

Swim England East Region
Minutes of the Swimming Official's Leadership Group Meeting
Wednesday 14 June 2023 @ 19:00 hrs

Present	David Metcalf (DM)	Manager – SE ER SOLG
	Keith Belton (KB)	Regional Director-Not Present
	Louise Mackie (LM)	Bedfordshire--Not Present
	Sarah Nooteboom (SN)	Cambridgeshire
	Jane Howell (JH)	Essex
	Jonathan Pope (JP)	Hertfordshire
	Chris Galer (CG)	Norfolk
	Stephen Christian (SC)	Suffolk -Not Present

Also Present: Gerry Metcalf taking notes

- 23/16 Apologies**
23/16.1 Apologies received from Keith Belton and Stephen Christian. Following the meeting apologies from Louise Mackie.
- 23/17 Declarations of conflict of interest**
23/17.1 None declared.
- 23/18 Previous minutes**
23/18.1 The minutes of the 25 January 2023 were circulated and approved following the meeting. A draft copy published on the regional website on 25/01/2023. No amendments were made, the final approved copy to be added to the website.
- 23/19 Matters arising**
23/19.1 None.
- 23/20 Ratification of items agreed since last meeting**
23/20.1 None.
- 23/21 Activities completed since the last meeting**
23/21.1 **World Aquatic Rules Updates**
The Region facilitated 30 online presentations; 544 participants took part.

22/21.2 **Swim Meet Software**
This year the Region used the “Swim Meet” software to manage swimming technical officials and poolside volunteers at the Regional Championships, held over 3 weekends in April and May 23 (Norwich and Luton). Positive feedback, with some suggestions for improvement to be feedback to Richard Dexter.
Action: DM

23/22

Activities planned before the next meeting

23/22.1

Para-Swimming Gala and CPD – 17 September 23

Regional Masters Championships – 1 October 23

Regional SC Championships – November 23

23/23

British Swimming/Swim England updates

23/23.1

British Swimming Referee Course Leader Training (23/08.2)

DM updated the meeting that he had asked for the training to be on the SE SOG agenda on 2 May 23, as there had been no further movement. Disappointingly, this subject, together with other items put forward by attendees, was not an agenda item but a written reply to this and other agenda items submitted by attendees.

The written reply received was as follows:

Update on BS Referee Course Leader training

Will SE do one

Those individuals previously identified by yourselves will be contacted to see if they are still interested. If they respond positively, they will be given access to the resources and added to the list of trainers. As they are your nominations, the onus is on you to assess their continued suitability going forward.

At the date of the meeting Darren Peck, Henry Watkinson, Jane Howell, Louise Mackie had not received information from British Swimming/Swim England. DM to continue to pursue the issue.

No longer Referee Course Leaders- Ian Knight, Stuart Tawn, Kay Maguire

Action: DM

23/23.2

BS Para -Swimming CPD for Technical Officials

DM reported that the CPD has been updated and now can be delivered virtually online instead of face to face only. SE are running 4 CPD's in June 23, which have been advertised nationally. DM delivered the first national online CPD on 12 June, which had 75 attendees. DM planned to change the CPD within the region on 17/09/23 to a virtual presentation with a new date, which will be 23 August 23 @ 7pm.

Action: DM

23/23.3

Licensed Meets – Offering of Expenses

DM reported that the last SE SOG, the subject of offering of expenses to technical officials attending licensed meets was discussed. In some regions there had been issues with Promoters not offering expenses or paying very low mileage rates etc to officials, who had not been informed prior to attending the galas.

An agreed wording was agreed and forwarded to the SE SMG for the National Licensing Group to consider. They have accepted the proposal.

The agreed wording:

“All Swimming Officials shall be offered expenses. The Promoters Expense Policy, and current expense rates, shall be included with any License application and made available to Swimming Officials before appointment”

23/24

Referee Training and Examinations

23/24.1 The May 23 examination resit results have been announced only to the candidates and course leaders. DM still has not been formally notified of the November 22 results.

