

## **Minutes of the Swimming Committee held on 1<sup>st</sup> March 2023 at 19.00 via Zoom**

### **Present:**

P. Robbins	(PR)	Regional Vice Chair
B. Caslake	(BC)	Cornwall Representative
C. Robinson	(CR)	Regional Chairman
N. Vause	(NV)	Officials Representative
A. Osborne	(AO)	Gloucester Representative
G. Pearce	(GP)	Regional Finance Officer
A. Smart	(AS)	Dorset Representative
K. Podbury	(KP)	Somerset Representative
C. Vickery	(CV)	Admin & Events Co-Ordinator
L. Leffers	(LL)	Swimming Licencing Officer
S. Yeoman	(SY)	Wiltshire Representative
G. King-Limb	(GKL)	Coaches Representative

### **Apologies:**

D. Avery	(DA)	Devon Representative
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### **SC/2023**

#### **1. Welcome**

- 1.1 CR welcomed everyone to the meeting. Especially BC and GKL for their first meeting

#### **2. Declaration of Interests**

- 2.1 Nothing declared

#### **3. Minutes of 29<sup>th</sup> June 2022**

- 3.1 Accepted as a true record by SO and seconded by AO. Agreed unanimously by those who attended including the Masters section.

#### **4. Matters arising from above minutes**

- 4.1 There was nothing raised

#### **5. Officials Report**

- 5.1 See Officials minutes dated 09/02/2023 plus Appendix A

- 5.2 Expenses policy: rates to be increased £90 per night B&B and £20 evening meal – not to include alcohol. Receipts to be provided.

## **6. Masters Report**

6.1 See minutes dated 14/02/2023

6.2 A discussion followed re the use of Hy-tek software. There followed a sharing of information re QT checks for the system

<https://www.swimmingresults.org/competitiontimescheck/>

Following the discussion everyone was happy to continue using the system.

6.3 It was stated that because Masters have never previously had to enter electronically was not a reason to continue with this practice.

## **7. County Reports**

### **7.1 Cornwall:**

We held our Rising Stars competition and Junior Interclub Galas in January and have just concluded our County Championships. Swimmers and entry number were up from last year and more in line with pre covid figures. Quite a few competition records broken. Surveys are being used to evaluate our competitions and gather feedback from all who attended. The surveys will be collated and used to help us plan for 2024 competitions. We are anticipating issues to be raised about the venues and timing systems. We also signed off several officials who have completed their training during our County Champs. Our Masters County Comp will be held on 12<sup>th</sup> March 2023 at Bodmin Leisure Centre.

Our Teams Relays is planned for 10<sup>th</sup> June 2023 at Penzance Leisure Centre. We continue to struggle to recruit volunteers. We regularly have a campaign to ask parents of swimmers to help more.

We are revisiting the County Development Programme with a view to resuming activities this year.

We are pleased to report that although Launceston Leisure Centre did close when GLL ceased operating there, it was only for a couple of weeks and has now been handed over to a local community interest group.

Some of our clubs took part in the #BigSwimDay.

### **7.2 Devon:**

Counties went well for Devon, entries were very good except for the lower age groups, we ran long course again this year. The Life Centre allowed us to run two long days, with running 10 lanes it managed to save us a weekend. We also ran the team events and relays on the same day which really helped. A few problems with some swimmers putting in false entry times and swimmers not signing in for the distance events (as per conditions) and therefore not allowed to swim. Officials seem to be leaving their availability to last moment and leaving us with a decision as to run with fewer lanes or not, but on the day all licensing requirements were met.

The Plymouth Leander meet prior to Christmas was very short up to the last minute until the club offered to pay officials to attend the last session (do we now become professional officials).

The next couple of meets at the Life Centre are a little short at the moment but hopefully will pick up soon.

Questions raised:

Why is a club paying volunteers or is this a misinterpretation of what actually happened?

GKL stated there were problems at the County Champs and Mount Kelly have asked for a meeting with Devon about this but have not had a response to date. If they do not receive an adequate response they, as a club, will not be attending future County Champs.

Those present at the meeting felt that this would be sad as it will devalue the event.

CR to raise these points with Devon.

