**Scottish Athletics Officials’ Commission** 

Minute of meeting

Via Zoom 20/04/21

**Present:** Margaret Brown (Convener) Margaret McInally (Administration)  
Moira Nisbet (Field) Alistair Aitchison (Track)  
Dave Finlayson (Photo Finish) Dave Cairns (Endurance)  
Richard O’Grady (Start Team) Rob Dalziel (Officials’ Coordinator)  
Ally Love (Events Team) Leslie Roy (Track & Field Commission)   
Colin Hutchison (CEO) Shona Malcolm (Development Officer)

**Convener’s opening remarks:** Margaret welcomed everyone, pleased to see all looking well. Commented that Zoom definitely improved attendance numbers. She continued, as Covid numbers drop we should be able to see more athletics happening this summer. A special welcome to Moira Nisbet in her new role as Head of Field Discipline. Margaret wished her success & assured her support from the whole Commission. Thanks were then expressed to Joyce Rammell for her time, commitment and effort. Her final success was the new groups working within the Peer Group.

**Apologies:** Joyce Rammell, Liz Wilder, Jason Pender

**Matters arising from Minute of 17/02/21:**

* UKA allocations are now complete and were sent out to all today.
* Officials’ Catchup in March was a success & thanks to all presenters.
* Outdoor Elite Throws competition at Linwood went well. 3 events, Hammer, Javelin & Shot. Good to see consistent throwing from Chris Bennett.
* Virtual Field Catchup was welcome, but more contact required.
* Scottish Allocations are now out. Thanks to Rob & Peer Groups
* Shona & Margaret attended joint TRING/Home Countries meeting in late March. Much discussion on upgrades of level 2 to 3. England appear to make it complicated, what we do works well and we do it well. Notes from meeting will be passed to Heads of Discipline by Shona when available.
* List of names collected at GP in Emirates were emailed February 2020 and were told would be kept up with courses etc when things changed. Shona will contact again.
* Everyone was thanked for their advanced reports.

**Submitted Reports:**

**1. Convener** – Margaret Brown  
As this report is written not much has changed since our last meeting, although it is beginning to look slightly more positive that Championship events may go ahead during the Summer of 2021.

Availability and selections have now taken place with competitive championship events likely from the beginning of June with League and other meetings scheduled from the end of May.

The number of Covid-19 positive tests are reducing considerably and combined with the vaccination programme is providing more confidence each week. Restrictions are also lessening and improvements to ‘normal’ life more hopeful.

The last year has been a considerable stress for many people but with the help of virtual gatherings, mostly via Zoom, it has helped many to maintain contact and keep in touch.

**Officials’ CatchUp**

Once again we were able to offer our Third such event for our officials in March 2021. Attendance remained steady at approximately 115-120. Great to know that the interest and enthusiasm still remains, for the majority of our officials.

**Proposed Outdoor 4JS Open Series/Championship Events**

District Championships, usually held in May, were thought to be too soon taking place for stadiums and athletes and have been removed. The possibility of an Elite event instead on 8th May still remains, likely venue to be Kilmarnock. Details still to be confirmed.

**UKA Update**

A virtual meeting was scheduled by Matthew Downes for 25th March for TRNG and Home Countries representatives to discuss mainly advisory reporting requirements for officials moving from L2 to L3. SM to circulate information with Discipline Heads. Mostly common sense but some regions make it complicated. Scotland has a sensible system already in place.

**L4 Upgrading in 2021**

The guidelines for Upgrading to L4 will be available as previously on UKA website from 1st June 2021. Moira Gallagher has confirmed the reporting years as 2018, 2019 and 2021.

For those officials being recommended for Upgrading to Level 4 the Questions become available on 1st June for submission to TRNG Secretary by 1st September.

If the answers have been submitted early (by July 31st) and are inadequate the candidate will be informed and given the chance to submit an improved set before the closing date of 1st September. If this task has not been completed satisfactorily the candidate will not be eligible to apply for Level 4 in 2021.

