

Open Water Committee Meeting Minutes

Saturday 24th March, 2012 at 10am
At NSA, University of Stirling.

Brian Bain (BB)	Chairman
John Deans (JD)	SASA President
Andrea Gellan(AG)	East District Convenor
Elspeth Black (EB)	Team Manager
Les Rodger (LR)	Technical Officials Co-ordinator
Jim Gallacher (JG)	Safety Co-ordinator
Jennifer Ewen (JE)	North District Convenor

Item No.	Action
1. Apologies for Absence:	Lynne Deans (LD), Carole Gallacher (CG), Joyce McIntosh (JM), Gillian Innes (GI), Ally White (AW), Gina Logan (GL), David Downie (DD) and Alan Fletcher (AF)
2. Declarations of Interest:	LR - Ishbel Rodger's parent, JG - Leigh Gallacher's parent, JE – Sophie Ewen's parent.
3. Chairman's Address:	<p>BB welcomed everyone to meeting and noted that a full set of reports had been received. Given the time constraints on some attendees the order of the agenda would be changed to accommodate.</p>
4. Minutes of Previous Committee Meeting held on 28th January, 2012:	<p>Minutes proposed by EB and seconded by LR.</p>
5. Progress of Items on Action List:	<p>The action sheet was reviewed and updated. There are number of actions which have been outstanding for some time but most have now been completed.</p>
6. Correspondence:	<p>Correspondence from Inverclyde Masters pointing out that they are holding their meet on the 8th September the same day as the East District Open Water Championships at Lochore. BB has since replied outlining the difficulties in avoiding clashes particularly with other disciplines in other districts. A change of date would have resulted in clashes with other events.</p> <p>Correspondence with Andrew Marvin (Chair of ASA Technical Swimming Committee) regarding an ASA OW Championships qualification event in Scotland. Winners of ASA regional events will now qualify for the national</p>

championships and **BB** had enquired about what conditions would have to be met for a Scottish qualification event since the West District Championships in June was a possibility. Indications are that event would have to change its distances downwards and be different for 13-14 and 15-16 year olds. CG would prefer not to change the format of the event for this purpose.

BB

Action: **BB** to continue liaison with ASA

7. Budget:

Budget expenditure to-date is in line with expectations. £101.75 has been added as income following the sale of our stock of gold medals to Waterpolo.

BB presented a revised budget for 2012 season following the decision to reallocate the development squad trip subsidy to other activities.

8. Governance and Development:

The development Plan has now been sent to Ashley Howard, Ally Whike and Richard Gordon for review but no comments have been received so far. The development places almost all the required work on members of the committee but a small commitment is required from staff to become more familiar with the operation of open water in Scotland and for staff allocated to directly support open water to have their responsibilities defined.

Action : BB to contact Ashley Howard to progress this.

BB

Regulations covering the introduction of temporary membership were approved at the AGM. A draft form is being prepared by the office staff. This will include Masters as well as Open Water.

Contrary to expectations, the individual discipline committees will be responsible for processing forms and allocating membership numbers. Details will not be entered into the INTEGRA membership database.

Actions :

BB to liaise with office staff and Eddie Riach (Masters Committee Chair) to complete the form. **BB**

BB to liaise with Eddie Riach to agree procedure for processing applications. **BB**

BB reported on a short meeting between the chairs of the open water, masters, waterpolo, diving and synchro committees to discuss the lack of appropriate consultation over the paper on "Progressing the Disciplines" and more generally on the disciplines ability to represent themselves to the board. Ken Fuzzell (waterpolo chairman) had undertaken to draft a document outlining our concerns but this was still awaited.

Action :

BB to continue to liaise with discipline chairs on addressing the issues.

BB

9. Mass Participation Events:

BB reported on efforts to resolve the issue of the effect of FINA rule GR4 (unauthorised relations) on the ability of registered swimmers to compete in events organised by other bodies. A paper was discussed under AOCB at the last board of directors meeting and the issue has since been raised with the British Swimming legal department. A verbal reply has been given to Elaine MacKenzie and passed to **BB** to the effect that British Swimming consider that there is no breach because swimmers would not be representing their club or association in such competitions. It was agreed that the response conflicted with what could be reasonably interpreted from the FINA rules and therefore the matter was not resolved.

Actions :

BB to liaise with Elaine MacKenzie and the BS legal department as necessary **BB** with a view to progressing the matter prior to the Board meeting on the 15th April.