### **7.3 Dorset:**

All events in the Dorset County Competition Programme ran at a loss throughout 2022, so it was pleasing to get back on track with a successful 2023 County Championships and an impressive level of entry. Some strokes/events had very low entry numbers but these were all in the very youngest age groups and indicative that clubs are still rebuilding. The Dorset Novice League series of three time-banded galas is no longer viable due to the high cost of pool hire and has been replaced by a one-off Novice Gala in March 2023. Masters was severely depleted following the lockdown period but three of our Masters clubs are now showing healthy numbers. However only around one-quarter of the 200 or so Masters are registered as Club Compete which could impact on Dorset's ability to field a Masters Inter-County team this year if Club Compete category becomes mandatory. After a struggle to secure accommodation for the 2023 National County Team Competition, hotel and coach are now finally booked with, as all other counties have probably found, a serious increase in the cost from last year. Booking coach/accommodation was also made unnecessarily difficult by the time it took SE to confirm the date of the competition; information needs to be published sufficiently in advance to give CAs enough time to put plans in place. This rarely happens and doesn't just apply to competition dates; similar problems have been experienced with the County Development Programme (previously England Programmes).

### **7.4 Gloucester:**

The Gloucester County Championships ran very successfully at Hengrove Pool Bristol over 3 weekends in Jan/Feb. All events were run Long Course. The Championships were very well supported and incorporated Age-Group finals in 50/100m events and Championship finals in 200's. Numbers were excellent but swimmer numbers in the youngest age-groups were low. The county will look at qualification times to see if we can encourage more swimmers in these age-groups going forwards. This may still be a post covid issue.

The County team relay day was reintroduced (not licenced) and ran Short Course at Hutton Moor. Entry were a little disappointing but the event was enjoyed by all present.

The County Championships produced a healthy profit mainly due to entry cost increases, spectator numbers increasing (post covid) and pool hire costs coming in under budget.

Post Counties there has been great discussion and debate over how we move the championships forward. The entry times are likely to be tightened and there maybe changes to how finals are run (but still within the SE dictate and Licensing conditions).

There is a new Coaches Forum being formed after an initial meeting run by Andy Osborne. Jez Bird (Bristol Henleaze) is to be a liaison between that coaches group and the County Exec.

The second Phase 1 day is to run at the end of March, Lead Coach being Craig Skinner (Gloucester). The event will run at Cheltenham College pool, a new venue being used this year for the first time.

No Para report received.

No Masters report received.

## **7.5 Somerset:**

Firstly, apologise this is late.

Somerset ran a successful Counties Championship over 3.5 weekends January/February. A good number of records were broken, it was well attended by spectators and the competitor numbers increased on last year. I have received feedback from many clubs and I will be organising a Swimming Committee meeting to review them and make any changes as necessary.

Swim Path attended for most of the championships, we were joined by Wyvern Swimwear on the last Saturday as Swim Path were unavailable. Swim Meet software was used for Officials & Volunteer sign up plus Withdrawals. We have found this very successful over the last few years and as a result Somerset have purchased a licence for all clubs in Somerset to use the software for this year.

There was an issue with the starting equipment on the middle Saturday but we were able to borrow one from Hutton Moor for the weekend and Millfield replaced the equipment with a new unit for the final weekend.

## **7.6 Wiltshire:**

Wiltshire finished their Age Groups/Championships on the 20<sup>th</sup> February.

Although working with pool provision which was less in hours than previously and a change is approach to accommodate this we had a successful set of events. Entries were up on last year but just manageable.

One disappointing effect of this was that we decided to not have Championship presentations. ( Age group medals are always collected at the end of the day)). Even with a turn around time of only 1 min 30sec to parade and issue 1<sup>st</sup> to 6<sup>th</sup> it still adds 90 minutes to the sessions, which we just did not have.

No complaints from any club over anything so we must have got most things right!

Officials just okay, still noticeable drop in numbers from pre-covid.

We have yet to have had the wash up meeting of the event team, but are already sorting dates and programme for next year. There no let up. At least life is not boring.

## **8. Licensing Report:**

8.1 See Appendix B

## **9. Coaches Report:**

9.1 See minutes dated 11/01/2023

9.2 GKL raised the plans for the overseas meet he has offered to organise. Selection to take place following the Regional Summer

Championships. Criteria to be finalised shortly. It will be a tight turn around as meet planned for the end of June.

## **10. Competition:**

10.1 Age groups at Hengrove date changed to 13/14 May because of the Kings coronation the previous weekend.

10.2 Plymouth Leander will facilitate the Plymouth Weekend.

Tigersharks will facilitate the Hengrove weekend

We still need facilitators for Millfield and the Winter Championships.

CR will approach other clubs to see if they can assist.

## **11. Development:**

11.1 Counties very mixed on their Development camps progress at this time.

11.2 Regional camps all in hand and planning / selection progressing well.

## **12. Swimming Leadership Minutes:**

12.1 minutes of 19/01/2023 circulated.

