

SCOTTISH ATHLETICS OFFICIALS COMMISSION

Minutes of Meeting Held at Caledonia House On 10th November 2010

Present

Vic Hockley (Chair)
Pat Hockley (Officials' Co-ordinator)
Ann Carter
Shona Malcolm
Mike Forrest
Angus Cameron (UKA Peer Group)
Dave Biggin
Liz Wilder

Bob Carter
Brenda Stephen (acting as Secretary)
Marjory Cook (RR&CC)
Margaret McInally
Margaret Ann MacLachlan
Kenny Marshall
Anne Stewart

1. Apologies: Sandy Forrest

2. Chairman's Opening Remarks

Vic announced the sad deaths of Kenny MacDonald and Walter Banks both officials from the North of Scotland.

3. Matters Arising from minutes of meeting of 19th August 2010.

- Page 4 ó It has been decided that at this year's Indoor Championships a òjump offö will be carried out if there is a tie for first place in the High Jump and Pole vault competitions.
- Page 4 ó An apology was received by Margaret Baird after Vic's intervention.

4. Chairman's Report.

Vic outlined progress made in the formation of a small committee to oversee preparations for the Commonwealth Games. Terms of Reference were submitted to Greg Warnecke and these were broadly accepted with a few modifications in terminology suggested. Nigel Holl will get back to Greg and the final Terms of Reference should be agreed and a group formed in the near future.

Vic reiterated the requirements for reports and assessments to be sent promptly. It was decided that all reports should be secured by the Meeting Manager, who could brief all their Chiefs of this requirement at the individual Meeting. These Reports and assessments should be forwarded to Vic, who will collate these and send them on to the relevant people. It was stressed that the timescale should be made clear to all Chief Judges. Meeting Reports and Assessments should be with the Meeting Manager within 2 weeks and that Vic would expect these as soon as possible after that but certainly within 4 weeks. The Meeting Manager could submit all the reports they have at that date and indicate Reports not received.

Margaret Anne asked that it was stressed that attendance at Timetabling meetings and Report Writing be recognised as a prerequisite of appointment as Chief.

Assessments at meetings where a NCD was present did not s and Peer Groups. The Assessments and reports on ōseniorö and allocation of duties.

Vic agreed to forward Timekeeping Analysis, he received, to Mike Forrest as Head of Discipline.

Meeting Managers would be asked to assess their Chief Judges at this yearø Meetings.

There was a discussion on the difficulties arising from people looking for experience and Reports at a 2nd or 3rd discipline. It was stressed by Vic that he sees our main focus as getting as many officials to Level 3 in their first discipline as possible, and that ,with the limited number of senior officials involved, report writing and mentoring officials in 2nd and 3rd Disciplines, would be stretching resources. It was also accepted that inclusion of people at Championships in anything other than their 1st Discipline would be very hard to achieve. There is a concern too that status at a 1st Discipline could be questioned if the official is not working regularly in their discipline. League Meetings might provide experience at 2nd and 3rd Disciplines for those able to attend these regularly. The Commission will endeavour to monitor this situation.

Vic asked Anne Stewart and Shona to investigate the position regarding official invitation to the 2011 Commonwealth Youth Games at the Isle of Man. As there will be a Scottish Team of Athletes should Scottish Officials be an ōentityö too.

It was decided to defer discussion on the North Lanarkshire Childrenø Games until after the Allocations meeting on the 16th November.

Vic read out proposed dates for the Summer season.

7/8 May	Scottish Trials (Loughborough Meeting)
28 May	Regional Championships
16/17 July	Senior Championships
23/24 July	Age Group
30/31 July	U20 (U18?) YAL Final
5-7 Aug	Childrenø Games
TBC	Combined / Masters
13/14 Aug	Sen International
13 Aug	Celtic games
27/28 Aug	Regional

Vic indicated International Match dates and possible clashes were identified.

There was a discussion on Timetabling Indoor Events and in particular the possibility of using Circular and Straight Tracks together. These were issues that would be included in discussion at the Allocations Meeting and liaison with Lesley and the Track and Field Commission would be sought to voice points of concern.