BB to progress with the office what correspondence we have with Nova **BB** International relating to the Great Scottish Swim.

10. Domestic Events Co-ordinators Report:

See attached report.

It has been decided that this year's Scottish Championships will take place at Loch Venachar 28th/29th July. **LD** and **BB** have visited the site and a further visit will be arranged when the rest of the committee can see the facilities.

BB tabled a break-down of estimated costs for the Championships which projected net funding from the budget in the region of £1,250

Championship medals have been changed for future events and **BB** has been informed that we should not use our stock of silver and bronze medals. This has an effect on our budget and it is not clear where the decision to prevent the use of old stock has been taken. It was decided that we should pursue an option to use the existing silver and bronze medals.

The open water calendar for 2012 has now been posted on the web site.

Each district championship and the Scottish championships will be part of the Grand Prix series as before.

Update of event guidelines – no comments have been received since the last meeting. **BB** to review and update the Event Guidelines Document and post it on the website.

Electronic entries – see information in **EBs** report. East and North to look into this as a trial of 2 events.

Entry forms – Only North District have complied with the action to table entry forms.

Course equipment – purchase an additional large orange buoy and pump.

5k indoor - arrangements still to be made.

Actions :

LD and BB to continue preparations for Scottish Championships	LD, BB
BB to prepare document on Scottish Open Water Grand Prix and post on web site	BB
BB to contact Chris Bostock with regard to setting up a trial electronic entry system.	BB
BB will modify East District entry form and E-mail back to AG .	BB
BB to produce entry form for Scottish Championships.	BB
BB to check why we would not be able to use our old stock of medals.	BB
BB to speak to Judith Smith access to promotional materials to use at Open Water events e.g. flags, signs, etc.	BB
LD to produce list of event equipment.	LD
LD to purchase new buoy and pump	LD
AG, CG, JM and JE to submit licence applications for the events they are organising in 2012.	AG, CG, JM, JE
AG, CG, JM and JE to finalise entry forms and pass to BB for posting on web site.	AG, CG, JM, JE

11. National Squad/Team:

See attached report.

The outline selection policy was agreed.

There may be an opportunity for 2 swimmers to go late in the season to Croatia to swim in the Faros Marathon. Travel costs would be at the swimmers own expense although this could be partially refunded at the end of the financial year if there are funds still available.

Actions:

EB/BB Continue with arrangements for promoting and running the information/training days.	EB, BB
BB/EB to formalise selection policy and post on web site.	EB, BB
EB to contact organisers of Faros marathon with a view to 2 Scottish swimmers competing in the event.	EB
EB to identify event for Scottish Team in late season.	EB

12. Technical Officials

See attached report

It was agreed that the officials registration fees should be funded from the open water budget.

Actions:

District convenors to promote qualification for open water officials at their delegates meeting.	AG, CG, JM, JE
LR : Source and buy a thermometer with appropriate accuracy.	LR
LR to hold training seminar for Midland officials.	LR

13. Safety:

See attached report.

JG has identified VHF training courses at a cost of £70 per person.

Actions :

JG to produce list of safety equipment.

JG

JG to recruit 2 more people up to act as safety officers at events.

JG

JG to identify fast rescue craft and canoeists to assist in level 1 competitions

JG

14. District Reports:

West District :- see attached report

North District: - see attached report.

Midland District: - see attached report.

East District: - see attached report.

In response to request from previous meeting, the North District committee have discussed the possibility of setting up an open water swimming club in their district but conclude that they don't wish to progress this. Other districts haven't discussed but representatives of East and West district at meeting indicate that they also wouldn't want to progress with it.

15. Status of Open Water in Commonwealth Games:

No decision yet made on inclusion of events in Commonwealth Games. A decision may not be made until late this year.

16. Communication:

Actions:

BB to seek missing E-mail addresses for Open Water mail list from details in the integra database. **BB**

BB to update Open Water section of web site.

BB

BB to write articles publicising domestic programme for H2Open and Swimming magazine. **BB**

DOMESTIC EVENTS CO-ORDINATORS REPORT

This month sees the arrangements for the Scottish Championships well under way. This year we are trying out a brand new venue which appears to be ideal for our requirements. The event will be held on the 28th/29th July at Loch Venachar, near Callander. The local sailing club have given us full use of their well equipped clubhouse and all their facilities for the weekend. The catering requirements will be from Venachar Lochside restaurant. Both of these facilities have been very helpful and are keen for us to have our event there.

