

**MINUTES SUBJECT TO APPROVAL AT THE NEXT MEETING OF THE ASA COMMITTEE
ON 24 MARCH 2006**

Amateur Swimming Association

**Minutes of the Technical Open Water Committee
Saturday 29 October 2005
10.10pm Whitehouse Hotel, Kegworth**

Present:	Mr M Hemmings	MH	Chairman
	Mr S Greetham	SG	North-Eastern Counties ASA
	Mr B Bewley	BB	Western Counties ASA
	Mr K Barber	KB	Southern Counties ASA
	Mr A Capstick	AC	Specialist
	Mr M Barlow	MB	Specialist
	Mr L Debenham	LD	Specialist
	Mrs P Larke	PL	Committee Administrator

1. **Apologies for Absence**
- 1.1 Mrs F Dalrymple-Smith, Mr A Bircher, Miss J Nickerson, Mr R Thorpe.
Miss D Llewellyn has tendered her resignation to the Chair due to commitments with her club and involvement with a Channel swim. Mike Hemmings to write to thank Miss Llewellyn for her contribution to the Committee MH
2. **Minutes of Meeting of 2 July 2005** were agreed as a true record.
3. **Matters Arising**
- 3.1 Minute 3.4 Protocols for Training KB has made a start on this but following the announcement about Open Water's inclusion as an Olympic sport from 2008 it is suggested that this be held in abeyance as it is expected that protocols designed for pool swimming will cascade to Open Water. KB/SG
- 3.2 Minute 5.5.2 Distribution of Newsletter District representatives are reminded that lists of entrants to their events is still required to be sent to PL to ensure that all current Open Water swimmers are on the distribution list. Details will be extracted from entry forms if necessary. DISTRICT REPS
- 3.3 Minute 3.6 Articles for Swimming Times
SG would write a Summary of LEN Cup SG
KB has written articles on the Development Squad and the European Juniors. KB
MH and MB to arrange a meeting with the editor of Swimming Times to discuss the Open Water section in Swimming Times MH/MB
- 3.4 Minute 3.7 Report on Grand Prix Events Outstanding reports are required to be submitted to the Editor of Swimming, copy to MB. DISTRICT REPS
- 3.5 Minute 3.10 Website PL has contacted the media department for advice on improving coverage of current and archived news items.
- 3.6 Minute 5.1.2 Sponsorship KB has found potential sponsorship that cannot be taken up. A meeting is to be arranged with the Commercial Director on kit policy. MH/KB
- 3.7 Minute 11.2 St John Ambulance AC contacted a local St John Ambulance group who confirmed that there was no problem with insurance cover for assistance close to the water.
- 3.8 Minute 11.3 Dr Schute's findings on core temperatures at Albert Dock AC confirmed that core temperatures were okay even for those indicating signs of hypothermia.
- 3.9 Minute 14.1 Updating in Handbook and on Website In hand for the appropriate time.
- 3.10 Minute 14.2 Referee List has been updated
4. **Budgets**
- 4.1 ASA Budget – MH presented a report outlining the limited information available. The Committee was disappointed with the lack of information available on the accounts.
- 4.2 The Officials' group was reminded that the training had to be organised before the end of March 2006 with plans submitted to MH by 30 November 2005 if allocated OFFICIALS' GROUP

