**Scottish Athletics Officials’ Commission** 

Minute of meeting

Via Zoom 2/11/22

**Present:**Margaret Brown-MB (Convener) Colin Hutchison – CH (CEO)   
Joyce Wighton-JW (Track) Dave Finlayson – DF (Photo Finish)  
Jason Pender-JP (Timekeepers) Ally Love (Head of Competition)  
Andrew Minnis-AM (Start Team) Moira Nisbet - MN (Field)  
Shona Malcolm SM (Officials’ Development)   
Rob Dalziel-RD (Track & Field Coordinator) Leslie Roy-LR (T & F Commission)  
Margaret McInally – MM – (Admin/Secretary) David Cairns – DC (Endurance)

**1 Convener’s opening remarks:** MB thanked everyone for their time, commenting on the fact the previous meeting doesn’t seem too long ago. She appreciates advanced Reports make it both much more helpful and easier, especially for the Secretary. She then highlighted an omission from her own Report and acknowledged the Sportscotland award she had presented to Sophie Allan, as the Young Official of the Year. RD and the Heads of Discipline were praised for their work on winter Allocations. A couple of gaps in Admin will have to be looked at.

AL highlighted that it was being noticed the lack of females in the Start Team lead roles. A brief discussion followed where AM explained that for Championship events, they currently do not have any females available with an appropriate level of experience to take these lead roles. The Start Peer Group was working to progress all newer officials to allow them to take up lead roles. AL would release a member of the Events Team if they could not fill the lead roles from the other Start Team members.

**2 Apologies**: None received

**3 Matters arising from Minute of 31/08/22:**

1 – MB delighted to see shared good practice and the increase in allocation to Admin roles.  
2 – MB thanked those who had to submit paperwork for upgrades. All submitted to UKA.  
3 – LR was asked about better planning of fixtures. She confirmed it worked out in most areas, but NAL match in Scotland and YDL Scottish Final have ended up same weekend. This was preferrable to an overlap with SIAB match. It was stressed the easy way would be to let all the NAL matches be in England but financially the Scottish club needs a home match. English Officials will be used.  
4 – SM asked about progress with length of competition day. She confirmed it was still being looked at by the Working Group.  
5 – MN confirms she will have discussion with event organisers to ensure suitable candidates were selected in Chief roles for League matches.  
6 – Focus groups working on Building a Culture of Success are ongoing. Officials’ one was positive, and all Officials have had a Survey.  
7 – DF asked about list of Commission members with start dates. Will be discussed later in the meeting.

**Minute approved by** Moira Nisbet **seconded by** Joyce Wighton

**4 Convener’s Report update:** MB

1 – Kit Reward has been confirmed at £30. Names due by 11 November. Discussion followed around what is available, colour and delivery times. Purple confirmed as main colour. Long standing Officials may consider sharing spares with newer Officials.

MN queried if there had been a decision about using part of Reward towards H&S course since our discussion. SM highlighted UKA still had decision to make about cost of courses, but nothing seems clear. We badly need to know where we stand. Discipline Heads need this clarity to be able to share with Officials. CH asked that SM talk with Dawn Allan and clarify for once and for all.

**5 Discipline Report updates:**

**Track:** JW – no updates  
**Field:** MN – no updates  
**Timekeeper:** JP – Query about submitted Reports on Minute. MM confirmed all advance Reports are at the end of the Draft Minute. Acknowledged. Going south in November for his first face to face Peer Group meeting.  
**Photo Finish:** DF – Still concern with totals from one UKA report to next, never balance. Currently have ‘lost’ one L4 Official. Considerable discussion followed about reason, including overdue PVG. Discipline Heads use Report in different ways but was useful. AL asked what exactly we wanted on the Report and UKA could be asked for this. It was highlighted the coloured coded section at the end that covers some of the points raised.  
**Start Team:** AM – no updates  
**Administration:** MM – no updates  
**Endurance:** DC – no updates. Transition meeting went ahead.

MB asked if there were any questions for any of the Reports. Discussion around SAL number on kit order. AL confirmed Office would add this year but from now on to be added at source.

