



Swim England East Region
Minutes of the Swimming Officials' Leadership Group Meeting
Wednesday 9th October 2024 at 7.30pm

Present	David Metcalf (DM)	Manager – SEER SOLG
	Louise Mackie (LM)	Bedfordshire
	Sarah Nooteboom (SN)	Cambridgeshire
	Matt Hart (MH)	Essex – Substitute representative
	Stewart Murray (SM)	Norfolk
	Stephen (Podge) Christian (SC)	Suffolk

Also present: Gerry Metcalf taking notes

- 24/32 Apologies**
- 24/32.1 Apologies received from Chris Galer (CG Norfolk), Jane Howell (JH Essex) and Jonathan Pope (JP Hertfordshire).
- Chris Galer was taken seriously ill whilst on holiday in France in the summer and is now recovering at home. Stewart Murray is covering his Norfolk role until he returns to full health.
- 24/33 Declarations of conflict of interest**
- 24/33.1 None declared.
- 24/34 Previous minutes**
- 24/34.1 The minutes of 8th May 2024 were circulated and approved.
- 24/35 Matters arising**
- 24/35.1 Yvonne Stead has resigned as a Director of the Region.
- 24/36 Ratification of items agreed since last meeting**
- 24/36.1 None.
- 24/37 Activities completed since the last meeting**
- 24/37.1 **World Aquatic Rules updates**
There have been further updates on smaller scales - often one-2-one deliveries to enable renewal of British Swimming Officials' licences.
- 24/37.2 **Aquatics GB Para Swimming Officiating CPD**
DM delivered a further CPD on 10th July 2024, with 92 participants attending UK wide.

- 24/37.3 **Regional LC Championships**
Three Regional LC Championships weekends took place, with 27 sessions in total. Overall, the sign-up of officials was positive. Sufficient officials applied to run the galas, many though only helping at one or two sessions.
- 24/37.4 **Swim-Meet**
Swim-Meet working well, making it easy for the Technical Director to allocate duties.
- 24/37.5 **SOG Zoom account**
In July, access was given to an exclusive Regional Pro Zoom account (100 attendees) for use in connection with duties concerning officials' training.
- 24/38** **Activities planned before the next meeting**
- 24/38.1 **Regional SC Championships- November 2024**
Applications for technical officials are going well. Joan Wheeler is the Technical Director.
- 24/38.2 **Aquatics GB Para Swimming Officiating CPD**
DM will be delivering a further British Swimming Para-Swimming CPD for Technical Officials on 11th October 2024, with 168 attendees registered.
- 24/39** **Aquatics GB/Swim England updates**
- 24/39.1 **Referee candidates 2025**
All home countries have agreed to the proposal submitted by DM at the May Swim England SOG meeting that all candidates must attend a Para-Swimming CPD. For 2025, candidates must have attended a CPD previously or attend a new CPD before the November 2025 examination.
- 24/39.2 **Swim England SOG Meeting**
DM reported that he had attended the meeting on 25th September, with a confidential four-page SE document proposing a new training approach only being received the afternoon before. This was the main discussion topic.
- 24/39.3 **Swim England SOG Meeting – JL2 and JL2S applications**
The registration and payment to Swim England direct still has not been progressed for new applications for training.
- 24/39.4 **Swim England SOG Meeting – Judge Level 2 workbooks**
DM has to notify HA of new JL2 applications so that Swim England can send out the new JL2 handbooks (A5) to the new trainees.
- 24/39.5 **Swim England SOG Meeting – Swim England Leadership Group review**
No updates
- 24/39.6 **Swim England workflow project**
No updates are available on a review of all manual computer input tasks of staff across all disciplines and departments, with a view to standardising tasks.



24/39.7 **Aquatics GB swimming officials' course application**

DM reported that AGB have an updated officials' application form for JL2 and JL2S (issue 41 – September 2024). Payment of the course fee is now only by BACS to SE Finance. The regional website has been updated. An electronic copy has been circulated to all county coordinators.

24/40 Referee training and examinations

24/40.1 Gareth Harper passed the May examination and subsequent poolside assessment.

24/40.2 November 2024 examination - four officials are taking the examination (3 new and 1 re-sit).

24/41 County matters within Swim England East Region

24/41.1 **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 with delivering online training courses. Courses are available until January 2025.

24/42 County updates

24/42.1 A discussion took place by county coordinators as to what was going on within their own Counties and future planning.

Problems /issues encountered etc.:

All stated that officials are reluctant to officiate at galas except when their child is swimming. Current qualified JL1 officials are reluctant to take up JL2 training.

Bedfordshire

SE Bedfordshire website still not up-and-running, Louise's own email for the Bedfordshire website does not work. DM will check that the regional emails are working.

Cambridgeshire

SE Cambridgeshire has now got an Executive, and hopefully new blood will ensure the progress of the county.

Essex

Referee CPD delivered to referees in Essex. The County Championships should be at Basildon.

Hertfordshire - nothing received

Norfolk

Stewart said there was a good uptake on TK training, and then people were going forward. Late take-up and drop-outs on Swim-Meet.

Suffolk

The list of officials does not have their SE number - possibly Podge's error. DM to check and resend the file to Podge.

24/43

SE ER SOLG Development Plan and Annual Budget

24/43.1 DM will prepare a plan and budget towards the end of the year.

24/43.2 World Aquatics Masters Rules updates

World Aquatics updated the Masters Rules in July - see 24/43.3

24/43.3 Referee online forum/updates

SM suggested that the Region communicates to referees the Masters updates and the administration of the signing off of competences for trainees' mentoring books etc. It was agreed that this was a good idea. SM agreed to assist DM in the delivery to referees on 7th and 9th January 2025 via Zoom. Other subjects to be considered for further CPDs in 2025 to officials within the Region.

Action DM/SM

24/44

Issues/recommendations to the Regional Board

24/44.1 None

24/45

Any other business

24/45.1 None

24/46

Confidential items

24/46.1 None

24/47

Next meeting

24/47.1 The next meeting is scheduled to take place by Zoom on Wednesday 8th January 2025 at 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
AGB	Aquatics GB (British Swimming Ltd)
AGBSOG	Aquatics GB - Swimming Officials Group
TK	Timekeeper
JL 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