The loch is not as wide or deep as Loch Tay and hopefully this means may not be as cold. Myself and Brian have visited the venue and think it will be ideal for our event. We hope to have another visit, maybe sometime in May, for other committee members to see the site.

We will have a full programme of events over the weekend and hope to encourage as many people as possible to stay on the Saturday evening for a bbq – the sailing club hope to put a large tv in the clubhouse for our use so that we can watch the first evening of Olympic swimming finals. Enquiries still ongoing re venue for our planned Indoor 5km Championships early next year.

Lynne Deans
Domestic Events Co-ordinator

TEAM/SQUAD MANAGER'S REPORT

Action points:-

1. Compile list of team managers and coaches.

While I have had a fair number of coaches and managers who have expressed an interest in Open Water generally I have not had much joy in getting any to commit to a possible trip. Many are only interested if their child is swimming in the trip and that causes a problem.

I am pleased however that Alistair Calder is able to commit to at least 2 of the trips and Brian Bain also possibly to all three. I will keep trying and hope maybe that the 22 April attendances will produce more interested possibilities.

2. Produce plan for use of training/information days.

I attach the timetables for both the full day programme and the half day programme that we have devised and for which the invitations have been despatched. The full day programme is for the stroke camp swimmers notified to us by Scottish Swimming, along with our own experienced swimmers. The afternoon is for "new" people or those with more of an interest in the less competitive aspect. Both groups will join together for the final pool session. Alistair has managed to persuade a sports physio with a great background and great enthusiasm to give a land and injury prevention workout etc in the afternoon for the full day group.

The first day on 3 March went well with 33 swimmers attending and a good number of parents, adults and coaches. The ability was mixed but worked well in the pool at the end of the day.

3. NSA Pool Bookings

Bookings have been made for next year's training days. This time at better hours in the pool.

4. Investigate Open Water online entry system.

There are options:- look at the website SiEntries.co.uk. This does all the work, collecting money by card if necessary etc and I have an offer from the company to give me a personalised demo with some of our entry forms. However they charge a minimum of the higher of £1 or 5% of each entry fee and we could probably do just as good a job ourselves.

The Hytec system used for pool swimming I still think can be adapted. I have the software loaded on to my pc but have not yet had time to play with it. The beauty of that system is that Clubs can do bulk entries with a meet file and then send on the fees later. It would not work where temporary membership was involved though.

We maybe don't need anything quite so big yet. However could we try this year just to offer online entry and ask for the fees to be sent separately. It still means the Championship convenors will have a deal of manual input rather than just importing entry files but our entry forms could easily just be used as online entries.

5. Draft Selection policy.

For the Team in June:- Two at least out of the following :

1. Top 3 in senior and top 2 in junior Grand Prix 2011
2. Top 6 at International Championship (German or Dutch or French) in 2011.
3. Top 3 in Open (overall) category French Cup Event 2011.
4. Top 10 ranking in long or short course in 1500m or 800m in past 12 months.

5. Scottish Championships 2011 - Top 2 among Scottish competitors in open events. 6. ASA Champs - Top 2 in 15-16 or 17-18 category
PLUS Confirmation from swimmer's coach of swimmer's training commitment and level sufficient to enable participation in the event.

For the squad in July:-One at least out of the following:-

1. Top 3 in Grand Prix senior or junior 2011
2. Top 10 at International Championship (German or Dutch or French) in 2011.
3. Top 3 in age or open category French Cup Event 2011.
4. Top 20 ranking in long or short course in 1500m or 800m in past 12 months.
5. Top 3 in junior (overall 16 and under) or senior (overall 17 and over) category in West District Championships 2012
PLUS Confirmation from swimmer's coach of swimmer's training commitment and level sufficient to enable participation in the event.

End of season team: -

Two at least out of the following

1. Top 3 among Scottish swimmers in Scottish Championship event (overall) 2012
2. Top 6 at French Championship 2012
3. Top 3 in Open (overall) category French Cup Event 2012.
4. Top 10 ranking in long or short course in 1500m or 800m in past 12 months.
5. Winner of an open District Event.
PLUS Confirmation from swimmer's coach of swimmer's training commitment and level sufficient to enable participation in the event.

6. Produce presentation for information day.

Done for March and to be repeated for 22 April – with some modifications.