**6 Track & Field Coordinator:** RD –

**Mail chimp Trinity Officials List, statistics (25/10/22)**

*Note: figures below, follow a “manual” clean and import of new officials on Trinity*

* 821 subscribers
* 212 Unsubscribed
* 141 Cleaned

**Winter 2022/23 Availability**Returns to date (25th Oct) – 177 officials have responded, (14 after the closing date)

Final Allocations List will be published shortly.

Update –

1 – Are we running Call Room or Assembly at Indoor Championships? Discussion followed around why Call Room is not possible Indoors, many don’t appreciate the difference anyway, but vital our athletes experience a Call Room prior to competition south of the border. Facilities at Emirates don’t help us, but it involves the time element too. Decision for this Indoors is to use Assembly. MB suggested a possible session at the Training Day could be Call Room v Assembly.

AM highlighted that Start Team does not have the capacity to cover SIS this year. AL has noted.

**7 Events & Facilities:** AL

No Report as everything was covered by others.   
New track facility at Ayr to be called Riverside. It should be finished for summer 2023 for Open Graded or local League meetings, but SAL won’t consider till the following year. DF has visited and reports it is still a work in progress.

**8 Health & Safety:** DH

No Report submitted

Update – AL

Accident forms submitted to UKA will now be flagged up to SAL and a copy to the person who

submitted the Report. This is an improvement. AL stressed everything that happens is reportable as an Incident or Accident. Wording from UKA

Anything where someone has been, or could have been hurt, or where property has been, or could have been damaged should be reported.

 Accident reporting forms are where injury or damage has occurred. Incident forms are where injury or damage could have occurred.

Should this be highlighted to all organisers?

**9 Track & Field Commission:** LR

* 2022 saw the first full Track & Field season since the pandemic and it was great to see so many athletes and officials out delivering events. Thanks to all officials for their commitment during the 2022 season.
* Following the conclusion of the T&F season review meetings have been held with Timetable subgroup; Coaches and NTD’s.  The feedback from these meetings will be used to make necessary changes going forward.
* The two main points that were noted in all review meetings were – too many fixtures and too few officials.
* Fixture planning for 2023 is almost complete from Championships down to lower leagues. Leagues are currently discussing what changes they can make to be more official friendly.
* The outdoor T&F Championship dates are:

|  |  |
| --- | --- |
| 28th April | Scottish 10K Track Championship |
| 12-14 May | District Championships / Scottish U20/Senior Open |
| 24 June | National SUPERteams Final |
| 25 June | Scottish Relay Championships |
| 8-9 July | Scottish Combined Events & Masters Championships |
| 12/13 August | Scottish Senior / U17 Championships |
| 19/20 August | Scottish U13/U15/U20 Championships |

No updates.

**10 Officials’ Development Officer:** SM

**It has been a busy time since our last meeting in August with putting together a winter plan for Level 1 courses and making arrangements for the Club Conference & Officials Conference.   
Level 1 Courses –** We are rolling out the programme to Clubs to deliver courses on a club night at their venues and will be delivering a presentation at the Club Conference in October.   
Courses delivered -   
17 – September – Endurance – In Dundee – 10 Attendees  
24 – September – Photo Finish – For Kilbarchan – In Linwood – 12 Attendees  
28/5 – Sep/Oct – Field – For Team East Lothian – Meadowmill – 4 Attendees  
26/2 – Oct/Nov – Field – For North Ayrshire – Saltcoats – 12 Attendees

More course dates are now on the website, and we will deliver every discipline between now and the end of March 2023 at the Emirates. We are also planning some online courses for Orkney for the end of November.

**Rule Books** - UKA rule books are still available for purchase at a discounted price of £5. This is the same for the WA rule book. I also have a small supply of WPA books at a cost of £8.50. If you know of anyone still looking for a book, ask them to contact myself.

