uniformity of officiating discussed.

[Open Meet Licensed Criteria](#) regarding the number of officials, qualification for licensed galas were discussed and the training opportunities for judges

21/56

County Matters

21/56.1

Regional online forums

Delivery of the Regional Officials Forums- 287 initially applied for all forums: -

- 1 June 2021- 7.30pm- general officials – 230 applied /176 online at any one time
- 8 June 2021- 7.30pm – qualified starters- 87 applied/76 online at any One time
- 13 June 2021- 10.30am – qualified referees – 50 applied/46 online at any one time

DM expressed his thanks to Craig Hunter, Tom Baster and Gerry Metcalf who assisted in the planning and delivery of the presentations.

21/56.2

A discussion took place regarding the delivery of CPD's for officials who require them to renew their BS Official's licence. It was recognised this not as rushed as previously expected, as expired licenses are extended to the end of the year.

We will require-

- Fina Rules 2017 Update
- Contemporary Issues ([is available online as well](#))
- Mentoring- awaiting new BS CPD
- Para-Swimming CPD – usually run at Para swimming competitions

21/56.3

Training opportunities for judges were discussed.

21/56.4

A new ["Return to Competition"](#) webpage has been created with all the documentation, videos and presentation slides from all three forums for easy reference by officials.

21/56.5

DM requested that counties collaborate in the delivery of the FINA Rules update virtually, with different dates and times for the rest of the year, giving officials within the region, a variety of options to attend convenient to them. DM requested various dates and times to advertise on the regional website.

DM shared a regional website "Fluent form" he had constructed for officials to register online for the CPD's and receive an email acknowledgment of their application. DM would then send the relevant County Coordinator contact details of the applicants nearer to the course date for the coordinator to contact the applicants directly with the course joining details.

21/56.6

DM had circulated prior to the meeting updated payment processes for clubs/counties regarding payment of Judge course fees. This was due to the changes in personnel within Swim England Finance team.

- 21/57** **SE ER SOLG four-year Development Plan and Annual Budget**
 No update due to Covid.
- 21/57.1 **SE ER SOLG Plans for 2021-22**
 No update due to Covid restrictions.
- 21/58** **Issues/Recommendations to the Regional Operations Committee**
- 21/58.1 None.
- 21/59** **Any other business**
- 21/59.1 None
- 21/60** **Confidential items**
- 21/60.1 None
- 21/61** **Next meeting**
- 21/61.1 The next meeting will take place by Zoom on **Wednesday 8 September 2021 at 7.00pm.**
- County representatives were reminded to notify DM of the details of any substitute if they could not attend

The meeting finished at 20.40pm.

Abbreviations used in swimming

SEER	Swim England East Region
SEER SOLG	Swim England East Region Swimming Officials Leadership Group
SE SLG	Swim England Swimming Leadership Group
SE SOG	Swim England Swimming Officials Group
CPD	Continuous Professional Development
BS	British Swimming
TK	Timekeeper
Judge Level 1/2/2S	Judge Level 1 – Judge Level 2- Judge level 2S (Starter)