12.2 Felt to be ambiguous because papers that have been circulated prior to the meeting are not attached for clarification / information.

## **13. Dates of Future meetings:**

13.1 14/06/2023 & 18/10/2023

**Meeting closed at 20.20**

## Appendix A

### 2022 Annual Report for Pool Swimming Officials Training and Development Swim England South West Ltd

This report covers the first full year post pandemic and includes some information from the limited activity in 2020 & 2021. Plus, notes about the forthcoming World Aquatics Rules CPD update.

**Timekeeper Training** is now delivered through candidates following an online course launched during the pandemic and short practical confirmation of competency. Candidates self-fund the course at a cost of £5 per person. This qualifies successful candidates to help at unlicensed and club L4 meets. This training is not a prerequisite to undertaking J1 training. The process is managed by the clubs. However, some who have qualified through this route may choose to progress to J1 and can apply for a SW Funded J1 course which is shortened to omit the timekeeper modules already studied. Candidates must be at least 14 years old.

**Judge One Training** has been delivered by online learning since January 2020 for the theory element followed by structured mentored poolside practice which is supported by a local Referee and event mentors at County and Club level. Various dispensations about length of time allowed to complete the practical element of the course were deployed to compensate for COVID disruptions. The length of time now has reverted to 11 months with the possibility of extension by application in extenuating circumstances. Many are now starting to complete in just two or three months as was the experience during the SW PILOT in the autumn of 2019.

The Region funds J1 training by issuing vouchers which cost £20 each for use on a specified closed course only open to the voucher holders. The application process must follow the protocols which are outlined in full on the Regional Website in the Swimming Section (scrolling down to information on Officials). The prerequisites are to be 15 years of age and a Swim England member. The training is fully supported by the Region. Should any candidates choose to self-fund and not avail themselves of a voucher and full regional support, the Region will learn about them from Swim England only after successful upload of their theory certificates in the next monthly download provided by Swim England to our Regional Officials Training and Development Coordinator.

Since the Scheme launch the Region has issued 28 vouchers for the shortened course for those already qualified as timekeepers through the online route.

Vouchers issued for the full course since its inception total 273\* (\*unfortunately approximately 28 of the voucher recipients are believed to have left the sport through changed circumstances linked to the pandemic).

127 officials funded by the SW have successfully completed their J1 training. The rate of completion is accelerating now practical opportunities have returned to near pre pandemic levels with new completions being recorded every week. Those working through the practical phase can officiate at L3 and L4 meets when needed. There are 27 trainees currently working through the online study programme with many candidates completing this stage in under 48 hours from the issue of their voucher.

**Judge two training** was allowed to recommence in October 2021. This training is paid for by the region at a cost of £10 per candidate. The theory training is delivered every month by ZOOM session. 82 candidates have attended one of the ZOOM sessions and already 56 have completed the qualification. A significant number of the candidates have come forward from the online J1 programme. No candidate should wait longer than a month to start the training which brings candidates together from across the region. The only prerequisites are: being at least 15 years old with 20 hours of experience since qualifying as a J1; evidence of having worked at a L1 or L2 meet at some point either during their training or once qualified.



**J2S starter** training recommenced in October 2021 and 27 officials have begun their training in their home county with 13 having already completed. There is no fee for this extension to J2 training. Officials can commence training once they can evidence 20 hours working as a J2 post qualification.

**Referee** training recommenced in January 2022. There were two candidates from pre pandemic and 2 new candidates in 2022. Two opted to postpone their first sit until May 2023 and two passed the theory exam in November and have their practical assessment arranged at an “unfamiliar” venue at a forthcoming L3 meet.

**CPD opportunities in 2022** included the **Para Swim Module** attended by 17 officials in Bristol in September tutored by David Jones. This was followed by the Regional Para Swim Meet for both South West and South East Regions.

**FINA rules 2017-21** catch up sessions were run by ZOOM for SW officials who had not previously attended the FINA rules 2017-21 CPD and whose licence was due to expire between January and September 2022. The anticipated new rules were delayed with a World Swimming launch date of January 2023. British Swimming is set to adopt the new **World Aquatics Rules 2023-25** on **March 10<sup>th</sup> 2023** at the start of the summer qualification window. Swim England issued a clear statement that all English County Championships 2023 would be held under the 2017-21 rules. Dispensations were announced for any licence renewals due before the launch of the new rules update. All 2017-21 rules update attendances will remain valid until a short period of time after the launch of World Aquatics Rules 2023-25. All officials who have undertaken training under the 2017-21 rules and who haven't attended a 2017-21 rules update were allowed to relicence prior to the launch of the 2023 -25 rules CPD. Licenses were not deemed to have expired during the County Championships if officials were waiting for the new CPD module to be launched.