**UKA Education Sub-Group Update. –** Last meeting was held on 19th October and key points discussed were –

* Chris Moss – UKA Development Director attended the meeting and spoke about the transition of the Level 1 – 3 now sitting with the Home Countries. Lots of questions were raised by members of the group and on the wishes of Stewart Barns a separate meeting has been arranged for Monday 31st October to discuss further.
* The Level 1 timekeeping course is now ready for on-line delivery.
* A powerpoint on timekeeping was produced by Malcolm Brooks. This is being looked at for possible inclusion in the “Getting Started Booklets”. These booklets were produced by England athletics to replace the “how to officiate” booklets by Mike Palmater. The Home Countries will work together to updates these booklets.
* The new criteria on upgrading agree earlier in the year (2 reports for level 2-3, no CofC report needed for any discipline other than Track & Field) is now being added to the Licence application forms and will go on the UKA website.
* The L4 courses are being planned for online deliver on the 17December 22. But the practical would have to be delivered locally.
* Level 4 reports can be written by a L4 not on the UKA National list if they are active at a National Level within a Home Country. The out of Area report “should” be out of area but can be looked at on a case by case for people living in far reaching areas.
* The CMA modules will be delivered on-line between February & March 2023.
* The Call Room Module has been checked but could do with some better video content. Paula looking into that.
* Communication on the Community of Practice webinars has been sent to all officials. Each Home Country will deliver on these. Scotland are delivering The Inclusive Behaviours, Language & Best Practise on the 15th November and the Introduction to competition Admin Roles on the 6th December. Bookings are through Athletics Hub.

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

* The group met on 20th September.
* From the advert on the website to recruit new members to the group, Margaret Baird has come forward and will be joining the group at it’s next meeting. We would still like a few more people, It would be good to have one from each discipline.
* The Welcome pamphlet has been finalised and is attached for your information.
* The group is looking to organise a Come & Try walk around at the Senior Indoor Championships on 4 February & The Masters on the 12 February to encourage new volunteers into the sport. Still to be finalised.

**Transition of Officials Roles & Responsibilities –** UKA announced on the 17thOctober via the website and an email to all officials that the 4 Home Countries would be taking over the responsibility of all officials courses from Assistant to Level 3. In the short term there will no change in course content and the learning outcomes for courses. The 4 Home Countries have been working together over the past few years to improve and develop the courses especially for the on-line deliver and the intension is to keep working together to keep the consistency and standard of delivery high across the UK. We will have more flexibility in the way we deliver courses going forward in a way that suits our clubs and volunteers. Any changes to criteria and content will be discussed at Home Country Forum meetings and agreed by all. Tutor Training and tutor resources will sit with each home country, but we will still work together to keep consistency across the UK.

Scottishathletics has always had the responsibility for upgrading of officials from Assistant to Level 3 and this will continue as in the past with UKA still processing officials’ licences.

UKA will continue to develop and deliver all the Level 4 & 5 courses as well as the CMA Modules.

This is all the information I have at this time and will update all with more information when it becomes available.

Updates –

1 – Training & Education and Endurance Sub Groups took place to clarify roles  
L1 – 3 will be the responsibility of Home Countries, working together, discussion on new branding on paperwork for this. Scotland will have its own Tutors providing training North of the Border.

MB was pleased to see this as it gives more flexibility about HOW we deliver.

DF asked where the Peer Groups would stand. SM intimated this had not yet been discussed.

CH confirmed he had not heard of any discussion regarding Peer Groups either.

MB asked SM about Club Conference from last weekend. SM went on to describe the setup, how it worked and that she managed increase understanding of the Officials’ Pathway. Her presentation was 10 minutes to each group and gained a lot of interest for going forward. MB stressed that we were in need of Officials and volume was more important than a license. CH had been on one of the tables and confirmed SM presentation was clear and concise, did a good job and delivered with enthusiasm. What we need to remember is this was club members and they change as the years go by and we must move with this. LR also in attendance and felt fewer discussion groups required in future, as by the 5th or 6th one people were beginning to switch off.

MB brought up Out of Area Reports for L3 going to L4. Ideally should be OUT of Scotland but SM confirm there was agreement that in some cases the very north going to Central belt would be acceptable. No hard and fast rule, looked at case by case.

MB also highlighted financial implications for either a Scot going south or an English Official coming to Scotland. AL highlighted that this was a case where those concerned need to have a conversation with him. Limited Milage & hotel can be considered. MB enquired about the Bursary that used to be available, but no one had heard much about it recently. British Athletics Supporters Club are the provider. CH forwarded the contact to MB to follow up.

