

Swim England East Region  
Minutes of the Swimming Official's Leadership Group Meeting  
Wednesday 9 October 2024 @ 19:00 hrs

<b>Present</b>	<b>David Metcalf (DM)</b>	<b>Manager – SE ER SOLG</b>
	<b>Post Vacant</b>	<b>Regional Director</b>
	<b>Louise Mackie (LM)</b>	<b>Bedfordshire</b>
	<b>Sarah Nootboom (SN)</b>	<b>Cambridgeshire</b>
	<b>Matt Hart (MH)</b>	<b>Essex – Substitute Joined at 19.09</b>
	<b>No Substitute</b>	<b>Hertfordshire</b>
	<b>Stewart Murray (SM)</b>	<b>Norfolk</b>
	<b>Stephen (Podge) Christian (SC)</b>	<b>Suffolk</b>

**Also Present: Gerry Metcalf (GM) 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 the 8 May 2024 were circulated and approved following the meeting.

**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 BS Official's Licences

**24/37.2 AquaticsGB Para Swimming Officiating CPD**

DM delivered a further CPD on 10 July 24 with 92 participants attended UK wide.

**24/37.3 Regional LC Championships**

Three Regional weekends, 27 sessions took place. Overall, sign up of officials was positive. There was sufficient officials applied to run the gala, many though only helping one or two sessions.

- 24/37.4 **Swim Meet**  
Swim Meet working well, easy for the TD to allocate duties.
- 24/37.5 **SOG Zoom Account**  
In July, we had access to an exclusive Regional Pro Zoom account (100 attendees) for us to use in connection with our 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 **AquaticsGB Para Swimming Officiating CPD**  
DM will be delivering a further BS Para Swimming CPD for Technical Officials on 11 October 24, with 168 attendees registered.
- 24/39** **AquaticsGB/Swim England Updates**
- 24/39.1 **Referee Candidates 2025**  
All home countries have agreed the proposal submitted by DM at the May Swim England SOG meeting that all candidates must attend a Para-Swimming CPD. For 2025, candidates have to had 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 25 September, with a confidential 4 page SE document proposing a new training approach only been received the afternoon before. This was the main discussion topic.
- 24/39.3 **Swim England SOG Meeting – Judge 2 & 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 in order that SE can send out the new JL2 handbooks (A5) to the new trainees.
- 24/39.5 **Swim England SOG Meeting – SE Leadership Group Review**  
No Updates.
- 24/39.6 **Swim England Workflow Project**  
No updates on the 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 & 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 have 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.

#### **November Examination**

24/40.2 4 officials are taking the examination (3 new and 1 resit).

## **24/41**

### **County Matters within SE 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- Officials are reluctant to officiate at galas-only when child is swimming. Current qualified JL1 officials are reluctant of take up of J2 training.

#### **Bedfordshire**

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

#### **Cambridgeshire**

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

#### **Essex**

Referee CPD delivered to referees in Essex, County Champs should be at Basildon

#### **Hertfordshire-nothing received**

#### **Norfolk**

Stewart said good uptake on TK training, and then people going forward

Late take up & drop outs on Swim-meet.

### **Suffolk**

The list of officials does not have SE number on-possibly Podges 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**

WA updated the Masters Rules in July 24.

### **24/43.3 Referee Online Forum/Updates**

SM suggested the Region communicate the Masters updates and administration of signing off competences for trainees mentoring books etc to referees. The meeting agreed this was a good idea, SM agreed to assist DM in the delivery to referees on 7 & 9 January 2025 via Zoom. Further subjects to be considered for further CPD's in 2025 to officials within the region.

**Action DM/SM**

## **24/44**

### **Issues/Recommendations to the Regional Board/Operations Committee**

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 take place by Zoom on Wednesday 8 January 2025 @ 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	AquaticsGB (British Swimming Ltd)
AGBSOG	AquaticsGB - 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