



Swim England East Region
Minutes of the Swimming Official's Leadership Group Meeting
Wednesday 17 January 2024 @ 19:00 hrs

Present	David Metcalf (DM)	Manager – SE ER SOLG
	Yvonne Stead (YS)	Regional Director
	Louise Mackie (LM)	Bedfordshire
	Sarah Nooteboom (SN)	Cambridgeshire
	Jane Howell (JH)	Essex
	Jonathan Pope (JP)	Hertfordshire
	Chris Galer (CG)	Norfolk
	Stephen Christian (SC)	Suffolk

Also Present: Gerry Metcalf (GM) taking notes. DM introduced Yvonne Stead to the meeting

- | | |
|--------------|--|
| 24/01 | Apologies |
| 24/01.1 | No Apologies |
| 24/02 | Declarations of conflict of interest |
| 24/02.1 | None declared. |
| 24/03 | Previous minutes |
| 24/03.1 | The minutes of the 18 October 2023 were circulated and approved following the meeting. |
| 24/04 | Matters arising |
| 24/04.1 | None. |
| 24/05 | Ratification of items agreed since last meeting |
| 24/05.1 | None. |
| 24/06 | Activities completed since the last meeting |
| 24/06.1 | World Aquatic Rules Updates
There have been further updates on smaller scales, often one 2 one deliveries to enable renewal of BS Official's Licences |
| 22/06.2 | Swim Meet Software
DM reported that the Swim-Meet software has been updated with a facility for the BS Licence details and SE Membership number to be added when technical officials sign up to galas. |
| 24/06.3 | BS Para Officiating CPD
DM has delivered a further CPD on 3 January 24 which 217 participants signed up UK wide, 160 attended, including officials within the region. |

- 24/06.4 **Regional SC Championships**
Regional Winter SC Championships in Luton completed.
- 24/06.5 **Regional Referee Course Leaders**
See 24/09.3
- 24/07** **Activities planned before the next meeting**
- 24/07.1 **Regional SC Championships**
Planning for Regional LC Championships in Luton and Norwich are underway, applications will open for Official's Applications via Swim Meet opened 16 January 24
- 24/07.2 **British Swimming Para Officiating CPD**

DM will be delivering a further BS Para Swimming CPD for Technical Officials later in the spring.
Action: DM
- 24/07.3 **Regional Trainee Referee Course**
CG/DM will be running the regional training course see 24/09 for updates.
- 24/08** **British Swimming/Swim England Updates**
- 24/08.1 **British Swimming Referee Course Leader Training**

DM updated the meeting that CG attended the SE SOG Meeting on 13/11/23 as he was on travelling to a WPS Competition in Chile. CG had produced a written report which was circulated to SOLG members following the meeting.

No courses for referee trainers. Course not deemed suitable to be delivered by zoom. Regional coordinators to select candidates and send name, membership number and email address to Helen. They will be given access to the online box files and in addition have access to some of the documentation used in the previous course for course leaders, particularly regarding the ways that different people learn. Details sent to Helen Akers as requested.

See 24/09 for updated information.
- 24/08.2 **BS Official's Licensing Form**
A new License Renewal application form was discussed, and it was agreed that it was easier to use. CG asked that the reference to FINA in M6 be changed to WA.
- 24/08.3 **IOS Courses**
When circulating potential candidates for IOS online courses we should use the main page <https://www.swimming.org/ios/courses-officials-volunteers/> these links are always up to date, we should not use the individual course pages as these are sometimes out of date.



24/08.4 List of Licensed Officials

The faults with the September list of SE licensed officials has now been fixed. Updated SE lists were received by DM on 15 January 24 and have been circulated to all County Coordinators.

24/08.5 World Aquatics Rules Updates

World Aquatics updates were discussed, Mark Davies (SESOG Chair) advised that 4115 people out of a potential 5000 had completed an update session. There are currently no plans to make this an online version as it was felt people would just skip through it without any interaction, this will be reviewed early next year.

East Region have presented 45 CPD's within the Region with 578 Technical Officials attending.

24/08.6 Judge Level 2/ 2S Workbooks

The old versions of workbooks are now out of stock, newly updated versions in A5 format are being designed and printed. These books will be of a similar format to the existing JL1 workbooks.

24/08.7 Contemporary Issues

The requirement to have successfully completed a recent Contemporary Issues CPD before relicensing has been removed for licensed officials. The requirement will stay for JL1 trainees to enable them to be licensed upon completing their training and becoming a qualified JL1.

24/09 Referee Training and Examinations

24/09.1 Eight Candidates took the BS Referee written examination on 4 November 23, seven who were successful in passing the examination. DM has written to the Candidates congratulating them on their success.