4.3	funds are to be used. Project groups need to submit bids for 2006/7 by 31 December 2005.	PROJECT GROUPS
5	Report from Sub-Committee/Project Groups	
5.1	Events Management	
5.1.1	Report was presented outlining an increase in event entries from 2004: up 9% overall and 20% for the Age Groups. It was felt that the newsletter had contributed to this.	
5.1.2	A Festival of Open Water Swimming will take place again in 2006 following a similar programme to the one at Albert Dock in 2005. A risk assessment is being carried out on 1 November at Dorney Lake, Eton College to evaluate the possibility of running this at the same time as a Triathlon. Dorney Lake is an excellent facility; accommodation would be at Brunel University.	
5.1.3	The date for the National Age Groups at Holme Pierrepont has been brought forward by one week to 19 August due to needing accommodation and conference facilities.	
5.1.4	Members were given the dates for the LEN Cup, European Juniors, European Championship and World Championship events.	
5.1.5	Regional events planned to date are as follows: Midlands Championships – 9 July South-West – 13 August	
5.2	Technical Officials	
5.2.1	AC had resigned as leader of the Officials' Project Group. The Committee agreed that Les Debenham should take over this role	
5.2.2	LD gave a verbal report following the Project Group meeting on 28 October, written report to follow. Items discussed were:	LD
5.2.2.1	Examination for 2006 – dates for setting of paper, sitting the exam, marking of paper were outlined. The examination date has been set for 3 April 2006.	
5.2.2.2	The group discussed the strategy for the future structure of qualifications following initial discussions in December 2004.	
5.2.2.3	Three elements of development have been identified: Examination training seminars Continuation training seminars Mentoring and career direction Regions to be responsible for training for OW examinations with guidance provided by the Project Group. Continuation training will be provided at two levels; regions will continue to provide local courses as at present with an additional national course provided annually, starting in March 2006. This course will be held under the auspices of the ASFGFB and will be open to qualified Open Water officials and to those who are candidates for possible qualification, the latter to be endorsed by their regional representative.	
5.2.2.4	The project group will produce guidance material for all officials based on interpretation of the OW rules and laws. This document will be a resource for all trainers and a bible for all candidates and qualified officials. Guidance document to be published on the Intranet when complete.	PROJECT GROUP
5.2.3	LD to investigate the availability of an existing document covering all aspects of running an Open Water event.	LD
5.2.4	Strategy for the Future Structure of Qualifications proposal to be emailed to committee members prior to next meeting.	LD
5.2.5	Each region to be asked to encourage qualification in Open Water. District reps to liaise initially with representatives from the Regions.	DISTRICT REPS
5.2.6	It was suggested that Holme Pierrepont would be a good venue and late April/May an appropriate time for the national training course. Regions would need to fund travel costs and accommodation where appropriate.	
5.2.7	FINA Rules – The Committee agreed to follow the lead of pool swimming by following FINA rules, supported by ASA Guidance for lower level competitions. Guidance to be available in time for publication in the new Handbook. Regional Directors to be advised that deviation from FINA rules need to be defined in the Promoter's conditions.	PROJECT GROUP PL

5.3	Development	
5.3.1	KB presented his written report	
5.3.1.1	The Development Squad made a highly successful trip to Bordeaux in July involving training and participation at 5k in a round of the French Cup. Every swimmer in the squad gained a top 3 place either overall or in their age group. Simon Panting, from Northampton, in his first ever Open Water race gained overall first place beating several French representative swimmers on the way. Simon followed this success with an overall sixth place in the European Junior Championships.	
5.3.1.2	The next visit was to the French 5k in Redon chosen for geographical reasons. Although the swimmers were not up to full fitness following the summer break it was a good opportunity to introduce a new coach to Open Water. Mark Perry, Northampton, was able to offer a constructive view on the Squad and made some suggestions regarding future squad events.	
5.3.1.3	A winter programme has been introduced which will require swimmers to undertake time trials in November and December. An orientation day will be organised where routes for selection to the ASA Development Squad will be presented to the swimmers and their coaches.	DEVELOP. GROUP
5.3.1.4	Following the Age Group championships, five new swimmers have been invited to join the monitoring programme which will bring the size of the squad to twelve which should ensure healthy competition for places in 2006.	
5.3.1.5	Open Water has bought into a training camp in Cyprus in February school half-term week 2006. The cost will be subsidised for the swimmers.	
5.3.2	Discussion on the implications following the news of Open Water's inclusion in the Olympic Games in Beijing 2008 at 10k took place.	
5.3.2.1	A flyer is to be produced for distribution at the Regional LC Championships at the end of November. MB to liaise with Amanda Smith to produce this document. PL to arrange printing and distribution to Regional offices.	MB PL
5.4	Communication	
5.4.1	MB summarised media coverage since the last meeting.	
5.4.2	Discussion took place as to the content and timing of the next newsletter.	
5.4.3	MB suggested an e-brief method of communication. PL to research how many email addresses are kept on record.	PL
6.	Review of Grand Prix Series 2005	
6.1	MH presented a discussion document proposing changes to the competition structure for 2006.	
6.2	The Committee agreed that the change over to Regions was an appropriate time for change and that the statistical information provided indicated that there had been a significant decrease to the number of entries to the Series.	
6.3	The Committee agreed that the proposal provided a pathway to the Development Squad and a bridge to the elite; the GP series did not. It also introduced standard distances across all competitions (1.5k, 3k and 5k).	
6.4	Proposed structure for Open Water events agreed as outlined in a PowerPoint Document – Competitions Post Regionalisation October 2005 (Appendix 1)	
7.	Minimum Age for Swimming	
7.1	Members noted Minute 10 from ASA/ASFGB Medical Advisory Committee meeting 2 October 2005. The proposal to accept the minute was carried by 4 votes to 1 with 1 abstention.	
7.2	Committee asks the Medical Committee to review this decision on receipt of further research.	MH
7.3	MH to invite Dr Schute to discuss this at the next meeting if he is available to attend.	MH
8	GB Minutes – of 1 July 2005 were noted	