Overseas Events

French Championships – now to take place at Pierrelatte 14 –17 June. Still targetted for maximum 8 swimmers selected per policy once finalised. Duration of stay away likely to be 12 – 18th.

French Cup – also Pierrelatte so we will be experts in knowledge of the area! Again probably 12 swimmers selected 8 before the West District Championships and the remaining 4 after. Probably a week duration.

Late season – still looking.

We also will see if we can send a swimmer to the Faros Marathon in September (only fare needs paid so either swimmer and coach could pay or if there was any budget left I would suggest it be allocated to that).

SAFETY CO-ORDINATOR'S REPORT

Safety Officers

Tom Seivwright is currently unable to commit himself to undertaking the Safety Officer role. We would benefit from having an additional safety officer.

Insurance and volunteers

I need to check insurance in respect of volunteers. As I understand it all volunteers including canoeists and safety boat crew need to be registered with SASA. They are registered as volunteers and are subject to a \$10.00 fee.

Radio communications

For the West District swim we may trial hiring our radios from Scotia Radio. (They supply the radio comms. for a number of large sport events). The advantages are:

- They will set up exclusive digital channels
- They will set up separate circuit for safety and officials but set up some of the handsets to operate across both circuits
- They can provide headsets for safety staff in earshot of parents / spectators etc

We will assess the benefit against cost.

VHF licenses

I hope to take the VHF SRC course in the next couple of weeks. Unfortunately Tom Seivwright is unable to commit himself to the course at this time. Since the courses are available across the country we can have a second attendee sometime in the future.

Water quality

The West District, Scottish and East District may all be held at venues which already test the water quality.

Safety boats

This year we need to arrange safety boat cover with new suppliers. Doug and Gary have undertaken this role for a number of years however will not be available this year. This task is currently ongoing. As we will be hiring safety boats from new sources this year there are a number of factors we need to consider.

Safety boat crew qualification

Ideally crew should have minimum qualification RYA Powerboat level and First Aid. (See appendix)

Prop guards

Potentially some available safety boats may not be fitted with prop guards. I have attached the RYA recommendation for prop guards.

RYA Guidance on Prop Guards

The RYA recognises that some recognised training centres fit guards to the propellers on their outboard powered craft used for training and rescue duties. However, whilst they may provide some protection to a person in the water, they do present a number of significant disadvantages.

The most important point to make in support of the above is that, assuming good practice is followed by coxswains, there is no advantage in having a prop guard. Such good practice includes the normal procedure of cutting the engine completely when approaching a person in the water and wearing a killcord at all times. These two measures, together with the proper observation of IRPCS rules 5 (lookout) and 6 (safe speed) should avoid injuries to people in the water. Our experience has also led us to the conclusion that prop guards have certain disadvantages, ranging from dramatic loss of acceleration and top speed, to heavily increased fuel consumption and poor maneuverability. We believe the engine manufacturers and distributors will confirm that there is also evidence of engines which have suffered bent prop shafts, shattered gearboxes and even complete failure due to having prop guard-induced damage. For safety boats there is a clear payoff between getting to an incident quickly and maneuvering easily, and the extra protection offered by the guard in case of a collision which should have been avoided. In the case of small safety boats with engines of limited size, the addition of a prop guard can have serious impact on the boat's ability to plane, particularly with extra people on board. This then has serious implications in terms of delivering casualties or reaching incidents. To summarise, it is important to educate coxswains on good practice when driving outboard-powered boats and not rely upon pieces of equipment, which could adversely affect your ability to perform the task. Clubs and other organisations using outboard powered craft are encouraged to use experienced, competent coxswains to minimise the risk of injury from the propeller. The RYA does not require its training centres to fit prop guards.

Powerboat

Level 1

Course content - Launch and recovery Preparation of boat and crew, boat handling, picking up and securing to a mooring buoy, leaving and coming alongside, being towed

Level 2

Course content - Launching and recovery, boat handling, securing to a buoy, anchoring, leaving and coming alongside, man overboard

Intermediate

Course content - Planning a day cruise, boat preparation, boat handling, pilotage, passage making, man overboard

Advanced

Course content - Preparation for sea, boat handling, passage making and responsibility as skipper, pilotage, meteorology, rules of the road, use of engines, emergency situations, night cruising

Safety boat

Course content Preparation, boat handling, dinghy rescue, windsurfer rescue, kayak or canoe rescue (can be covered as theory), towing, end-of-day procedures, safety, suitability of craft, local factors, communication, rescuing other water users

OPEN WATER OFFICIAL'S REPORT

Les Debenham has been out of the country for two months, so little has happened in terms of OW officials at British Swimming. We have a copy of a flyer which was produced for circulation but has not yet been circulated. It is in PDF format and has a couple of small errors but nothing sufficient to prevent it from being sent to pool STOs in an attempt to recruit more OW STOs if we choose to do so separately from British Swimming.

