

Swimming Officials Group

Minutes of meeting held on 23rd May 2024
Via Zoom

Present:	Mark Davies Colin Evison David Broome Ian Lamb Terry Bream David Metcalf Diane Gamble Jill Beard George Adamson Bob Outtram Paul Kendal	Chairman North West Region North East Region West Midland Region East Midland Region East Region London Region South West Region South East Region Specialist Member – Para Swimming Specialist Member – Open Water
Staff:	Helen Akers	Officials Development Coordinator

24/6 Apologies

Apologies were received from Ralph Shortland (London Region).

24/7 Swim England SLG Update

MD gave an update on the SLG meeting held 16th May, with the main topics already being agenda items.

24/8 People Plan

A copy of the group's submission had been circulated, with no subsequent additional items raised. A request for timescales for progress was made.

Action – HA to request timelines for the project and advise the group.

24/9 Leadership Group Review

The background paper was shared with the group and the need to be proactive was agreed.

A round table discussion took place with the following starting questions:

- What do you see as the purpose of the group?
 - What does it do?
 - What is it responsible for?
- Who should sit on it?
 - Minimum job description?

Following the discussion, all members were asked to submit their thoughts to MD.

Action – thoughts and comments on group ToRs and job description to MD by 14th June

24/10 Regional Updates

24/10.a North East

There continue to be problems with regard to payment for officials training and with inconsistent messaging across the Region. It is hoped that the Leadership Group review may assist, MD happy to support and escalate as necessary.

24/10.b West Midland

IL is hoping for support from his Regional Board to assist with achieving consistency of messaging and delivery of training.

Action – HA to establish whether there are any plans for the Referee exam to revert to Regional centres.

24/10.c East Midland

A query has arisen around the level of cover provided through Swim England membership to those members aged over 80. It is thought unlikely that Swim England will put out a definitive statement on this, all queries should be directed to the insurance company via the website link - <https://www.howdengroup.com/uk-en/swim-england/members>

Action – HA to investigate wider signposting of the link for queries

24/10.d East

Confirmation that amended pre-requisites for English candidates for referee training have been agreed, HA to confirm whether Scotland and Wales wish to do the same before publication in advance of 2025 sign up process:

- Candidates to have completed 50 hours officiating across all roles since qualifying as a J2s OR in the last two years, whichever is most recent
- Candidates to have attended the Para-Swimming Officiating CPD

The second point will require an agreed programme of delivery to allow people to attend.

The change to supervision ratios and resulting requirement for additional Team Managers at events is having an impact on the number of volunteers available to officiate, particularly in smaller clubs where the same individuals undertake multiple roles. The group agreed that reducing the officials' requirements would not be viable as these are already set at the minimum expectation for each level and that it is important that the needs and impact of all areas of events are balanced.

Action – MD to contact relevant parties to ensure consistency of messaging around event requirements

24/10.e London

A direct approach had been made by a referee candidate wishing to arrange their practical assessment. Whilst the instructions do not specifically say that the Course Leader must make the arrangements, it would be considered a courtesy for the candidate to make them aware.

Action – HA to update documentation accordingly

24/10.f **South East**

It was confirmed that the hours quoted for Judge 1 training are guidelines and that the mandatory requirement to carry out some training at level 1 and 2 meets was removed some time ago.

The Region have a job description for Regional Officials Coordinator on their website, headed as Swim England and dated 2017. Members were advised that this was not a nationally agreed document but may provide a useful starting point for their thoughts.

24/10.g **South West**

JB registered her thanks for the recent provision of the J1 trainee listing and to DM for his delivery of the Para-swimming Officiating CPD.

24/10.h **Open Water**

A number of online sessions of Open Water Technical Official theory training have been delivered in advance of the new season. Central payment and log book despatch seems to be working well.

24/11 Any Other Business

24/11.a **Confidentiality**

Some members felt that there was a culture of not sharing items, possibly as a result of confidential items being incorrectly shared in the past.

Action – HA to ensure that items are marked as confidential or otherwise for clarity.

24/11.b **Disqualification Reports**

There still seems to be some confusion about how a disqualification report should be completed, specifically in relation to the description of the fault.

- There needs to be more explanation than simply writing the rule out
- The information on the back of the form is a summary, the whole rule should be used when considering whether an infraction has been committed
- There needs to be enough information to pre-empt any further questioning but not too much to cause confusion
- It is ultimately the decision of the referee as to whether a report is acceptable

Action – HA to provide some standard guidance for Regions to share.

24/11.c **Judge 2 Workbooks**

Regions and Counties currently use a variety of processes to register candidates for training, to distribute workbooks and to make payment. Whilst the new books are in production it is necessary to agree a uniform process so that we can ensure that integrity of training delivery.

Action – Members to advise MD of their current process by 14th June.

24/12 Date of Next Meeting

- 26th September 2024