Name		Club	Course Leader
Clare	Davison	Hatfield SC	Jonathan Pope
James	Salmon	Norwich Swan SC	Chris Galer
Jonathan	Ray	Basildon and Phoenix SC	Jane Howell
Julie	Baggett	City of St Albans SC	Jonathan Pope
Reiner	Bruggraber	City of Cambridge SC	Chris Galer
Simon	Edwards	Braintree & Bocking	Henry Watkinson
Vicki	Law	City of St Albans SC	Jonathan Pope

DM has arranged the poolside assessments for all the successful candidates.

- 24/09.2 **BS Referee Training Course 2024**
- CG/DM are running 4 theory training days, which any British Swimming (BS) Regional Referee Trainee candidate is welcome to attend from within the region. The course **is not intended** to take over from what the Regional BS Course Leader is doing with the candidates ; it is intended to complement in addition what they have planned for the year. Training will be held at Chippenham Village Hall.
- Course Dates 2024**
 Sunday 11 February
 Sunday 17 March
 Sunday 14 April and
 The revision day Sunday 13 October. **Action: CG/DM**
- 24/09.3 **BS Referee Course Leader Training (24/08.1)**
- DM reported to the meeting that it was disappointing that BS/SE have decided not to provide any training for new Referee Course Leaders, after he had been pressing for a new course since 2019.
- DM with the assistance of CG and GM put together a training package for new Course Leaders. This was to ensure that both the course leader and the candidates are catered for their training needs.
- On the 5 January 2024 an online training session took place, all existing and new Referee Course Leaders were invited. DM/CG/GM presented the information to everyone who attended.
- The meeting requested that Helen Akers (HA) update the new course leaders BS records that they are now Referee Course leaders and allow them access to the SE Referee Box files.
Action: DM – Update DM has written to HA as requested on 21/01/24
- 24/09.4 **BS Referee Course 2024**
- Applications for new candidates were advertised on the British Swimming website on 3 January 2024.
- Jane asked if David could take up with Helen Akers about the wording next year, for greater experience within the 2 years leading to the application, if candidates had passed the JL2S qualification several years prior to the application.
Action: DM – Next SE SOG Meeting
- 24/10** **County Matters within SE East Region**
- 24/10.1 **Virtual delivery of Judge level 2/Judge Level 2S (starter) courses by Counties within the Region**
- DM thanked those who were present who had already volunteered to assist in the running of online courses. The more County Coordinators participating spreads the load and allows more options for working trainees.
- Training opportunities are [advertised on the regional website up to 15 May 24.](#)
Action: All



24/11

24/11.1

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 etc:

Bedfordshire

No issues, swim-meet purchased and well populated.

Cambridgeshire

Finding it hard to find referees for counties, only one for one session.
No chairman for county.

Essex

County champs last weekend, both at the LAC, all timing pads are terrible- not good for British Champs, back ups used every time, ran an hour & half late.
Basildon pool closing from May for 3 months, as boom broken.

Action: DM to contact Neil Booth BS TD for British Olympic/Paralympic Trials in London for information. **Update-** DM passed the information to NB who was aware.

Hertfordshire

First county champs last week, further to come, no issues. The operator is not happy that they don't have spectators. Various reasons. Stands used for swimmers as not enough room at Borehamwood.

Norfolk

Weekend of distance at counties (jointly with Suffolk), plenty of officials, more JL2's in training than JL1's, plenty of referees

Suffolk

Weekend of distance at counties (jointly with Norfolk), plenty of officials, not many referees

DM asked all a question about the black uniform at counties,
Norfolk had a couple of people withdraw. No leggings or shorts (not appropriate)
Hertfordshire had advised everyone before Christmas about black trousers, one person withdrew.

Bedfordshire/Cambridgeshire/Suffolk/Essex all are black, (but choice at the moment) no complaints

24/12 SE ER SOLG Development Plan and Annual Budget

24/12.1 SE ER SOLG Plans for 2024 had been circulated following the last meeting. The Region have agreed the budget proposals and plans.

Action: DM

24/13 Issues/Recommendations to the Regional Board/Operations Committee

24/13.1 None

24/14 Any other business

24/14.1 None

24/15 Confidential items

24/15.1 None

24/16 Next Meetings

24/16.1 The next meeting is scheduled take place by Zoom on Wednesday 8 May 2024 @ 7pm

Future:

By Zoom – Wednesday 9 October 2024 @ 7pm

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

Abbreviations used in swimming

SEER	Swim England East Region
SEER SOLG	Swim England East Region Swimming Officials Leadership Group
SEER SLG	Swim England East Region Swimming Leadership Group
CPD	Continuous Professional Development
SE SLG	Swim England Swimming Leadership Group
SE SOG	Swim England Swimming Officials Group
SE SOC	Swim England Sport Operations Committee
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)
WPS	World Para Swimming