

# MINUTES

Swimming New Zealand  
Technical Advisory Committee

**Meeting Date** 2-3 May 2015  
**Location** Wellington  
**Activity** Technical Advisory Committee Face to Face Meeting

**1. Present** All members present

**2. Previous Minutes**

a	Confirmation of Minutes	Moved: Gavin Ion, Seconded: Matt Meehan
b	Matters arising not covered by other agenda items	None

**3. Reports from Regions**

	Ross, Gavin, Matt, Dianne, Ron & Lyn	Northland suggested another Regional Forum. National Assessments to be renamed National Qualifications
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**4. Discussion Items**

a	New Millennium Pool	All is progressing well and everything will be in place for NZ Short Course. AOD manning discussed.
b	Supply of timekeepers, office personnel, additional officials at SNZ meets	TOR for Regional Technical Committees to be circulated. Host Region Technical Committee to liaise with Host Administrator re ensuring positions are filled
c	Officials Qualifications (Exams)	Completed
d	Judge of Stroke Assessment	This is being used and is working well
e	Meet Ratifications Timekeepers, Zonal Meet etc	Discussions re the need for timekeepers for electronic meets compared to manual meets. Note that timekeepers are not judging. For manual meets 3 timekeepers must be in place. For electronic meets there should one button pushed per lane and one stopwatch.
f	Time Trials	Decided that Time Trials at National Meets are fine as long as they are held outside the meet session, have the required number of officials and a minimum donation of \$100.00 per swimmer is received.
g	Communication / emails	Confirmation sort on communication issues. Agreed to 'reply all' to emails.
h	New Assessment System (including feedback from existing referees)	Gavin, Matt & Ron delivered the work completed on their assessment system. Explained its structure and how it would work. TAC accepted. It is intended for use by a number of top officials. TAC Members to complete their own assessments as a first step to decide on the best way to implement.
i	Mentoring (guidelines)	Line of communication – mentor first but others can be consulted.
j	Protests	In the case of a Jury of Appeal meeting they should meet off pool deck
k	Criteria for pathway to Referee	Policy decided and to be developed. An official must be a Regional Starter before becoming a Regional Referee. Moved: Ross Bragg, Seconded: Lyn Sutherland Vote was 6 to 1

l	Officials qualifications when transferring to another region	Regional Qualifications not being accepted by another region. Matt and Ross to investigate
m	National Meet Criteria for Relay Medal Presentations	At Opens and any televised events officials will stay on pool deck for all presentations. At other national events officials will be removed from pool deck prior to any relay medal presentations. In the case where the crowd is remaining for the full duration of the session then SNZ in consultation with the Meet Director will decide if the officials will stay on pool deck for the presentations
n	Minutes	Decision made on a new format for minutes to improve distribution time
o	Trainee Officials at National Meets	At a national meet Trainee IOTs may be appointed to outside lanes (only) where there is a gap. They are to be supervised by experienced and qualified IOT and JOS. DQs called need to be observed and ratified by either the IOT or JOS and countersigned. The referee is to be advised.
p	Meet Director's reports – Open Water, Juniors, DivII, Opens	No issues raised. Meet briefing document to be reviewed and circulated to TAC?
q	Assessments – Open Water, Juniors, DivII, Opens	All assessments are available in the dropbox
r	Mixed Gender events and NZ records – <i>Gavin</i>	NZ Records cannot be set. SNZ to communicate to coaches via NZSCTA
s	Quick Reference Infraction Card ( SW 9.3 word not missing)	Adjustment to be made and document circulated
t	Meet Approval Document (should this include CRS, Recorder, Announcer, CoC)	It was agreed these positions would not be included
u	SNZ Meet Responsibilities	Draft document to be circulated for feedback
v	Regional Assessments (especially HBPB)	Discussed. 3 TAC members to visit HBPB in June
w	New Competition Structure - <i>Kent &amp; Donna</i>	Outline of the structure presented to the TAC
x	Sponsorship Update - <i>Kent</i>	TAC updated
y	Pool Length	A decision was made that in pools longer than FINA tolerance times can be accepted, results approved and regional Records can be set. Unanimously passed
z	IOTs to Chief IOT to Referee	With DQs, IOT is to get form from Chief IOT, Chief IOT to IOT's lane, IOT to Referee and then complete form
a a	Appointments for Short Course	Completed
b b	Appointments for Secondary Schools	Completed
c c	Changes to DQ form (removal of rule numbers)	Rule numbers to be removed from DQ forms. In a medley event the stroke needs to be indicated along with medley. Moved: Lesley Huckins, Seconded: Gavin Ion. Unanimous. Effective immediately.

Meeting Closed at 5:00pm 3 May 2015