**Outdoor British Championships 2021**

Officials who had made themselves available for these Championships have been contacted once again to confirm their availability for Friday 27th August in addition to Saturday & Sunday of that weekend as the programme has been extended to include the extra day.

**UKA Selections Summer 2021**

The selections have now been completed and are due to be circulated after 17th April. Until that date the information is embargoed. Hopefully by the Commission meeting on 20th April all will have received confirmation.

**Diamond League Meeting**

Hot off the press we hear of a DL event scheduled for Gateshead on 23rd May. The short timing of details is as a result of its original venue, Rabat, no longer being available. UKA therefore stepped in and offered to host the event. The fixture is an important marker for the athletes in advance of Tokyo.

Availability request sent out to all officials on Friday 16th April. It may well be, since Gateshead is the venue, an additional opportunity for many Scottish officials. The event clashes with the Loughborough International but it has already been agreed that officials selected for that event will remain there.

**2. Track –** Alistair Aitchison  
Shona has arranged a Level 1 Track Course for Wednesday 21st which is fully subscribed.  
At this moment in time Track have:  
1 Official progressing from Level 3 to Level 4  
1 Official progressing from Level 2 to Level 3  
3 Officials progressing from Level 1 to Level 2  
4 Official progressing from Asst. Official to Level 1  
Hopefully we will be able to make some progress this year.  
**New Head of Discipline**As you all know my time as Head of Discipline for Track ends later this year.  
Joyce Wighton has agreed to take over as Head of Discipline for Track and will attend the Commission Meeting in August along with myself. Joyce will take over the role from that meeting onwards.  
**Out of Area Reports for Accreditation to Level 4**The new guidelines for Reports issued in 2019 now say:  
***A)………Reports and records of experience should reflect considerable experience at least at area level (ie North, South, Midlands/SW, or Home Country)   
B) Out of Area report – The reporter must be from another TRNG…………………***Having tried to arrange an Out of Area for the forthcoming outdoor season I am of the opinion that these rules his would appear to put Scottish Officials at a disadvantage. In the past we have been able to prepare Out of Area Reports in Scotland using our own areas East, West & North but that is no longer allowed.  
Also, Scottish Officials were able to obtain Out of Area Reports by travelling to England with teams to YDL Upper Group Leagues as well as UK Men’s & Women’s Leagues but again that is now ruled out.  
In 2021 the Northern Area Senior Championships are in Liverpool and the Age Groups are in Hull. Not exactly just over the border for us living in the Central Belt and South of Scotland but even worse for anyone living further north.  
The alternative would be to invite an official from another TRNG to travel to Scotland to do the reports but who pays for this?  
Following discussions with Margaret Brown she has offered to discuss this at the next TRNG Secretaries meeting. In the meantime does any other discipline have any comments?

**3. Field –**Joyce Rammell  
With only one low-key elite invitational competition since the last meeting there is little to report. The Field discipline peer group now has three sub-groups up and running and the transition seems to have gone very well.  
We had a catch-up meeting on 15th (last week) to allow the sub-groups to report to the collected field officials, letting everyone know what was happening.  
The Allocations group efficiently negotiated their first Scottish Athletics summer competitions with the proviso that all might change due to the Covid restrictions/relaxations. In the absence of a timetable, this was not an easy task.  
The Mentoring group has already allocated some mentors where this has been requested and is an ongoing process.  
The Upgrading group has already looked at where requested reports might be done, although this may not be totally straightforward in the light of how competitions are structured.  
The Technical group led by the Field has been set up across disciplines has allocated Technical Teams for the summer and is still a work in progress.  
I have come to the end of my tenure as Field Discipline Head and formally handed over on 15th April to Moira Nisbet and will remain in the background as support for a time, as part of the Upgrading group.  
**4. Time Keepers –** Jason Pender  
No Report needed  
**5. Photo Finish –** Dave Finlayson  
No Report needed  
**6. Start Team** – Richard O’Grady  
The Start Team have held one virtual catchup session, since the last Commission meeting and have another catchup planned for 28th April.  
The Peer Group met on 29th March to discuss their outdoor season allocations. Unfortunately, the Start availability list used for allocations was very limited, which was discussed. Other than to recruit a new cohort by running a start course and encourage non active start team members to get involved, we have approached 2nd discipline officials to fill gaps, but obviously their first commitment is to their 1st discipline. All events covered but some are down to the bare minimum.  
It is intended to contact all start discipline officials, both active and nonactive, using a short questionnaire, to look at future availability issues and ways to address the problem.  
Nothing else to report.  
**7. Administration**As with others there is not much to report since the last meeting. I was a bit concerned though when the availability came through. A number of the usual Admin folk are not available over summer. It is something I am currently following up, but it has left huge gaps in many areas. As with other Disciplines the Seniors are oversubscribed, but sadly lacking at other events. As we get a clearer picture of where & what will be offered, something will have to be done to fill the gaps to allow events to happen.   
**8. Endurance** Dave Cairns  
No Report

