

MINUTES

Swimming New Zealand Technical Advisory Committee

Meeting Date 20 & 21 May 2016
Location SNZ Office, Auckland
Activity Technical Advisory Committee Face to Face Meeting

1. Present Lesley Huckins (Chair) Ross Bragg, Gavin Ion, Dianne Farmer, Matt Meehan and Ron Clarke.

Apologies Lyn Sutherland

2. Previous Minutes

a	Confirmation of Minutes	Moved – Matt Meehan Seconded – Gavin Ion	
b	Matters arising / Actions, Not covered by other agenda items		

3. Reports from Regions Ross, Gavin, Matt, Dianne, Ron
 (New officials, Qualified officials, facilities etc, seminars)
 The number of officials is increasing, particularly in the Auckland region. West Wave Pool undergoing refurbishment. Officials numbers in other regions are being maintained. Hamilton pool being refurbished.

4. Discussion Items

a	Gavin's Rio report	Gavin spoke to his report on the RIO FINA School and report accepted by Committee	
b	Meet Director's reports – Juniors, Opens, Div II Age Groups,	Reports accepted. It was noted that a general theme in all reports was DQ wording, parental and coach behaviour. Incident process to be initiated. – Refer Item	
c	Assessments – Juniors, Opens, Div II, Age Groups, & Mentoring Programme	Mentoring List adjusted and updated. Possibility of assessing IOT's discussed.	
d	Events Committee – revised events structure	Briefly discussed. Lesley to continue as TAC representative on Events Committee	
e	No taping/strapping Medical Certificates - <i>Gavin</i>	Undertake an extensive consultation process with a view to introducing a no taping rule and medical certificates for any injuries from 1 st January 2017	
f	HBPB – Technical Examiner	Situation regarding qualifications to remain in place until July (HBPB Winter Champs) and the requirements are discussed with the TAC members attending this meet and the Tech Committee in the region.	
g	Regional training and Seminars	Three TAC members will attend the HBPB Winter Champs and hold a seminar between sessions on the Saturday & Sunday	MM DF LH
h	Meet Directors list	Discussed and completed	RB

i	Metro Sports Centre CHC	No further updates available at this time	
j	Assessor training for regional qualifications	Proposed expectation/requirement list to be completed and regions advised	TAC
k	Oceania Champs update	Accommodation confirmed. Invoices to come. Discussion re officials attending and related correspondence matters or lack thereof regarding notifications to officials to be discussed with SNZ	SNZ LH
l	Backstroke - turns in IM, finishes, starts with ledges	Clarification of shoulder position required. Ron to ask artist to do sketch so can be easily explained. IOT to stand at start even if swimmer does not use ledge	RC
m	Breaststroke – Crossing hands during the arm recovery	This is permissible	
n	IOTs – when to stand and sit	Ideally IOTs to stand and sit when the Chief IOT does regardless of the Chief's position (side of pool or over a lane)	Incl in tech bkit
o	Meet Flyers – potential for swimmers to swim alone in timed finals	Meet Flyers and information discussed. Keegan has proposed putting a general competition booklet out with meet specific information going on the web under the meet closer to meet date	SNZ
p	Meet Directors right to remove anyone from the meet.	MD still has the right to remove someone from the event or pool deck if necessary. An incident report to be sent to SNZ within seven (7) days	MDs
q	Warm-up – Have SCAT submitted improved procedure?	Improved warm-up for Age Groups completed. SCAT to be asked to confirm warm-up regarding the other meets & venues	SNZ
r	Programme – Inclusion of warm-up procedure and complex specific evacuation procedure.	Agreed to inclusion in programme, also to be included in the meet specific information on the website prior to a meet. Not included in the competition booklet	SNZ
s	FINA Rule Changes	SW 7.4 regarding the head surfacing in the breaststroke, and the relay order of swim. LH to raise at TSC meeting in RIO	LH
t	<u>World Masters Meet</u> Facility Technical Officials	Meet dates – 22 nd to 27 th April 2017 Discussed possibilities for encouraging officials with Kirsty and possibility of Yr 12 & 13 students for timekeeping. Kirsty to provide more information to TAC. Facility difficulties also discussed, what are the solutions??	SNZ
u	Chris Groothoff email re retirement	SNZ to send a letter to Chris re his retirement	SNZ
v	TAC Terms of Reference review	SNZ to clarify delegation. TOR to be discussed with SNZ	LH
w	History – stored files require sorting & a history of the sport put together	Ross has agreed to undertake the work of sorting through paperwork in storage in relation to a history of SNZ Boxes to be located	RB

x	TAC decision list/book for changes made & date	Agreed – excel sheet sufficient	TAC
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5. Decision Items

a	Appointments for Secondary Schools & Short Course	Completed – Officials to be notified. NOTE: Appointments to key positions require the appointee to be there for the duration of the Meet and officiate at every session.	SNZ
b	Officials Technical Manual 2016 - Ross	Document finalized. Formatting to be completed	RB
c	FINA List 19 – Referees and Starters. FINA List 12 OWS	In committee discussion re appointments. Lyn Sutherland, Matt Meehan and Ron Clarke not present. – Applicants to be notified	SNZ
d	Sign-off CRS qualification	Document finalised & in dropbox	DF

6. General Business

	Secondary School Competition	Regulations for this meet completed and will be included in the SNZ Regulations when updated	SNZ
	Pool Surveys	Pool surveys not compulsory for qualifying times to be achieved, but preferred. NZ Records must have current survey available or be forwarded with application	
	Health & Safety	Robust discussion on this topic. Reasonable care and all mitigating steps must be undertaken relating to health & safety issues. SNZ to seek advice on whether officials are working volunteers or volunteers under the new H & S legislation	GI SNZ
	SNZ Annual Report	Gavin will again write a short report for the SNZ Annual report	GI
	Open Water	2 Chief Referees in future, one (1) for the Male event/s and one (1) for the Female event/s	
	Zonal Managers not Regional Managers	TAC recommends that at National Meets there be Zonal Managers not Regional Managers M – Dianne S – Gavin Ion	SNZ
	Police Clearances	Under the SNZ Member Protection Policy and the new H & S legislation do technical officials require Police Clearances? SNZ to seek advice	SNZ
	Requirements for Officials Qualifications	Guidelines on the requirements for officials qualifications to be developed and sent to regions	TAC

Meeting closed 3:30pm