Further discussion followed on reports by a L4 who was no longer on the UKA list. We have a number in Scotland that this would apply to but are more than able to write a report. DF intimated a L3 went to Ireland but the reporter was not on the UKA list. Peer Group wanted to disregard it. We need to know where we stand. SM informed us the Education & Training Sub Group was on this and S Barnes had a paper ready to distribute. As the Scottish representative, MB hasn’t received it. She will raise at the January meeting.

**11 AOCB:**

1 – Record of Experience for 2nd Discipline – MN – concern at the number of these she is receiving where the first Discipline isn’t Field, some only have 1 Field experience. Discussion followed. SM reminder us that initially we were told to keep each discipline separate, but that was more than 10 years ago. It was agreed that the main Discipline Head should get the complete RoE to allow it to be considered for the Reward. 2nd Discipline should only see experiences if relevant to an upgrade. Possibly Photo Finish & Time Keeping overlap is the exception. The next Newsletter and the Conference would be a chance to highlight this,

Newsletter planned for late December, deadline for item to be AFTER 26th November.

2 – MB – Positive UKA availability needs to be encouraged with Officials. Reginal allocation is a % of returns. Officials should give specific details regarding personal preferences direct to their Head of Discipline for awareness, prior to selections being made.

3 – RD – Allocation will be mailed tomorrow.

4 – LR – Queried why Club Conference is free, including meal and goody bag while Officials must pay. Discussion followed. Ch agreed to discuss with SM & AL.

SM intimated 57 so far for Conference but will send reminder this week. She has a set budget to stay within.

5 – MB - Commission Membership. This will now be sent to members for confirmation. Currently 3 members coming up to deadline. A term is 4 years and can do 2 terms on Commission.

RD – ends May 2023  
MB – ends May 2023  
JP – ends November 2022 or 2026 – Agreed to continue

MB will work with SM to advertise the process and advert.

**12 Date of next meeting:** via Zoom, 1st March 2023, 6.30pm

Possible Training Day date 26th March 2023

MB thanked everyone for their attendance.

**Meeting closed at 9.10pm**

**Reports submitted:**

**1.Convener** – Margaret Brown

At the end of a much more ‘normal’ season massive thanks go to all Commission members for their continued commitment and hard work. It has been a very full fixture list and therefore a very busy year for all Discipline Heads and their teams of officials to whom grateful thanks go for their never faltering enthusiasm!

**Annual Awards 2021**

Once again our Commission meets this year **after** the Annual Dinner & Awards and am delighted to note the following winners announced:

**Technical Official of the Year** – Alison McGhee

**Raymond Hutcheson Trophy for Services to Officiating** – Margaret-Ann MacLachlan

**HLM** – Sandra Hardacre, Liz Wilder and John Rodger

As always it was a very enjoyable evening and so good to be back to a normal face-to-face gathering of the enthusiastic athletics’ community.

All winners were hugely deserving of their achievement and many congratulations go to them and indeed everyone who was nominated for an award.

**UKA Peer Group – 20221/23**

Appointees to UKA Peer Groups for the next year are confirmed as follows:

|  |  |
| --- | --- |
| **Field** | **Shona Malcolm**, Paul Smith, Dean Williams |
| **Photo-finish** | **Cameron Lindsay**, Alison Jordan, Ian Anholm |
| **Starting** | **Alan Bell,** Mark Purser, Sue Hooper |
| **Timekeeping** | **Jason Pender**, John Barwick, Colin Palmer |
| **Track** | **Noel Mckakly**, Steve Snodden, Sue Grime |
|  |  |

Well done to our Scottish officials who are PG Leads in three categories for the next year.

**Officials’ Upgrading**

Applications for upgrading to Level 4 from four Scottish officials have been submitted. As the UKA Peer Group meeting takes place at the end of November details of successful Upgrades are not yet available. Further details will be made available as soon as these are confirmed.

**UKA TRNG Allocations Meeting**

A long-awaited face-to-face meeting is once again scheduled for Saturday 14th January 2023, the first gathering of this group since January 2020. I’m sure the Agenda will be a lengthy one but if there are any issues from the Officials’ Commission it would be appreciated if these could be highlighted in advance.