**9. Track & Field Coordinator  
Mailing chimp Trinity List, statistics(18/04/21)  
\*** 694 subscribers  
\* 157 unsubscribed  
\* 165 cleaned  
**Summer availability 2021**Returns received – 171  
Admin – 3  
Field – 86  
Photo Finish – 15  
Starter & Starter Assistant – 16  
Timekeeper – 15  
Track – 36  
Scottish Athletics Events’ roles have now been allocated and information sent to all officials.  
**Other Events**YDL & combined Mens’/Womens’ League availability sent to Leslie Roy  
RAM League availability sent to Andy Dobbie  
No requests received from Clubs to ask for officials for Club events in May. **10. Events Team –** Ally Love  
No Report  
**11. Facilities –** Liz Wilder  
No Report needed  
**12. Health & Safety** – Dave Hanlon  
No Report  
**13. Track & Field Commission –** Leslie Roy  
1. As the road map out of lockdown starts to move slowly in the right direction it has allowed clubs to hold 4JStudios Together Apart District events and SUPERteams club events during May.  To date over 40 clubs have registered an interest in this.   
2. The Track & Field Commission are due to meet on 28th April to discuss this seasons Championships as we move out of lockdown.  Initial discussions will concentrate on SUPERteams final at Aberdeen in June and CE/Masters Championships in July with the timetable group meeting the following week.   
3. A huge thanks to all officials who have made themselves available throughout the summer for both Championships and all other events.  Without officials these events could not go ahead.   
4. Planning is underway for the Joint League meeting at Grangemouth on 30th May although the lower level detail of what will be allowed is still to be announced by the Scottish Government and hopefully this will become available quickly after the next main announcement on 26th April.  At the moment indications are that Scotland will be in level 2 at this point and therefore athletes aged over 18 will be allowed to compete. The event at the request of clubs will be endurance and throws events only.  Bubbles and a one-way systems will still be in operation and athletes will only be allowed to compete in one event.   
5. Some National events have been cancelled including BUCS and UKA will now hold the first World Athletics GP at Gateshead on 23rd May, the same weekend as Loughborough International so hopefully there may be an opportunity for more Scottish officials to be involved, if available (ever the optimist).   
**14. Officials’ Development Officer –** Shona Malcolm  
**Training Courses** –   
I am working with UKA and the Home Countries on dates to deliver, Tutor zoom orientation training.   
27th March UKA delivered - Level 1 Virtual Field Orientation attended by – 4 Field Officials  
On 31st March England Athletics delivered – Endurance Tutor Zoom Orientation session attended by 2.   
19th April Scottishathletics will deliver – Tutor Zoom Orientation session, 6 attendees expected.  
  