The Region has already scheduled 10 large scale ZOOM sessions (one session at the end of February and 9 in March) with options on all weekday nights to allow most the Region's 735 currently licensed officials and those J1 trainees progressing through their practical work to attend an update as quickly as possible. This is mandatory obligation for every official regardless of when their licence is due for renewal. At the time of writing, and only four days after the invitation was sent to all eligible officials, 294 have already signed up. More sessions will be scheduled if needed so all active officials and trainee officials can be up to date.

**Contemporary Issues** CPD module is available online and is compulsory for all J1 trainees and all who wish to relicence.

**Sharing information** to keep up to date. The Regional Officials Training and Development Coordinator has issued a newsletter on 4 occasions since the autumn of 2021 sharing important updates to training matters and officials protocols. The latest newsletter included full information on how to sign up to the rules update and includes an invitation to sign up on Swim Meet for the Regional swim events. The newsletters are sent by direct email (as bcc) to all the regions' Licensed officials and J1 trainees who have embarked on the practical phase of their training.

Alerts to new aspects of training and development of pool-based swimming officials are posted on the Regional Social Media platforms and when relevant included in the monthly newsletter.

A WhatsApp group was set up in 2021 to support all the referees and other trainers who support the training and development of our J1 trainees. It is used to share a wide range of information on the best practice for training and development of our South West Officials.

## Appendix B

### RLO – Report 01/03/2023

Licensing is going okay – Reminder to all Promoters that I must have 60 days notice of a meet.

Counties all finished and went well, one County very behind on submitting reports.

This must be done within 14 days of the meet finishing.

Lots of promoters are a bit rusty and lots of new promoters who have not been bought up to speed by previous promoters. It has been a bit trying with getting Promoters to ensure they have the correct conditions in place and returning paperwork and payments in a timely fashion.

We only have 43 meets currently on the list.

#### Clubs by County Licencing Meets

Cornwall	Dorset	Devon
Caradon SC	Bournemouth Collegiate	City Of Plymouth
Carn Brea & Helston	Bridport Barracudas	Dawlish SC
Cornwall County	Dorset County	Devon County
Newquay SC	North Dorset Turbo's	Exeter City
Dinnaton & Caradon	Poole SC	Plymouth Leander
North Cornwall Dragons	Seagulls SC	Tiverton SC
	Swim Bournemouth	Devonport Royals
	West Dorset	
	Weymouth SC	
Somerset	Gloucester	Wiltshire
Bridgwater SC	Bristol Henleaze	Bradford on Avon
Clevedon SC	Bristol North	Calne Alpha 4
Frome SC	Bristol Penguin Olympic	Chippenham ASC
Millfield School	City of Bristol	Corsham ASC
Somerset County	Cheltenham SWPC	Salisbury Stingrays
Street & District	Gloucester City	Swindon Dolphin
Taunton Deane	Kenysham SC	Tigersharks
Team Bath AS	Sevenside Tritons SC	Trowbridge ASC
Trident SC	Soundwell SC	Wiltshire County
Yeovil & District	Southwold SC	
City of Wells		
Tavistock SC		

**Disability / Para Entry** – It is important Promoters understand the process for accepting these entries. It is the Promoters responsibility to ensure the Lead Ref is aware of all Classified Disabled Swimmers at the start of each session

*Disability Swimmer entries - All swimmers must have an authorized SE/IPC swimming classification, Certificate of Disability or Function Ability Card. In addition, details of disability must be provided with entry. Please ensure you present, Certificate of Disability or Function Ability Card to the Referee prior to each competition session, failure to do so may result in disqualification*



## Setting World Para-Records

World Para-Swimming records can only be set at World Para-Swimming licensed events. The next WPS licensed event in GB is the British Para-Swimming International Meet in March, Sheffield. If you want to get a WPS license you need to apply 70 days in advance of the comp, see attached doc with link to apply for license.

