

Minutes of MCASA SWIMMING OFFICIALS' COMMITTEE

Held at Chiltern Close, Bushey on 6th May 2009 at 7.00pm

Present: Dave Barnes, Susie Breslin, Pam Crofts, Stan Mills, Ralph Shortland.

09/015 Apologies for Absence:

Lesley French had tendered her resignation from the Committee for personal reasons. The Committee thanked her for her valuable service in the past and wished her well for the future.

09/016 Minutes of meeting held on 11th February 2009

These were agreed as a true record and signed by the Chairman.

09/017 Matters Arising

08/031: The KPI's had been submitted. Finding up-to-date details of licensed officials had proved difficult. Ralph will contact Jane Davies on this.

09/007: Still work in progress - Ralph to follow up.

09/018 Budgets 2009/2010

Expenses relating to Officials' courses are ultimately picked up by London Region. However, a comprehensive budget was drawn up for the ensuing year for the County Treasurer. This is attached at Appendix A, a copy of which will be sent to Richard Whitehead at London Region for his information.

09/019 Training Courses

a) Judge 1 / Judge 2:

- 1) The wipe-up day at Perivale Community Centre had proved successful.
- 2) At the Spring Development Meet, the following officials successfully completed their practical assessments:-
 - i. Starter: Wayne Hirst and Ian Woollard.
 - ii. Judge 1: Lynn Arch (Assessed at Richmond Schools Gala), Colin Hicks and Chelsea Peng.

b) CPD - Contemporary Issues:

- 1) The first seminars run by London Region had been sparsely attended by Middx Officials and it was thought that further specific courses were required in the County. It was suggested that the first of these be run in the meeting room at Southbury Road on Saturday 27th June from 11.00am to 2.00pm
- 2) In order to advertise this seminar and to re-emphasise the importance of the Licensing of officials, Ralph undertook to produce a paper which would be e-mailed to all county officials plus hard copies to club secretaries for display on club notice boards

c) Disability Training for officials:

- 1) A Disability Awareness Course will be run during the afternoon of Saturday September 19th at East Ham. This will be followed by the London Region Disability Competition to which

all course participants will be invited to officiate.

d) Technical Rules Update:

- 1) No formal seminar is possible at this time although Dave Barnes will be sending an e-mail to all officials now that the asa Board has agreed to adopt the recent FINA Bureau rule changes.

e) Young Officials:

- 1) Ralph reported that this initiative had not been taken up nationally as originally expected. He had run one course at Teddington which had produced 7 new officials.
- 2) The course material used was the same as the regular course as there was an absence of notes available pertaining to the special young officials course.
- 3) The current list provided by the asa shows only four young officials within Middlesex - Ralph would be making further enquiries.

09/020 Officials' Upgrades

It was decided that future courses would be run four-monthly covering the periods May-July, Sept-Nov and Jan-March.

09/021 KPI's - April to June 2009

Data was being assembled and would be sent to Neil Booth of the asa SOG.

09/022 asa SOG – Updates from Meeting – April 19th 2009

- a) Ann Van Beukelen had reported that new workbooks for Judge 1 are being reprinted for use from September 2009;
- b) All Officials' CPD Courses that are being arranged locally should be advised to Jane Davies for publication on the web;
- c) There is a proposal that the £10 fee for the licensing of officials should be paid for by the Regions, the asa billing them periodically - further information would be provided if this is approved;
- d) It was reported that officials have only one year to apply for Licensing after qualification. At present only 41% have applied - target figure is 45%
- e) The Referees' Exam for 2009 will take place on 14th November;
- f) The Swimming Officials' Newsletter is now available on-line. Out of the 6,000 officials nationwide only 850 had signed up to receive this to date.
- g) Finally, concerning the requirement for a referee to give a series of short sharp whistles before each race, it was recognised that most were using three blasts. It had been pointed out to the SOG that this was the recognised alarm signal used by the RLSS. Consequently, Referees are being advised to use four short blasts in future.

09/023 Any Other Business:

- a) **SOC Vacancies:** Andy Woska and Tony Burton would be invited to join the committee to fill the current vacancies. Both are referees and are currently involved in the delivery of officials' courses.
- b) **On Demand Courses:** One club had enquired as to the minimum

period required in which to organise an on-demand timekeeper course. It was agreed that if a tutor was available, there would be no minimum period save the requirement to provide the facility for classroom training followed by pool assessments plus a cheque for £25 together with the asa details of the proposed participants (minimum 6 and maximum 10).

- c) **asa Official's Database:** The accuracy of the asa Official's Database was still a cause for concern. Final checks were being made against the data held by the county and details of any amendments will be passed to the asa.
- d) **David Telford:** The Committee learned with sadness of the passing of David Telford. David was a committed official and supportive of the county until he had to withdraw to start his fight against his cancer. Dave Barnes would be attending his funeral on 14th May.

09/024 Date of Next Meeting

Agreed as Wednesday 1st July 2009 at 7pm. Venue confirmed as Stan Mill's house.

The meeting closed at 10.40pm.

Minutes Agreed

Chairman

Date:

MCASA Swimming Officials Committee

Budget 2009/2010

Costs of Courses:

Timekeeper	Estimated on-demand courses required =	10	
Judge 1	Estimated 3 courses at 2 joint locations		
Judge 2	Estimated 3 courses at 2 joint locations		
Referee	Estimated 2 evenings for theory training for	3	Hrs

Agreed Tutor costs	£10	per hour
Estimated room hire	£20	per hour
Estimated travelling costs - Judge 1 & 2	£10	per course
Estimated travelling costs - Timekeeper	£5	per course

	No: of Courses	Hours per Course	Tutor Costs	Travel Costs	Room Hire	Total
Timekeeper	10	2	£200	£50	-	£250
Judge 1	6	8	£480	£60	£960	£1,500
Judge 2	6	8	£480	£60	£960	£1,500
Referee	1	6	£60	£20	£120	£200
Referee Exam costs picked up centrally by the asa						
						<u>£3,450</u>

Capital Costs:

Equipment required for course presentations

2	Laptop Computers	@	£250	£500
2	Video Projectors	@	£350	£700
				<u>£1,200</u>

Total projected costs for the year £4,650