Swim England East Region

Minutes of the Swimming Official's Leadership Group Meeting

Monday 27 June 2022 @ 19:00 hrs

Present	**David Metcalf (DM)**	**Manager – SE ER SOLG**
	Louise Mackie (LM)	**Bedfordshire**
	Sarah Nooteboom (SN)	**Cambridgeshire**
	Jane Howell (JH)	**Essex**
	Jonathan Pope (JP)	**Hertfordshire – attended at 20.20**
	Chris Galer (CG)	**Norfolk**
	Stephen Christian (SC)	**Suffolk**

Also Present: Gerry Metcalf taking notes

22/17 **Apologies**

22/17.1 None

22/18 **Declarations of conflict of interest**

22/18.1 None declared.

22/19 **Previous minutes**

22/19.1 The minutes of the 7 February 2022 were circulated and agreed after the meeting. No changes made at the meeting.

22/20 **Matters arising**

22/20.1 None.

22/21 **Ratification of items agreed since last meeting.**

22/21.1 None.

22/22 **Activities completed since the last meeting**

22/22.1 Regional LC Galas at Norwich and Luton April-May
Virtual judge level 2 & judge level 2S courses

22/23 **Activities planned before the next meeting**

22/23.1 **Regional Disability (09/10) and Master's (02/10) Galas**

DM waiting to receive information from the discipline managers with regards to creating a Fluent Forms application online form and then circulate to all regional officials.

22/23.2 **Regional Winter Championships – 4-6 November 22**

DM will be attending the next Swimming meeting to finalise information required for the official's application form and circulate to all regional licensed officials.

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22/24 **British Swimming/Swim England updates**

22/24.1 DM at the last minute was unable to attend the last Swim England SOG meeting which was held on 9 June 22 as he was running the WPS World Championships in Madeira. Gerry Metcalf, a SE ER ROC member, attended in his place.

22/24.2 **SE Guidance on Water Depths – Diving into Swimming Pools and Competitive Starts**

Swim England published a policy document on 28 April 22 which referred to racing starts and shallow dives which recommended a minimum depth of 1.35m.

This was recently published but then withdrawn to allow for a period of consultation over the effect on facilities. The Swim England Swimming Leadership Group, SE SOG, Pool Operators, Coaches etc had no consultation from the team who had implemented the changes.

The process is now under a full review and consultation by the Swim England Swimming Operations Committee.

22/24.3 **Considerations for Alternatives for Official's Dress Code (Swimming)**

The SE SOG were asked to review official's uniforms which promotes volunteering as technical officials due to correspondence being received by the SE SLG.

Discussions took place regarding the wearing of black or white trousers/skirt but must still wear a white coloured top. Various levels of gala requirements were considered.

Only one letter of concern had been received and the SOG members were asked to send their views to HA for collation and further decision and consultation.

22/24.4 **SE Open Meet Licensing Criteria Official's Requirements**

With effect from 11 March 22, Swim England updated their guidance following a return to normal following the Covid restrictions.

Further details can be found here:
https://www.swimming.org/sport/licensed-meets/

22/24.5 **SE Criteria for the Training of Officials at Licensed Meets**

With effect from 1 April 2022, Swim England have updated the criteria for the training of Technical Officials. The document has been circulated within the region.

Further details can be found here:
https://www.eastswimming.org/wp-content/uploads/2022/04/Swim-England-Criteria-for-the-Training-of-Officials-at-Licensed-Meets.pdf

22/24.6 **Technical Official's Courses Application Process**

British Swimming have updated the post qualification hours required before commencement of training for Judge level 2/2S from 15 to 20 hours. The joint course fee also rose from £8 to £10. This was effective from 1 April 2022.

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22/25 **Referee Training and Examinations**

22/25.1 DM has been made aware that Adele Gilbertson from City of Norwich (CG Course Leader) has passed the referee written paper in May this year. Congratulations to Adele.

Arrangements to be made to identify a suitable gala and referee assessors.
Action DM & CG

22/25.2 **BS Referee Examination – 19 Nov 22 @ 10am**

BS are yet to decide if the November examination will be required to be in a one location within each region.

22/25.4 **BS National Development Programme for Referees and Starters**

Congratulations to Louise Mackie – Beds, who has been successful in being selected on the national programme as a starter.

22/25.5 **BS Referee Course Leaders Course**

Swim England are planning to run another Referee Course Leader course in the autumn providing there are sufficient suitable applications.