The main purpose of this group meeting is to identify selection of officials for the 2023 season and an update and details of all discussions will be provided to the Commission afterwards.

**UKA Officials’ Strategy**

All should have recently received confirmation email regarding the [UK wide Officials’ Strategy](https://www.uka.org.uk/officials/uk-wide-officials-strategy/) (launched in November 2021) clarifying the roles and responsibilities of the governing bodies within an officials context, and in relation to the role of UKA. The good news about this is that the HCAFs will now have a greater say via an increased level of responsibility for the operational delivery of the officials’ pathway from the Assistant Officials award up to and including Level 3 Officials.

UKA will continue as previously retaining full accountability and responsibility for all higher-level officials; Levels 4 & 5 as well as those operating as International Technical Officials (ITO) or those falling under the equivalent World Athletics, World Para Athletics or European Athletics qualification schemes.

Important to note these changes will not affect the existing structures in place for the selection of Technical Officials for Major events and all Technical Officials will remain under a UK licencing scheme.

Further details and updates will be highlighted by SM (Officials’ Development Officer).

**RoE Returns**

It is hoped that by now all officials will have returned their completed Record of Experience for the year just gone. Previously it had been requested by UKA (Andrew Clatworthy) that a summary for all Level 4s be submitted as soon as possible and certainly by the end of October. To date I haven’t had a communication regarding the L4 summary from Dave Vidler/UKA but am assuming that this will still be a requirement. ***Confirmation is therefore sought from all Discipline Heads that this is indeed in the process of being completed.***

**Officials’ Indoor Availability**

Selections for Management Roles for the 2023 Scottish Championships Indoor season took place virtually on Monday 10th October. The Discipline Heads are now working towards the finalised lists for all Scottish Championships and details will be made known to all as soon as these are finalised.

Heads of Discipline were asked to ensure that where newer officials are included a commitment by all experienced officials should make certain that everyone is provided with a valuable and worthwhile experience. As previously, Discipline Heads are encouraged to ensure that no one is turned away on any specific day, even if there are more officials available than perhaps would normally be required, everyone making themselves available should be recruited and given a role.

It is acknowledged that this is always an on-going process which needs to be constantly reviewed as officials’ commitments change and agreement has been made this year that another availability request be circulated early in 2023 to catch those who weren’t sure or unable to commit too far in advance. Many thanks go to all Discipline Heads and members of their Peer Groups for their commitment and time in discussing, agreeing and providing the necessary information.

**Officials’ Rewards**

Once again we are fortunate to be supported by **scottish**athletics in being able to offer a reward, in the form of a kit voucher, to those officials who have actively supported our championship events during the past year. These lists, produced by the Discipline Groups, are presently being finalised to be sent on to Dawn Allan, SA Operations Manager, for processing. Heads of Discipline are asked to ensure that their officials are aware of who has qualified for the Reward.

**Newsletter**

It is hoped that an officials’ newsletter can be produced before the end of the year. **However, this requires an input/article from all Disciplines and ‘others’ who are so inclined. Please try to find something to say, entertain, challenge etc very soon. Thanks to the Field PG who have submitted articles and photos from their Birmingham CG officials.**

**Scottishathletics Focus Groups**

As part of the restructuring of SA

**Indoor Season 2023**

It’s really good to be able to confirm a full fixture list of Championship events for the 2023 Indoor season. As always it will be busy and will require commitment, time and enthusiasm and therefore huge thanks go to all in advance of the season starting.

**2.Track -** Joyce Wighton

**Track Peer Group:**

The Track Peer Group held a general meeting (via zoom) on 7 September and then met again, to agree indoor allocations, on 18 October.

**Officials Progression:**

Since the last Commission Meeting two of our young officials have achieved their level 2. Well done to Lesley Rogers and David Rose.

Another level 1 course is scheduled for the morning of day 1 of the Indoor Age Group Championships (18 February 2023). This will give the candidates an ideal opportunity to put their newly acquired knowledge in to practice at the championships in the afternoon.

**Allocations:**

Availability for the forthcoming indoor season is encouraging with numbers getting back to pre-covid levels.

Most championships have good numbers in track, the only one slightly short being the second day of the combined events.

It is good to see some new level 1 officials giving availability for our championships.