5. Scottish Athletics (Education and Training)

Shona showed the Commission a letter received by George McEwan expressing his thanks for the honour bestowed on him by the Officials Commission. He was very pleased to accept the Quaich and wished to thank everyone in Scottish Athletics with whom he had worked, with particular mention to the Timekeeping Judges who had provided help and good company over the years. The arrangements to similarly honour Sandy Robertson are progressing.

Nigel Holl wished to express his thanks to all who made the Conference such a great success.

ed 51 participants. Of these 22 people were new officials
an encouraging number. It was agreed that Shona should start
aining. The Level 4 Courses proposed for the 7th November
culty in availability of the relevant tutors. The new IT
and Shona indicated that the 23rd Nov should provide an
opportunity for Chief Judges likely to be involved in the initial trials of the system to see it being set up.
Level 4 Courses are looking likely to be rescheduled for March/April.
Shona asked for suggestions for changes to the nomination and selection of officials for the Annual
Awards. She suggested that we could discuss this in greater detail at the next meeting and that we
formalise ideas on Categories and Procedures then.

Shona asked if it would be possible to establish (minimum/ maximum) numbers of officials for Meetings
and asked if Discipline heads could forward their ideas on these to her.

Anne Stewart passed out sheets to Discipline Heads with a request that information is input and the sheets
returned as soon as possible. Paula Gowling wants up-to-date information on Courses and Levels to put
into Trinity Database. Anne hoped to have this information by Monday 15th November.

6. Track & Field Officials' ~~Convener's~~ Coordinator's Report

Pat identified a need for individual officials to be aware of their Level when submitting returns as there
have been some anomalies. She informed the Commission that 100 reminders were needed to secure
returns from officials on availability for the Indoor Season, and that, late entries were still coming in.
She realised that this makes planning difficult and asked that Disciplines Heads keep in touch with any
changes and additions to allocations.

Discipline Heads were asked to identify possible officials who they feel capable of being meeting
managers. To this end Pat asked if the 4 Discipline heads and Vic could meet at 5:30 before the
Allocations meeting to establish Meeting Managers and to Formalise procedures for selecting meeting
manager and Assistants for the future.

7. Officials Recruitment Sub Group Report

Recruitment, Retention and Rewards Sub group.
10 November 2010.

There has been no meeting since the last report.

Dave spoke to Nigel at the Conference regarding the identity of the replacement of this group's link and
he will pursue this.

Dave will contact Ross and confirm the advert that will appear in the programmes during this winter
season and the availability and display of posters at events.

Dave.

Vic pointed out that one of the Terms of Reference for the Commonwealth Games group would focus on
this area. A discussion on the inclusion of Level 1 officials at meetings would be encouraged and was
already proposed (Yvonne Murray) for the 13th November at Ravenscraig. Dave indicated approaches
throø Geoff Wightman and Directors of Education to inform and invite schools involvement but for
various reasons some financial this had not had much response. Approaches had been made to
Universities. Shona told of Level 1 course run for Falkirk Council.

8. Discipline Heads' Reports.

Track ó

- Margaret Anne has 5 officials put forward for upgrading.
- She asked for feedback on the initiative to use an Equipment Manager as part of the Technical
Team. The feedback was very positive and the advantage of allowing the Technical manager a
more öroving briefö a definite advantage. Andy Law had acted in this role on a number of

and efficiency. New Clerks of Course had a greater opportunity
2 experienced officials. Liz pointed out that the system had
of the country and it may be adopted for Meetings there.
ive Information on officials could be destroyed if no longer of
value. She had brought information on individual practising officials together. It was clarified
that Discipline Heads could use their judgement to remove non relevant material. Anne Stewart
did express an interest in information which might assist her in data records for current officials.

Field 6

- Bob confirmed 4 officials were ready to be upgraded to level 3
- He was hopeful of 6 to 8 for 2011

Anne Stewart asked that help to update SAL's Register of Officials would be appreciated.

Vic asked for copies of submissions to Level 3.

Work on establishing Level 2 (b &c) officials was needed and might be tackled at the Allocations Meeting.

