

Les Rodger	LR	Chair
Jim Gallacher	JG	Safety Co-ordinator
Lynne Deans	LD	West District Convenor
Richard Collins	RC	Team/Squad Manager
Andrena Hammond	AH	Head Open Water Coach
Julie August	JA	Midland District Convenor (2016)
Vicky Taylor	VT	Midland District Convenor (2017)
Sandra Westgate	SW	Volunteers Co-ordinator
Cati Arasa Postles	CAP	East District Convenor
Jayne Smith	JS	Scottish Swimming

The meeting was therefore quorate.

Item No.	Action
1. Apologies for Absence: Ralph Payne (RP), Kirsty Ewen (KE), Jennifer Ewen (JE)	
2. Declarations of Interest: LD parent of Mark and Scott Deans.	
3. Minutes of Meeting of October 2016: Proposed SW, seconded JG, minutes accepted without dissent.	
4. Matters Arising and Items on Action List:	
1 <u>Water Safety Training for STOs</u> : Aim to carry this out at an event.	
2 <u>Debit Card</u> : Office has indicated that we could either have a credit card (but we would have to submit monthly reports) or else a float. Consensus was that a credit card would be preferred. LR to take this message back to office.	LR
3 <u>Acknowledge OWR on meet information</u> – for action of meet organisers	Meet Organisers
4 <u>Container</u> : JG and JS are meeting OWR in February.	
5. Correspondence/Reports:	
<u>Co-opted Member</u> LR has advised office for Board approval.	
Other correspondence will be referred as the meeting progresses.	
6. Development Plan 2017: It was suggested that in view of the new wetsuit rules we should consider reducing the minimum age and/or increase the maximum distance for younger swimmers. This would require a SASA rule change and would therefore have to go to AGM. Monitor and consider during the year for an approach to 2018 AGM.	LR

JS will feed back our thoughts on coach education to Alan Reed and organise a discussion with AH. It was suggested that there should be two CPD modules, one more basic and one more advanced. **JS/AH**

LR to send details of trainees to SW. **LR**

VT to contact Dundee City Aquatics re impending OWSTO and Safety Officer training. **VT**

Press/Media Officer – it was decided that this need not be the same person all year. Meet organisers should try to arrange that somebody contributes to Social Media at their events. **Meet Organisers**
Do we need to give them guidelines to operate to? - Yes. JS will ask Judith. **JS**

We should publicise the athletes in Team and OW Development Squad on the website. **RC/AH**

Awaiting information from Darnley Dams before any decision on a national training centre.

Target 20 trained STOs by end 2017.

Target 4 trained Safety Officers by end 2017.

Assess entries from Universities in 2017 to consider whether a student event is appropriate.

Invite coaches of Development Squad swimmers to the Training Day.

We should purchase one or two GPS/monitors for swimmer tracking in 2017.

7. Governance:

New FINA Rules and Implications re wetsuits

The new FINA rules have been confirmed. These require swimmers to wear wetsuits below 18 C, swimsuits above 20 C and optional between 18 C and 20 C. It's unlikely that we will have water temperatures in excess of 20 C in Scotland.

FINA has defined wetsuit parameters for manufacturers to obtain the "FINA Approved" mark. However, wetsuits will not have to be marked, provided that they meet the Rules.

The wetsuit shape definition "covering the torso ... knees" is fairly self-explanatory. However, LR is seeking clarification from British Swimming over "covering the shoulder". **LR**

JS is meeting Total Endurance/Aquasphere shortly. We will want there to be wetsuit hire available at least at the first event of the season. The norm (in Come and Try) is that the supplier will hire either per event or else for the whole season. The athlete can then get a discount if they wish to buy. However, for Age Group, growing athletes, this may offer a better way to service the need for wetsuits whilst minimising costs to parents as far as possible.

Can we also have wetsuit available to try at the Stirling pool event in May, so that swimmers can check fittings? Also, can this be done at the Helix Come and Try?

Finally, some STO training on legal and illegal styles of wetsuit will be needed, can the supplier let us see examples? **JS**

Is there a possibility of a wetsuit prize for Grand Prix winners or SNOWs winners? This for further consideration later.

New Scottish Rules

Discussion of the requirements for amendments to the existing Scottish rules to accommodate the new FINA rules. This took into account discussions prior to this meeting with representatives from YeAABA.

Agreed to propose to Board a minimum temperature of 13 degrees.
Level One events should be to FINA other than the lower minimum temperature.
Agreed to adopt compulsory maximum cut-off times for Level One events, at all temperatures (not just at less than 16 C).

Agreed to propose that swimsuit (non-wetsuit) events can still be licensed at Level Two but with Risk Assessments undertaken by qualified OW Referee and Safety Officer.

Agreed to propose that Club-only events (which presently need not be licensed under Scottish Swimming rules) must, as a minimum, submit a Risk Assessment to the OW Committee prior to the event.

We will need to consider/experiment in terms of numbering swimmers but the existing rule will accommodate us meantime.

LR to liaise with Editorial Committee to establish final proposals based on the draft document examined at this meeting, before these are submitted to Board for approval. **LR**

Events Guidance will need to be amended to reflect the new rules. **LR/JG**

Safety Officer training workbook will also need amended. However, this document is currently in discussion with ASA too. **LR/JG**

8. Domestic Events:

Challenge Events and Online Entries to Events

The Azolve membership system can be linked to an Event Entry system.

There was an issue getting the money for West District from last year's Eventbrite system before the financial year end.