**Level 1 Courses –** Our first Level 1 Virtual Course are on the website –  
21 – April – Track – Course full  
24 – April – Field – Half full  
Others will be advertised in the next week and will be on the website, email will also go to clubs to encourage volunteers to sign up. Also in contact with Cumbernauld and Orkney to run own courses for club volunteers, just waiting on dates from them.   
12 – May – Assistant Officials Virtual Course planned.  
25 – September – Level 1-3 Endurance Course planned for Face to Face  
**National Officials Catch-Up –** Delivered on20 March by Zoom had 115 attendees and was well received with good feedback. Thanks to Margaret Brown for pulling the programme together and to all that presented on the day.  
There has been discipline specific catch-ups between February and now with Start Team, Track and Field.  
SAMH webinar planned for the 26th May via Zoom from 7 -8 pm.   
**Website –** Updating of Officials pages is ongoing. The Upgrading page has now been updated with all the 2020/21 form and questions. Also in the toolkit the endurance section has been updated. Could all Discipline heads please check the toolkit of their discipline and send me any additions or deletion for that page. If anyone has any other Changes for the Officials pages then please pass then on to me for updating.   
**UKA Education Sub-Group Update.**Teams meeting on 17 February 2021.

* TAG & Sub Groups will be involved in the new UKA structure.
* Stewart Barns confirmed as chair of group.
* Level 1 virtual courses are being shared across the Home Countries.
* There will be a quality assessment of all tutors delivering to make sure standards are kept the same across the country. Assessment Matrix and criteria will be sent to tutors from Paula at UKA.
* EDM module for level 4 Field will be delivered to our candidates in Scotland, I am looking at two courses, one in Inverness to cover people from the North and possibly running the other at Livingstone along with the Throws Grand Prix. All still to be finalized.
* Call Room Module still being built and looking for some video content.
* Introduction to Officiating Module, still being finalised and looking for video content before being put online.
* The following people have been appointed to the European panels.

Photo Finish – Alison Jordon

Starters – Margaret Werrett & Mark Purser  
**Home Countries Forum –**

* This group covers Scotland, Northern Ireland, Wales, England and UKA. The group meet on a regular basis and discus all the UKA courses both on-line and face to face deliver. It checks and standardises all forms and materials for courses. We also look at best practise and share new ideas.
* Not met since last commission meeting. Next date 21 April 2021.

**Recruitment, Retention, Reward Sub-Group –**

* Group met on 13 April 2021, and John McOmish to the group to replace Nicola Cameron who stood down.
* Updated action Plan attached.
* Appreciation Certificate – have been ordered and the group will look at the criteria for sending out at the end of the summer season.
* Group working on Welcome Pack, putting together a list of Volunteer agency’s to register with, Updating advertising Poster and an infogram for the officials pathway.
* Also we would like to put an article in each edition of the newsletter, on the facebook page and quarterly on the website the names of all the officials that have been upgraded month on month, to help raise the profile of officials.
* Can Discipline Heads produce best practise material for the toolkit on the website?
* Would the commission be happy for the RRR group to have a section on the Website?
* Next meeting planned 4 August by Zoom.

No queries from submitted Reports.