9. **LEN Report**
- 9.1 Dates for LEN Cup have been organised as follows:
 4 June Bracciano, Italy
 24 June London, GB
 1 July Vassiviere-Limoges, France
 16 July Muritz, Germany
 13 August (Super-Final) Navia, Spain
 possible 2 further events in this season to be added.
- 9.2 European Championships SG outlined the programme at Lake Balathon 26-30 July.
10. **FINA**
- 10.1 Olympic Games The bid for inclusion of the 10k event in Olympic Games has been successful. It is hoped that this will be a stepping-stone for a full programme of events in the future.
- 10.2 FINA Committee Alan Clarkson, though remaining on the FINA Committee, is no longer the Chairman. There is nobody from the LEN Technical Open Water Committee on the new FINA TOWC. As LEN was the pioneer of the 10k event this means there are no persons experienced in 10k on the Committee.
- 10.3 2007 World Championships will be in Melbourne and will be a pre-Olympic event. SG informed the committee how swimmers would qualify with only 2 men and women from each federation.
- 10.4 Entries for Olympic Games in Beijing A meeting was held in Hong Kong to formulate the entry conditions for Beijing if the IOC approves Open Water. Entry will be limited to 25 men and 25 women. The selection criteria to be published when they have been approved.
11. **Safety**
- 11.1 Risk Assessment being carried out at Dorney Lake on 1 November.
- 11.2 AC suggested that a PowerPoint presentation be prepared for Officials Briefing at the Festival of Open Water Swimming with pictures to ensure improvement in understanding.
- 11.3 Briefing would take place for swimmers the evening prior to the competition.
12. **Equity**
- 12.1 Courses appropriate for Coaches/Officials are possibly available through Sports Coach UK or County Sports Partnership.
- 12.2 Equality Standards – 2 documents were circulated. Members were asked to consider how they could contribute to the process in time for the next meeting. ALL MEMBERS
13. **Any Other Business**
- 13.1 Sponsorship – AC informed the meeting of a possible opportunity for sponsorship. It was suggested that the sponsor be asked about sponsorship in principle and then to discuss with the Commercial Director. AC
- 13.2 Transponders – Committee noted the past problems in using Triathlon transponders due to their weight. It was also noted that there had been problems with results being displayed and needing correction due to accuracy only being to 1/10 sec. MH to ask Omega about this. MH
- 13.3 PL to contact Commercial Department to enquire about the possibility of selling rain jackets and fleeces for Open Water. PL
- 13.4 The date for the next meeting was set as 10.30am on Saturday 18 March 2006.
- 13.5 The meeting closed at 3.15pm