All County Coordinators to consider suitable candidates and requirements within their areas and ask them to contact DM direct if interested asap.
Action: County Coordinators

22/26 **County Matters within SE East Region**

22/26.1 **Fina Rules Update 2017 – BS Official's Licence Renewal**

There is no further update to FINA Rules, a new version is expected early 2023.

Any official who has already attended a 2017 update or recently qualified under the current rules do not require attending another CPD to renew their licence. All County Coordinators to pass this on to licensed referees within their counties.

22/26.2 **Judge Level 1 Online Training Extensions**

11 months to complete training, the only time this will be extended, the extension must be in writing, explaining the issues that has prevented them from completing their training. They will be required to forward their training record and advise where and when they will complete, including details of galas to attend.

Any licensed referee can sign off the Judge Level 1 competencies, including the final completion of all BS/SE requirements.

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22/26.3 **Virtual delivery of Judge level 2/Judge Level 2S (starter) courses by Counties within the Region**

DM thanked those County Coordinators who had already volunteered to assist in the running of online courses.

A list of dates and the regional processes going forward had been produced and circulated. The document will be placed on the regional website showing the dates and type of course. It is intended to be a live document with dates being added as the year progresses.

22/26.4 CG stated he would be able to assist with further dates for both qualifications for August. LM stated an opportunity in Oct, JH also had dates in the autumn.

Judge Level 2 / Judge Level 2S Current Opportunities			
Course Date	**Time**	**Type**	**Presenter**
Wednesday 29 June 2022	7pm	JL2S (Starter)	Jonathan Pope - Hertfordshire

https://www.eastswimming.org/courses/officials-training-and-development/

Action:
All County Coordinators are requested to contribute and supply DM with suitable dates

22/26.5 **Official's New Qualifications and Administration**

DM reported that he has been requested by the Region, whenever possible to send out letters of congratulations and pass certificates electronically in the future and not by post.

DM requested that all Official's passes now having the following information and ask that each coordinator checks the information including the preferred email address is up to date.

- Name of the official (if they have changed their name since the original application (marriage or divorce etc)
- SE membership number
- Current SE Club
- Current email address that the documentation is to be sent to.

Action: ALL County Coordinators

22/26.6 **County Updates**

A discussion took place by County coordinators as to what was going on withing their own Counties and future planning.

Problems /Issues encountered:

Bedfordshire

J2S course candidate, done 3 sessions and thinks he's qualified-written to for more information and advising he needs an assessment-no reply from candidate.

Flitwick Pool closed from lack of chlorine

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Cambridgeshire
Nothing

Essex

2 x glass bottles broke on poolside at a local gala.
Offered Informal Q and A to JL1 trainees on Zoom, which was very successful Jane will send what was discussed. CG had been running similar sessions. Both were cited as good practice.

Hertfordshire

Official assaulted at a local gala, swimmer with special needs, Lead Referee JP was not informed.

Norfolk

Difficulties with lack of chlorine, galas cancelled

Suffolk
Nothing

Discussion about TK's competency and courses DM will forward 'competency forms' to all.

22/26.7 **Swimming Official's Newsletter for East Region Referees**
On 18 April 22 DM circulated a newsletter to all regional referees updating them on the current County Officials Coordinators and clarifying processes regarding training of officials and signing off competences.

22/27 SE ER SOLG Development Plan and Annual Budget

22/27.1 **SE ER SOLG Plans for 2022**
DM will update the plan with costs involving a referee assessment.

22/28 Issues/Recommendations to the Regional Board/Operations Committee

22/28.1 None.

22/29 Any other business

22/29.1 None

22/30 Confidential items

22/30.1 None

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22/31 **Next Meeting**

22/31.1 The next meeting is scheduled take place by Zoom Wednesday 19 October 22 @ 7pm

County representatives were reminded to notify DM of the details of the substitute if they could not attend a meeting.

JP joined the meeting at 20:20hrs due to an IT issue. Following the end of the meeting DM updated JP on what had been discussed.

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
BSSOG	British Swimming Swimming Officials Group
TK	Timekeeper
Judge Level 1/2/2S	Judge Level 1 – Judge Level 2- Judge level 2S (Starter)
CTK	Chief Timekeeper
HA	Helen Akers – Swimming Officials Development Coordinator (BS/SE)

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