**UK Track Peer Group:**

Neither of the two Scottish nominations were successful – unfortunately two nominees probably led to a divided vote.

**3. Field –** Moira Nisbet

Successful outdoor season completed. Thanks go to all the officials and Scottish Athletics Management Team for the organisation and attendance at the Championships and league matches. I am working through the Record of Experiences which have been submitted and it is clear from the experiences noted that there has been great learning and education during the 2022 season, indoors and outdoors. We have grasped opportunities to mentor our officials and it has been great to listen to the learnings being shared over a coffee in the officials’ room. It really felt like our 2022 season was indeed back to “normal”.   
Update from the sub-groups:

* **Mentoring** – working well and the team are encouraging of officials who do not have a mentor to consider having one. Working with the new level 1’s I now include the Subgroup lead into the acknowledgement email, and they are given the opportunity to ask for a mentor at that stage.
* **Technical Group** – technical group have met to consider the indoor allocations and trying to give more technical team opportunities so that the learnings are shared.
* **Reporting** – our shared spreadsheet has worked very well and enables all subgroups to have access and to see what is happening. The reporting team gave input to the allocations team to ensue officials looking for upgrades are given opportunities for indoor reports for 2023.
* **Allocations** – the group met and progressed the indoor allocations with chief roles taking into account and what reports were required.

**Field Stats:**

|  |  |  |
| --- | --- | --- |
| **Current Level** | **Number** | **Comments** |
| Level 1 | 125 | 31 sitting with no DBS in place – could be an indication of not wishing to be active  Several of these L1’s are also graded at other disciplines/coaches so not actively doing field duties at matches |
| Level 2 | 45 | 8 sitting with no DBS in place – 2 of which have indicated no longer wishing to take part in athletics  Several of these L2’s are also graded at other disciplines/coaches so not actively doing field duties at matches |
| Level 3 | 47 | 7 sitting with no DBS in place – could be an indication on not wishing to be active  Several of these L3’s are also graded at other disciplines/coaches so not actively doing field duties at matches |
| Level 4 | 35 | 5 of which have not been active during 2022 season and have indicated wish to step back and have not put themselves as available for any indoor |
| CMA | 1 | 1 L4 field has also CMA status |

**2022 Completed since August:**

four level 2 to level 3

two level 3 to level 4 submitted for update in January 2023

**In hand to be completed:**

Level 1 – Level 2: 7 in progress and just waiting on reports / L2 questions or both to be finalised.

Level 3 – level 4: 2 in progress for a 2023 completion both have completed the questions so just the reports to be completed in 2023

Well done to all the officials who have been upgraded during 2022. It is encouraging to see the desire to progress. However, we all need to encourage and support each other but especially encouraging our existing L3’s to progress as our present L4 numbers are diminishing, with several indicating they are cutting back on commitment to championship matches or wishing to step back. This is reflective with the number of our L4’s putting themselves forward for Management Roles in the allocations. I contacted officials whom I knew took part in the past at the indoor season to ask why they had not submitted a return, and there were a variety of reasons:  
Travel – did not wish to travel in the dark to and from matches will be back for outdoors

* Did not wish to take part at indoor, may consider again for outdoors
* Wish to step back from officiating but may consider some outdoor matches
* Do not wish to officiate any longer

**Retention** of our officials must be key going forward and we all require to consider what part each of us can do to ensure this happens. **Recruitment** - Challenges for next year – recruitment of new officials and how we interact with each other.

My thanks to go to scottishathletics for their support during the 2022 seasons (indoor and outdoor) and to this Committee for their support and sharing ideas and information.

**4. Timekeeper** – Jason Pender

# Number of Officials with a time keeping qualification on the Officials Portal (Trinity)

* Level 4 = 15
* Level 3 = 17
* Level 2 = 15
* Level 1 = 37
* Trainee = 22

Total = 106

Number of officials made themselves available for indoor championships = 14

# Scottish Timekeeping Peer Group

Following recruitment, the Peer Group now comprises of

* Jason Pender (lead)
* Lynne Belch
* Frank Coyle
* Peter Ramsay

# Training and Education

In planning is an online training course (time keeping level 1) for Orkney in November (Jason Pender and Mike Forrest presenting).