**Report updates:**

1. **Convener:** covered in Matters arising

2**. Track**: further discussion around the disadvantages we are at in Scotland with regard to ‘out of area’ report for level 3 to 4 upgrade. Everyone was in agreement. Cost & time implications for North of Scotland & the islands is considerable. Local & National Leagues, SIAB etc no longer count. Wording of areas/districts in England don’t match up to ours, which leads to further difficulties. Accept the need to ask Official to work ‘outwith their comfort’ zone but it is near impossible. Travelling with Clubs to National Leagues used to work well. Discussion around cost implication for bringing an English Official up, possible use of UKA Bursaries. Last Scot to travel, flew to Ireland at own expense. Margaret Brown has undertaken to write to Stewart Barnes initially as Head of Education & Training and then Moira Gallagher as lead of TRNG.  
3**. Field**: no update or questions  
4. **Timekeepers**: - -  
5**. Photo Finish**: Team now in place for 8th May, liaise with Ally. No Questions  
6**. Start Team**: Questionnaire out to all team, including those who are inactive, positive response so far. Asked to share and Richard agreed to forward for circulation. No questions  
7. **Administration**: no update or questions  
8. **Endurance**: not a lot happening at present. Report gone to RRXC commission on no gun starts. UKA courses by Zoom. 1 upgrade levelm1 to 2. Elite Half Marathon took place at East Fortune, with 8 runners. Went well. No questions  
9. **Track & Field Coordinator**: 2 clubs now requesting Officials, Dunfermline & Law. Will send round Officials for availability. Richard intimated that he had passed Rob’s details to Stirling University for their event. No questions.  
10. **Events Team**: Elite event to happen 8th May at Kilmarnock. Cage will be ready, everything in place. Timekeepers are required. (JP) All other areas covered with full complement of Officials. Performance Team are identifying athletes & are learning quickly that they cannot just demand a specific event at a set time & that every event affects the running of the day. Papers to go to Scottish Government for approval. Had money to spend! TESS upgrade on order, new False Start system will be in place for Seniors, an additional fully automatic Photo Finish system with improved trackside display, Photo Finish camera (with Vic) will be upgraded, 2 Field countdown clocks, Long jump & Triple jump pit side indicator boards, Trolley for blocks and some non certified starting pistols. Ally intimated a new family arrival during summer season, so may not always be in attendance. Caitlin will always be there to cover. Margaret passed on everyone’s congratulations.  
11**. Facilities**: Ally confirmed nothing much to report. Track Mark is ticking over & should move faster as we come out of lockdown. Queries if the cage at Grangemouth is fixed yet. Colin confirmed Inverness is first in Scotland to be Track Mark approved.  
12**. Health & Safety**: --  
13. **Track & Field Commission**: Track & Field Commission & Timetabling Group will be meeting in a couple of months to look at timetables for August fixtures. Plan to invite appointed NTDs/MMs. Asked that thanks be passed to Officials for supporting Leagues. Plan to have a meeting 1 week before e each event for those involved. Risk Assessments are in hand but awaiting new Scottish Government Guidelines.  
14. **Officials’ Development Officer** Shona reiterated some of the points from her Report. Some of the Scottish Tutors have still to do Training, hope to make 1 of them an evening to suit workers. Approval from UKA to do EDM section of Level 4 Field in Scotland for 6 applicants. Hope to overlap an event for additional experience. Aiming for mid country as 3 are from the North. Mark Purser to be added to those on European Panel, he replaces Alan Bell. Shona made a special thanks to Dave F for the success of the Photo Finish course. Hope to use Media & Newsletter to congratulate successful upgrades, approved. Would like a section on the web with details of RRR group. Approved. Asked all Discipline Heads to share good practice & put it on the Tool Kit. Moira queried what was meant by Retention, Shona gave details. Shona confirmed she had requested Secretary status for Moira to access Portal info. Alistair will send her the current list. Leslie queried the possibility of using League meetings for EDM participants. Shona explained it had to be a set course.

**AOCB**1. Newsletter – Margaret encouraged Heads to produce something. Articles are desperately needed. Suggested Shona does something on SAMH. Outdoor events another suggestion.  
2. Shoe rules – Dave C lead discussion about medical inserts making too thick for new regulations. Hope things get clearer.  
3. Alistair detailed Track Catchup. They had a talk by Maria Lyle, she was excellent. Asked to do something for Newsletter, but not keen!  
4. Breaking news – it’s been announced that Anniversary Games may have to move out of London because of costs, £3 million! Discussion.  
5. Availability out for Gateshead Diamond League. Those already selected for Loughborough will not be considered. Good opportunity for Scots.

**Close**

Margaret commented on the speed of the meeting using Zoom. Colin thanked for attending. He replied he was looking forward to some competition and seeing us face to face. Thanked the group for their patience. Margaret thanked us for our attendance and reminded us all to take care & stay safe.  
Date for next meeting was discussed.

**Next meeting: Tuesday 3rd August 2021 by Zoom**