Timekeepers 6

- Mike has 1 Photofinish Official ready for upgrade to level 3.
- He also asked for some clarification on Record cards, particularly in view of the practice of 2nd and 3rd Disciplines. Many people are using old cards with wrong information on where to send these on completion. Shona was aware of the need to make duplicates of cards to send to various disciplines and the need to find some way of getting the cards to the officials at the beginning of the season now that information is largely transferred by email. The current card is Pink and perhaps the best method is to have cards available in bulk at as many early meetings as possible.

Administration. 6

- Margaret is still concerned at the level of experienced officials allocated to Administration tasks. She has decided that she will be available for only one meeting at a weekend and the need to find and train people in these disciplines must be a priority.
- Numbers of Stewards at Indoor International was discussed and outlined
 - 6 Athletes Stewards
 - 3 Call Room Stewards
 - 1 Results Steward
 - 2 Infield Spotters
 - 1 Track Steward
 - 1 Timekeeping Steward

Starter / Marksman 6

Commission report from Dave Biggin 10 November 2010

Ross is dealing with the storage of the fse issue and also dealing with the purchase of the starters' speaker system which it is hoped to have available for the winter season. Training will be arranged once the equipment arrives. Ross is discussing with Scotstoun the possibility of both the fse and speaker systems being stored there after which we will investigate any training requirements for officials and staff.

Dave has been in lengthy contact with Paula Gowing regarding an apparent error over one official's grading status.

3 new officials undertook the Level 2 starter /marksman course last week at Grangemouth.

The group had 21 officials offering Scottish winter availability and a further two from other disciplines. 10 officials offered UK winter availabilities. 5 allocations have been made available.

Kenny Marshall has been elected on to this group to replace Alastair who has now served a three year session. The group welcomes Kenny and hopes he enjoys his second period on the committee.



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ld like to thank Alastair for his commitment and three years.

ointed to this group, which now comprises of Angus in the

9. Service to Members

Ann issued lists of waterproof locations to check.

The Conference had been a great success and the feedback almost unanimously positive. The Commission looked over the costs incurred and the expenses of visiting speakers and the availability of Weather Boards.

A Curry Night for the 5/6th March Age Group Meeting is Ann's next project.

10. Facilities

Liz had a lot of positives to report. Recent UKA surveys have highlighted the progress in Scotland, both in provision and use of suitable Athletic Venues. The new development at Ravenscraig is a great addition.

Scotstoun is signed off and on to users meetings.

Livingston and Dam Park- resurfacing held over to March(due to weather).

Tweedbank is all finished and looking for certificate for .

Kilmarnock is tenders out by end of year

Linwood is indoor long jump tender

Track Etiquette and Users Meetings Documentation produced by Scottish Athletics to be used by UKA as they are interested in their format.

2 Scotstoun Staff have been accepted for volunteer work at the Olympic Venues and this will be invaluable experience for the Commonwealth games.

It has been recognised that Scotland is ahead of the rest of the UK in a programme of visits to all venues.

11. Health & Safety Report

Margaret Ann was pleased to see so many officials attend the recent Training Day and many officials were there to update and refresh their knowledge which led to lively relevant discussion and the idea that update course could be well worth considering. A discussion on Accident Reports and UKA liaison take place. Risk assessments made by all involved but particularly Chiefs should continue to be highlighted in Reports.

12. Rules

No Report

13. Track & Field Representative's Report.

We had a look at fixture dates. There was a request that Timetables be ratified as soon as possible and that decisions on use of circular/straight tracks should be studied to ensure safety and accommodation of needs of athletes and officials.

15. Road Running & Cross Country.

Marjory outlined Tutor Training to be carried out on the 4th December which will allow general Training Courses at level 2 to begin. New Level Grades and Registration of Road Running and Cross Country officials were ongoing.

AOCB

- Bob wanted confirmation that new Level 3 officials would need to have been at that grade for 2 years before being available to write reports on others approaching level 3 and this was confirmed.
- New Scottish Plans are now available and Commission members had received these (10thNov) by email.

Date of next meeting –Thursday 17th February at Scottish Athletics Ltd Office Edinburgh.



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