Staffing in Stirling over the summer holidays might present an issue.

It was agreed to press ahead with Online Entries for the East District OW Championships and the SNOWs and also for Challenge events. **CAP/KE/JS**

There will need to be separate contacts in the online system for Booking Enquiries and Event Enquiries.

The system should send a confirmation email.

Costs to be similar to Eventbrite or less.

What are the age limits for the Challenge Events?

Other

Can we create a link on our website to "Neptune Steps"? This has been done before but we had an intermediate page which stated that we were not responsible to events organised by others. Also, we will need to approach Forbes to obtain clearance re General Rule 4 for Scottish Swimming members to take part in the event. **LR**

JG to check dates for all events with Open Water rescue **JG**

West

Venue booked – same as last year. Discussion around the Obstacle Relay. Since the rules of this event are defined we would see no reason why this could not be the same next year.

Scottish

Normal programme in general. However, there is probably no need for the Novice 1km event, other than for 12 year olds.

We should try to be a boat on the water for feeding on the 10k on Sunday. **KE**

Disability event proposed. Preliminary discussions have been held. Agreed that this would probably be better on the Sunday due to the number of events on Saturday and due to difficulties re transport/parking on Saturday. JG will speak with OWR. Agreed in **JG**

principle but more discussions to be had.

Amended entry costs sent to Board for approval.

East

Waiting for confirmation of 4th June date. This to be ASA Qualifier.
Relay to be Chain Relay again.

Midland

15th July confirmed. Will be 1k, 3k and 5k. Latter two events could be used if there are any problems with the East as the ASA Qualifier. Offers a "Plan B" for us.
Set up will need to be Friday afternoon.

North

Convenor not present at meeting. JG will approach the local First Aid group for this event.

Scottish One Mile

No news at this point as to whether this is happening or not. Please add Richard to the list of SASA attendees if it is.

YeAABA Events

The YeAABA swim dates in their 2017 programme in the booklet left for us all appear fine at this stage; no clashes with the possible exception of the Full Loch Earn. If the Scottish One Mile goes ahead, then that date would clash and YeAABA would have to justify why the OW Committee should allow a license on the same day as a Scottish National event (this would be required in accordance with the SASA rules). VT to advise YeAABA.

VT

9. Team/Squad:

Agreed that Scottish OW Team will comprise five swimmers (names agreed, withheld from these minutes), who will be able to wear the performance kit.

Cyprus was not necessarily the best for our swimmers. We are looking at options. Spain in May? French Championships or German Championships in the first half of the summer?

AH/RC

Kit is to be TYR. Scottish Swimming wants us to stock up early. Assume kit for Scottish team and shirt for Development Squad (say 20 swimmers).

RC

Parkas: These have been printed wrongly. AH will go back to supplier and check status. If they have not been redone already she may cancel the order and go with TYR instead.

AH

LR to query availability of yellow and purple polos for STOs and event staff through TYR, since these colours are not in the catalogue.

LR

Development Squad to be selected after the ASA Qualifier.

AH expressed thanks to RC for his organisational abilities in 2016.

10. Safety:

Ten lifejackets bought at end of 2016. Two existing lifejackets (for referees) to be refurbished. This will give us twelve in 2017, plus six out of date.

Given the cost of refurbishing the other six, it was agreed to give them to OWR who have the time and ability to refurbish them themselves.

JG

Kit stock take required before the season.

We should make a real effort to sell the spare buoys and reinvest the proceeds.

We should get a couple of yellow buoys in the same triangular format as the orange buoys.

11. Budget Application for 2017:

Although we have not yet been asked, we can expect a request soon.

We have held the budget static for the last few years.

It was agreed to work with a budget more or less the same in all areas as we have last year. However, we expect to have to replace a lot of Speedo kit next year with TYR, so there will be a few extra costs.

Also – discussion around a feeding pole.

We should invest in a couple of sports trackers for coaching purposes at start of 2017. RC and AH to consider options. Consider how such data might be used in Sports Science application.

RC/AH

Transfers for wetsuit numbering likely to be expensive, though it would be good to try these say at the SNOWs. Otherwise, we should number hands and caps.

Agreed to put forward the same budget as last year plus £300.

LR

12. Technical Officials:

Agreed to go ahead with an Officials training event on 13th May prior to the Committee Meeting, in Stirling. We should seek candidates for Safety Officer and also OWJ1. If we have a FINA update presentation from British Swimming then we might consider that too. Main priority OWJ1 and Safety Officer – everyone to seek candidates. LR will advise NSTO Committee.

SW/all

LR

There was a discussion of a document received from ASA. Concerns expressed that this states a minimum of only two events to achieve OWJ1 and two to achieve OWJ2. Existing documentation has ten and nine signatures, respectively. Hopefully, this is a misunderstanding, otherwise these proposals will considerably water down both qualifications. It was agreed that in the Committee's opinion, OWJ2 requires several events, especially in terms of Clerk of the Course.

Also, the Committee does not see why Safety Officer should require qualification to OWJ2 as an entry. This will reduce the number of candidates available for this scheme, will likely put some off and could run the risk that OWJ1 and OWJ2 trainees will be rushed through in order to achieve entry to the Safety Officer course.

LR to advise NSTO Committee of our opinion and advise ASA of our concerns.

LR

13. Mailing Lists:

To be updated for 2017.

14. AOCB:

None

Meeting closed 15:55.

Next Committee Meetings:

18 March 2017

13 May 2017