DM had asked the question via the SE SOG, if BS was requiring the November 23 examination be held centrally within each region. Again, this was not an agenda item but a written reply to the meeting.

Q- In November 23, is it a requirement for a central location, I have possibly 10 candidates, is BS paying the room hire.

R-There is no requirement for it to be a centralised venue this year.

British Swimming have always paid the costs of the exam, when asked to and when considered reasonable. However, we would remind people that there is no requirement for invigilators to have any connection to swimming, so excessive travel claims are not expected.

Action: DM

23/24.2 **BS Referee Training Course 2023/2024**

CG and DM spoke regarding the positive feedback from the Race Results course CG ran earlier this year. There is a Revision course planned for 14 October 2023.

Moving forward, they plan to run a series of training sessions face to face if there is sufficient demand in 2024.

The meeting supported the proposal, CG and DM to plan for the 2024 budget.

Action: CG/DM

23/25

County Matters within SE East Region

23/25.1 **Virtual delivery of Judge level 2/Judge Level 2S (starter) courses by Counties within the Region**

DM thanked those who were present at the meeting who had already volunteered to assist in the running of online courses. All online training dates have now expired, DM asked for help in providing more dates for applicants.

DM requested dates from the beginning of September for J2 & J2S courses

Judge Level 2 / Judge Level 2S Theory Training Opportunities			
Course Date	Time	Type	Presenter
Monday 13 March 2023	10:00am	JL2S (Starter)	Jane Howell - Essex
Wednesday 23 March 2023	7.00pm	JL2 (Stroke)	Jonathan Pope - Hertfordshire
Monday 24 April 2023	7.00pm	JL2 (Stroke)	Jonathan Pope - Hertfordshire
Tuesday 25 April 23	7.00pm	JL2S (Starter)	Gerry Metcalf - Bedfordshire
Wednesday 17 May 2023	7.00pm	JL2 (Stroke)	Jonathan Pope - Hertfordshire
Saturday 10 June 2023 Date change	10.00am	JL2 (Stroke)	Sarah Nooteboom - Cambridgeshire
Wednesday 7 June 2023	7.00pm	JL2S (Starter)	Jonathan Pope - Hertfordshire

Action: ALL County Coordinators I require more dates please

23/25.2

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- not attended

Cambridgeshire- no executive committee, which brings its problems

Essex- Jane will do a WA update on the 4 July 2023, shortage of Referees for galas- however, recently 6 galas on one weekend, and not enough volunteers. Promoters have been reminded to get the strategic people in place.

Hertfordshire- similar issues, gala cancelled because of lack of referees & officials. Officials not treated with respect.

Norfolk- struggling in recruitment in clubs for JL1 (JL1 8 signed up this year, 22 x JL2) Suggested that a TK course was a quick win (online course)

Suffolk – Podge had previously advised me of a question about further WA updates-are we going to run anymore?

Judge level 2/judge level 2S course applications - DM agreed to send to the candidate, when he acknowledges their application, a copy of the Swim England training requirements at licensed meets.

Training Workbooks - Essex, Norfolk and Hertfordshire post new candidates a printed copy for their training.

Judge level 1 poolside experience – DM reminded everyone that county coordinators must also check that the candidate has attended level 1 or 2 galas either during their mentoring as a judge level 1 or post qualification before they can move onto judge level 2 training.

23/26

SE ER SOLG Development Plan and Annual Budget

23/26.1

SE ER SOLG Plans for 2023

Ongoing, DM will start to produce a draft plan for 2024 in the autumn.

Action: DM

23/27 Issues/Recommendations to the Regional Board/Operations Committee

23/27.1 None

23/28 Any other business

23/28.1 None

23/29 Confidential items

23/29.1 None

23/30 Next Meeting

23/30.1 The next meeting is scheduled take place by Zoom on Wednesday 18 October 2023 @ 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