## British Para Swimming

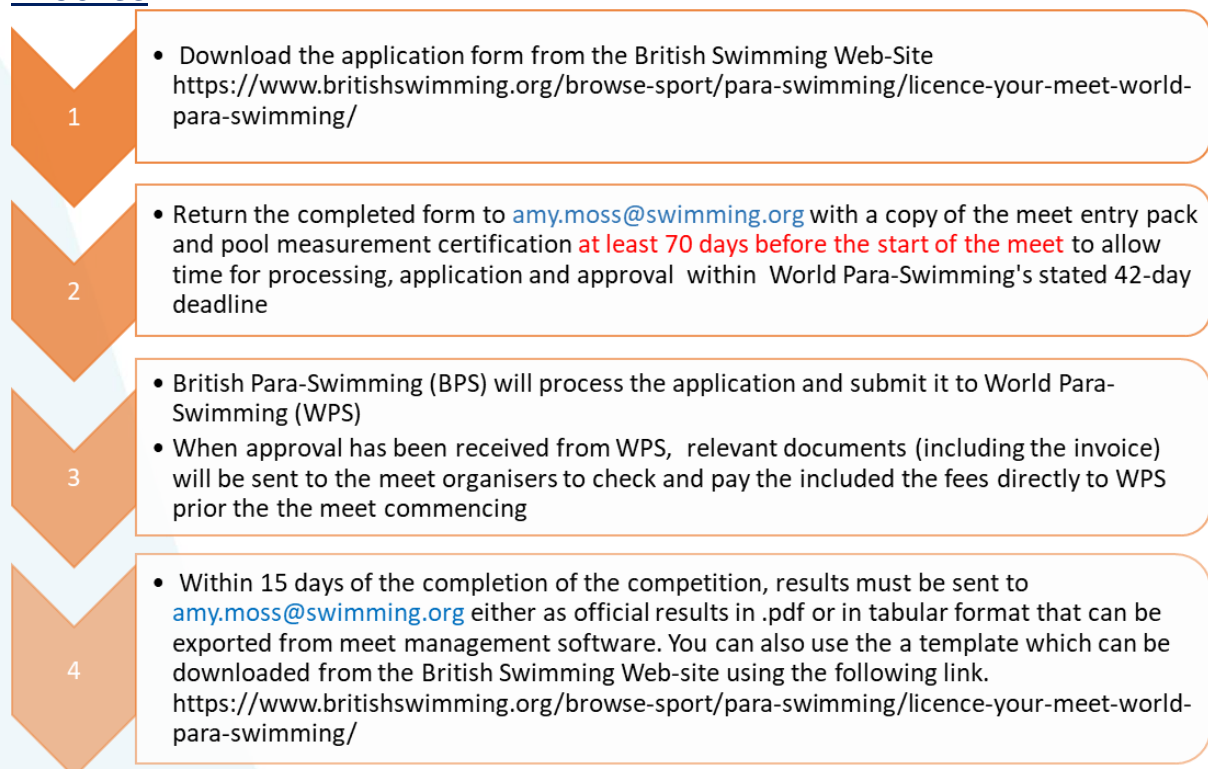
### INTRODUCTION

The licensing of swim meets with World Para-Swimming allows swimmers' times achieved at these competitions to be added to the World Para-Swimming (WPS) Rankings. Once a license has been granted by WPS, it will allow any athlete with a WPS licence to claim a European or World record (subject to meeting all of the criteria laid out in the relevant rules). Only athletes with a valid WPS licence can claim European and/or World records.

At this time, as the recognised body, it is only British Para-Swimming who can make license applications to WPS. Therefore licensing applications for all domestic meets (such as County, Regional, District, National Championships and club Open Meets) must be done through British Para-Swimming. All forms and further information can be found on the British Swimming web-site using the following link: <https://www.britishswimming.org/browse-sport/para-swimming/licence-your-meet-world-para-swimming/>

**World Para-Swimming rules state that there is a fee of €80.00 and the application must be completed and approved by them 42 days before the start of the competition.**

### PROCESS



For any further information on Licensing Meets with World Para-Swimming please contact [amy.moss@swimming.org](mailto:amy.moss@swimming.org)

**Reminder of Levy Payments** – Payments are being made late or not at all. Clubs are reminded the following

L4 - £25.00 to cover a Calendar year, January to December

LL4 & L3 - £0.20 per entry (that is per race entry not per swimmer entry)

L1 & L2 - £0.35p per entry (that is per race entry not per swimmer)

All of the above MUST be paid within 14 days of the meet closing. Screen shots must be sent to me with post meet reports.

### **Paying your Levy fees**

Your fee can be paid by transfer to the following account: -

Bank - Lloyds Bank      Account Name - Swim England South West Limited

Sort Code - 30-98-97      Account No - 34605163

Please name payment as – Club and Level    ie: Tigersharks L2

Please take a screen shot of the payment and email to me.