Also scheduled a classroom level 1 timekeeping course at Glasgow Emirates for 28th January 2023 (Jason Pender and Mike Forrest presenting).

**5.Photo Finish –** Dave Finlayson

As of this month’s UKA Affiliated Officials Report we have the following active PF Officials:

Trainee : 29  
Level 1 : 17 (9 Non Active)  
Level 2 : 7 (1 Non Active)  
Level 3 : 6 (3 Non active)  
Level 4 : 11 (2 Non active, 1x 4P)  
Licensed Officials Inactive Scotland : 15  
We have :  
2 x Level 3s awaiting UKA Peer Group Decision for Level 4 upgrade  
2 x Level 1 progressing to Level 2

And since then we welcome Jonathon Muir upgraded to Level 1

We have carried out at Level 1 Course at Linwood with 12 candidates attending (1x from Birmingham)

From the Availabilities returned we will be oversubscribed for Scottish Athletics Championships but the numbers include a high percentage of Trainees. We are trying to accommodate as many as is practical.

**6. Start Team** – Andrew Minis

Firstly, I would like to congratulate on behalf of the wider Start Team, Sophie Allan on her recent Sport Scotland Young Official of the Year award.  
Since my last report one Official has been upgraded to L1 Starter. He is one of many who have been upgraded along the pathway this season, congratulations to all.  
The Peer Group have also met and discussed some recent upgrading processes. At present, the upgrading/mentoring subgroup are putting together a matrix to best monitor upgradings as our officials' progress along the pathway. The Peer Group have also put in place minimum levels to Chief at our National Championships, where feasible, to ensure those less experienced are not put into positions that may cause unease.   
Finally, from a total of 19 Record of Experiences received, 10 officials have met the criteria for the SA reward scheme. Overall, these 19 officials have also officiated a total of 396 times at Track and Field meetings within a Start Team or Auxiliary role, an average of 20 times each.

Thank you to all on another successful season as we look towards XC and Indoors.

**7. Administration –** Margaret McInally

It’s unusual to start positive, but I’m delighted to say three Disciplines have provided names for Admin roles, covering most of the events indoors. In addition, I have been offered a few for the first couple of hours, before moving to their selected Discipline. This will be a big help at Declarations and I’m grateful for this. Those staying over the night before could perhaps also be encouraged to give time to Declarations first thing in the day. Masters is again going to prove difficult. I’m aware everyone is short at this event. What do we have to do to let Officials see that Masters need to same respect as we give all other Age Groups, though perhaps a little more understanding for some! Fingers crossed for a successful indoor season.

**8. Endurance –** Dave Cairns

1. **UKA Endurance Education Sub-Group**:
2. **Existing “Interactive” Delivery Trained Tutors**: The consensus seems to be that all tutors would have an orientation day with the new matrix to ensure consistency.
3. **Next meeting**: 18/01/2023.

**2 Endurance Officials Discipline (Peer) Group**:

1. No nomination received from the North to join the Discipline Group.

**3 Endurance Officials Availability Google Form**:

1. Completed Availability Form, circulated and returns received, which have now been circulated to Event Conveners together with subsequent updates as additional returns & changes have come in.
2. **Endurance Officials Upgrades & Training**:
3. ‘Face to face’ Endurance training course using the existing course material on Saturday 17th September 2022 at Dundee. 10 delegates in attendance of which two have now upgraded to Level 1 Endurance. DC and M-AM co-tutored.
4. Moray Road Runners to host a “face to face” Endurance Officials Training Course on 26th November 2022. DC & M-AM to co-tutor.
5. **Officials Conference 13/11/2022**:
6. DC will present a workshop on “Refereeing Endurance Events” at the Officials Conference; on 13th November 2022.
7. **Transition of Officials Roles and Responsibilities**:
8. I’m not sure who might be aware of the imminent changes devolving Officials Roles and R (L1-L3) Responsibilities from UKA to the HCAFs. I only became aware on 17/10/2022 when I received an email and will be attending a “*Microsoft Teams*” meeting on 31/10/2022.
9. I have prepared and submitted a spreadsheet incorporating the information available together with FAQ’s and answers and my own questions.