



Swim England East Region
Minutes of the Swimming Officials' Leadership Group Meeting
Wednesday 16 September 2026 @ 7.00pm

Present	David Metcalf (DM)	Manager – SEER SOLG
	Gerry Metcalf (GM)	Regional Director
	No Attendee	Bedfordshire
	Sarah Nooteboom (SN)	Cambridgeshire
	Jane Howell (JH)	Essex
	Jonathan Pope (JP)	Hertfordshire
	Chris Galer (CG)	Norfolk
	Stephen “Podge “ Christian	Suffolk

Also Present: no one

26/35 Apologies

26/35.1 No apologies received.

26/36 Declarations of conflict of interest

26/36.1 None declared.

26/37 Previous minutes

26/37.1 The minutes of the 21 May 2026 were circulated and approved following the meeting. Minutes agreed.

26/38 Matters arising

26/38.1 26/32.2 – HRMC Mileage rate increase consideration. The Regional Board decided to follow SE and not increase the mileage allowance for volunteers.

26/39 Ratification of items agreed since last meeting

26/39.1 None.

26/40 Activities completed since the last meeting

26/40.1 **Regional LC Championships**
In Norwich and Luton

26/40.2 **WA/WPS Rules Updates 2026**
Seven courses have already taken place in our region with over with 480+ attendees. Currently we have 903 licensed officials in the Region.

Two further online presentations were held since the previous meeting by JH/
Vicky Law, DM/GM.

It would seem that some officials are waiting until they require to attend due to their licence expires.



- 26/40.3 **Aquatics GB Para Swimming Officiating CPD**
There was a presentation by DM and Tony Ward on 15 September 2026, The course was open to all technical officials from within GB and quickly became full. It was open to Regional Officials first, then open advertisement, only 68 officials attended, although 117 signed up.
- 26/41 Activities planned before the next meeting**
- 26/41.1 **WA/WPS Rules Update 2026**
It was agreed that the regional would run more courses in the last quarter of the year in addition to any others being planned by Swim England.
JH will speak with Vicky Law regarding a further date, DM& GM to also provide an additional date.
[Action: DM /GM & JH \(VL\)- DM to update the Regional Website and advertise](#)
- 26/41.2 **Starter acting as Referees CPD -19 September 2026**
It was reported that 29 starters (out of 203 within the region) are confirmed as attending. Presenters are DM-GM-CG-& JP.
- 26/41.3 **Aquatics GB Para Swimming Officiating CPD**
DM agreed to present another online course in early 2027.
[Action: DM](#)
- 26/41.4 **Regional Galas – Officials Applications**
 - Regional Masters 20-09-2026 – 18 applications.
 - Regional Para Meet 27-09-26 – 11 applications.
 - Regional Winter Champs SC – 20 applications.

Applications are via Swim-Meet and advertised on the Regional website and Officials newsletters.
- 26/42 AquaticsGB/Swim England Updates**
- 26/42.1 **Swim England – Officials Licenses**
It was reported that all renewed officials licenses are continued to be issued without a photograph on them. They are not suitable for identification if required. The upcoming national events are now having to issue accreditation for all officials volunteering at the events.
- 26/24.2 **Swim England Swimming Officials Training and Development Working Party (Swim England Officials Training Working Group)**

No further meetings had taken place since the previous meeting
- 26/24.3 **Swim England Regional Officers Group (Old SE SOG) - February 2026**
No further meetings had taken place since the previous meeting



- 26/41.4 **Swim England – Computer Updates**
Swim England are in the process of updating the computer software they use, and creating new databases etc, instead of having multiple current ones which often are not compatible with each other or hard to locate information/data.
- 26/41.5 **Swim England JL2 Applications (26.24.3)**
No further progress to report.
- 26/42 Regional Radios 26/25**
- 26/42.1 GM reported to the Board the request from SOLG regarding issues with radios and equipment. It was decided not to purchase new digital radios at this stage, but to hire in some radios for the winter championships from Sync Productions who provide streaming and audio for the event as a trial.
- 26/43 Aquatics GB Referee Training**
- 26/43.1 A further national meeting being held online at 8pm on 16 September 26, following the SOLG Meeting, chaired by Tom Baster. All applicants and course leaders were encouraged to attend, if they could not attend, a recording was made and circulated.
- 26/43.2 **Regional Referee Training.**

The date of the 2026 examination is 7 November 2026, the same weekend, as previous years. DM has arranged for a central examination to take place at the Holiday Inn at Luton as requested by SE. This is the same day as the Winter Regional SC Championships.

There is a final Regional Referees training session at Chippenham VH on 11 October 26.

CG reported that he has received some late homework from some candidates that was set in March 26.
- 26/44 County Matters within SE East Region**
- 26/44.1 **SEER Technical Official's Newsletters**
DM reported the number of subscribers to the newsletter has increased from 711 currently to 737 regional officials for the latest newsletter.
- 26/44.2 **Applications for JL2**
DM reported that there had been a sudden rush of applications for JL2 at the start of the season, he had received 10 applications in the week prior to the meeting.



26/45 County Updates

- 26/45.1 A discussion took place by County coordinators as to what was going on within their own Counties and future planning.
- 26/45.2 **Bedfordshire**
Problems /Issues/Good Ideas encountered generally etc:
No representative or information supplied.
- 26/45.3 **Cambridgeshire**
Sarah reported a County development gala on 20 June at Whittlesey and training across all levels of officiating.

I was asked if we are we using the new Aqua DQ form. Reply not at present, that is a decision at national level.
- 26/45.4 **Essex**
Nothing to report
- 26/45.5 **Hertfordshire**
Nothing to report
- 26/45.6 **Norfolk**
Plenty of officials training going on. A starter practical course planned for new trainees in a controlled environment.
- 26/45.7 **Suffolk**
Nothing to report
- 26/45.8 **Judge and Starter Theory Course Opportunities**
New dates for the courses have been circulated and also published on the regional website.

26/46 SEER Regional Development Plan 2026

- 26/46.1 No issues, ideas for opportunities in 2027 welcome from all concerned.

26/47 Any other business

- 26/47.1 It was discussed that presenters were receiving late requests from candidates to attend online theory presentations. This often resulted in only one candidate in attendance. Following a discussion, it was agreed that there will have to be a minimum of two candidates agreeing to attend future presentations, before the course is viable to proceed.
The Regional website and documentation is required to be updated for future candidates.

Action: DM – Update the Regional Website and documentation.



26/48 Issues/Recommendations to the Regional Board

26/48.1 Nothing to refer.

26/49 Confidential items

26/49.1 None

26/50 Next Meeting

26/50.1 The next meeting is scheduled take place by Zoom on Wednesday 16 December 2026 @ 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

AGB	AquaticsGB (British Swimming Ltd)
CPD	Continuous Professional Development
CTK	Chief Timekeeper
Judge Level 1/2/2S	Judge Level 1 – Judge Level 2- Judge level 2S (Starter)
SE	Swim England
SE STOWG	Swim England Swimming Technical Officials' Working Party
SE SOC	Swim England Sport Operations Committee
SE ROG	Swim England Regional Official's Group (Old SE SOG)
SEER	Swim England East Region
SEER SLG	Swim England East Region Swimming Leadership Group
SEER SOLG	Swim England East Region Swimming Officials Leadership Group
TK	Timekeeper
WA	World Aquatics (AQUA)
WPS	World Para Swimming