A meeting was held with representatives of SASA Midland District, who appear to have a substantial number of prospective OW Level 1 candidates, perhaps ten. A candidate seminar has been scheduled for 19th May at Broughty Ferry, subject to confirmation at our meeting on 24th March.

British Swimming expect to send me an updated copy of the OW1 training presentation in the next month or so.

Standard forms are being re-examined and updated. The Finish form has been updated and simplified. A new Turns form has been produced. Drafts of these are attached but they are very much a work-in-progress. I would welcome feedback on these.

Les Rodger

OW STO Organiser

EAST DISTRICT OPEN WATER REPORT

1. The East District Championships will probably take place at Lochore Meadows. It is hoped that the water quality might be better later in the year (and they have started to test the water). The other venue for consideration is Theripmuir Reservoir. However the infrastructure is not good at Theripmuir . The reservoir is about 5/10 mins walk from the car park and there are no facilities for briefing or showers/ changing.

This year I am also proposing a 3k , 2k and 1k wet suit race. This would not be part of the District Championships but would take place at the same time (although we may need to stagger starts). I still need to make up an entry for this.

Regarding SASA membership and insurance I would expect entrants for the District Championships to be full SASA members but the wetsuit event would be under the new day cover (need to notify SASA?)

Also I would like the committee's thoughts on the level of entry fees.

2. River Forth swim- Already had several enquiries and request for entry details. This swim would benefit from the new day cover. I plan to increase the entry fee to £30
3. I am organising sea training at Aberdour beach on Tuesday evenings from May. There are new facilities with showers.

I believe that there will be training on Wednesdays at Lochore but I do not have any confirmation and dates

MIDLAND DISTRICT CONVENOR'S REPORT

Programme of events for Ye Amphibious Ancient Bathing and the Midland District is now clarified and the district entry form will be sent to SASA this weekend. The entry forms for YEAABA swims can be downloaded from the web site www.yeaaba.org.

The next district meeting is the 16th April and I will be reporting that we have nine potential candidates to start Judges level 1.

Les Rodger has agreed to come to Broughty Ferry on the 19th May to start the course. Licences for the championships will be sent to Scottish Convenor by the end of March.

Joyce McIntosh

Midland Open Water Convenor

NORTH DISTRICT CONVENOR'S REPORT

North District Open Water Swimming Championships

Our championships will be on Saturday 11th August 2012, at Loch Morlich

	<u>Briefing/Start</u>
Event 1: Senior 5 km	09:30/10:00
Event 2: Junior 3 km	09:30/10:00
Event 3: Senior 1.5 km	15:00/15:30
Event 4: Junior 800 metres	15:00/16:00

Senior 5 km event and junior 3km event are the new distances of the 2012 Scottish Open Water Swimming Grand Prix Series.

The period between 12:30 and 15:00 will be for a mass participation charity swim being organised by Disability Snowsport.

North District Team

Funding has been made available for a North District team to compete abroad again this year. This is likely to be at the end of August in Netherlands/Belgium. This is partially funded by the district at a level of £175 per swimmer (6 swimmers) plus £250 per staff member (2 staff).

Training

We have a budget of £100 to hold a training and information session in June on the river Dee. Date to be confirmed.

ND Open Water Club

The North District Open Water committee have discussed the suggestion by the national committee to create open water swimming clubs within each of the district. It was concluded that the North District would not want to proceed with this.

Jennifer Ewen

North District Open Water Convenor

WEST DISTRICT CONVENOR'S REPORT

Western District Report

- Have submitted most of the documentation required to book Strathclyde Loch as venue. Still awaiting Insurance documentation which is required to confirm event.
- Will visit venue with Safety co-coordinator at earliest opportunity.
- Will work with Safety Co-coordinator to arrange safety cover

Carole Gallacher

West District Open Water Convenor