

# Open Water Committee Meeting Minutes

Saturday 18<sup>th</sup> March, 2017 at 10:00  
National Swimming Academy, Stirling

Les Rodger	<b>LR</b>	Chair
Jim Gallacher	<b>JG</b>	Safety Co-ordinator
Kirsty Ewen	<b>KE</b>	Events Co-ordinator
Richard Collins	<b>RC</b>	Team/Squad Manager
Andrena Hammond	<b>AH</b>	Head Open Water Coach
Lesley Reynolds	<b>LRy</b>	Midland District Committee
Jennifer Ewen	<b>JE</b>	North District Convenor
Jayne Smith	<b>JS</b>	Scottish Swimming

The meeting was therefore quorate.

Item No.	Action
1. <b>Apologies for Absence:</b> Ralph Payne ( <b>RP</b> ), Lynne Deans ( <b>LD</b> ), Cati Arasa Postles ( <b>CAP</b> ), Sandra Westgate ( <b>SW</b> ), Vicky Taylor ( <b>VT</b> )	
2. <b>Declarations of Interest:</b> None.	
3. <b>Minutes of Meeting of January 2017:</b> Proposed RC, seconded Andrena, minutes accepted without dissent.	
4. <b>Matters Arising and Items on Action List:</b>	
1 <u>Water Safety Training for STOs</u> : A 20 min course to be delivered at an event.	
2 <u>Reference RLSS</u> : LR to distribute agreed wording	<b>LR</b>
3 <u>Container</u> : Meeting to be set up at Mollinsburn	<b>JG</b>
5 <u>CPD Module</u> : To be useful for qualified pool coaches this needs to be at a higher level than delivered at the pilot. The pilot was good for coaches with no knowledge of OW. AH to speak with Alan Reed. Tri course – one day practical £45 but AH has no info on this. Could be we are looking at two different CPD courses. Unlikely to be resolved before May. There was a lengthy discussion around health and safety in open water training sessions. Coaches need to be aware they have a duty of care. However, can sufficient training be delivered in a short space of time to make a coach competent to undertake a sufficient RA? Is this possible? Appropriate? If OW training is undertaken under Safety control of other bodies, is that a possible way forward? JS to speak with Elaine re insurance. JG also asked that JS seek clarification on kayakers. Should we get SASA volunteer membership for them?	<b>AH</b>          <b>JS</b>
11 <u>Wetsuits</u> : clarification has been obtained.	
12 <u>Total Endurance</u> : JS has met. They can come in May.	
14 <u>New Regs</u> : Approval expected very shortly.	

16 Safety Officer Training: No significant change needed to document immediately. Still in discussion with ASA.

19 Neptune Steps: GR4 approval obtained.

20 Dates are fine with OWR

21 Feeding boat: KE will email Venachar Sailing Club

KE

26 Parka Order: has arrived.

28 Kit stock take: Should do soon.

LR/JG

30 Budget application made, no response yet.

32 NSTO Committee has been advised of OW training at Stirling (13 May)

33 ASA advised of our opinions on their OWSTO document

37 Midland have advised that GP events are to be 5k and 3k.

## 5. Correspondence/Reports:

Credit Card Agreed to be to RC, £1k credit limit. LR to ask office if AH would be allowed a card as backup. LR to send form to RC, to return to office.

LR  
RC

Short discussion on ASA document on costume variations for religious, etc reasons. Committee has no issues in principle as long as whatever is proposed will not significantly impact safety. LR to advise NSTO Committee and we will wait for guidance back from them.

LR

## 6. Governance:

New Regs expected to have formal approval very shortly (within days).

Based on this, the Committee approved:

- a) Document prepared for website with summary of rule changes
- b) Document prepared for website on extents of wetsuits
- c) Events Guidance 2017
- d) Modified Risk Assessment template

These to be sent to office to go on website.

LR

The new rules need to be highlighted prominently on the website and entry information. We should also add information that Aquasphere/Total Endurance can provide wetsuit hire, either for individual events or for a season, with a discount for members.

CAP, KE,  
LD, JE, VT,  
LR

JS to send URL link to LR.

JS

Page to be prepared for website by LR.

LR

Risk Assessment template to include a one-line example by way of illustration.

Organisers

Note if using last year's RA as a starting point, that there has been a "scoring system" added.

FINA Approved wetsuits will not be available in 2017, so it is understood that the new FINA rules should be applied sensibly by Technical Officials until this is resolved.

## 7. National Team / Squad:

RC has written to prospective Team members. Five replies to date. Scott Deans, Mark Deans, Marshall Illingworth and Keanna McInnes have accepted. Alyshia McCracken has declined due to university commitments.

Looking for date and venue for training day.

Overseas camp: Early/mid season problematic since there are few that do not clash with other major events. Late season preferred.

Is the Majorca training camp going ahead this year? No info.

Blue parkas to be given to Team. Others can buy purple parkas.

Kit: This is moving forward but there is a problem with the low numbers. We will combine the athlete and STO kit order and see if that helps to resolve it. We want the kit before the first event, to raise the profile of the Team. The intent is to ask swimmers to wear the Scottish kit beforehand, but if they wish to wear club kit at presentations, then that would be fine/appropriate.

Need kit at start of season – ties into marketing.

Publicity – local papers, etc. Organisers to consider.

Only minor changes to selection policy and flowchart proposed. Agreed. LR to amend and send to go on website.

LR

## 8. Domestic Events:

### Online Entry

Draft set up. Open event information and then click on a link to book.

Suggest click on a box to state “I have read and understand the new 2017 FINA rules on wetsuits”, or similar.

### East:

Need meeting at Lochore in next week or two, since we are running tight to this.

CAP

Loch Ore Challenge: Say 11:30 briefing for a noon start. 30 entries maximum.

LR to send 2015 info to JS in absence of CAP today.

Separate transport and assistance will be needed for this event, since JG and OWR will be at Knockburn the previous day.

LR

Water test will need to be earlier since the Monday is a bank holiday.

CAP

### SNOWs:

Meeting required at Venachar with Paul Wilson and sailing club re proposed Para event. 2<sup>nd</sup> April suggested. LR to contact Paul. KE to contact Sailing Club

LR/KE

### North:

First draft meet info submitted. No challenge event in 2017. Consider for 2018.

### Come and Try:

Loch Lomond (new). Others will be tri-related with extra events. Bookings open this week.

Can we get information to give out at SNAGs? Flyer by Marketing (to be cc'd).

Do we need a few more flags? Worth considering.

Aquasphere/Total Endurance will supply their own gazebo, so we don't have to worry over this.

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

YT to advise YeAABA of possible clash of the Full Loch Earn with the Scottish One Mile if that goes ahead.

**9. Safety:**

JG will contact kayakers for Helix.

VT to contact kayakers for Midland.

OWR have confirmed all dates. JG contacting Red Cross for all competition dates. JS has already organised RC for C&T dates.

Nothing otherwise that has not arisen within other items.

**JG**  
**VT**

**10. Technical Officials:**

Remove reference to coach training from our leaflet but include info on OWJ1 and Safety Officer. Contacts to be JG and LR.

**LR**

**11. Communications:**

Mailing lists will need updated before start of season.

**12. AOCB:**

None

Meeting closed 14:30.

**Next Committee Meetings:**

13 May 2017 (Stirling)

13 August 2017 (Venachar)