

September 2016

Dear Colleague,

Guidelines and Principles for Fixture Planning & Track and Field Permitting 2017

The UK track and field fixture planning process presents us all with significant challenges but continues to develop year on year. There is still the desire from UKA, the Home Countries and the sport to try and ensure we work collaboratively to minimise congestion and conflicting competitions which in effect dilute the overall experience and quality of competition and can consistently overuse certain age groups. Historically, various Associations and independent competition providers have initiated new competitions and more often than not, those competitions have resulted in a duplication of fixtures which again continues to dilute competition. Permit applications will be approved in line with the published fixture calendar and clear clashes of interest will be avoided.

With the support of the Home Countries, England Competition Group, British Association Track and Field Leagues and various other competition providers who are members of the UKA Fixture Planning group and closer links with Power of 10, permitting of all track and field fixtures positioned within the competition pyramids for Levels 1 to 5 has been successfully implemented.

Competitions should provide relevant opportunities that complement the long term development of all athletes regardless of age and ability. When organising any competition the provider should consider whether the format is appropriate for the age and ability of the athlete. When considering the allocation of competition permits, the appropriateness, as it relates to athlete development, will be a fundamental consideration for the NGB.

In relation to the developing athlete, further information on the recommended type of competition can be found in the UKA Athlete Development Model: http://coaching.uka.org.uk/coaching/athlete_development/. The most appropriate pathway and competition opportunity will be at the core of all date allocations and permits.

In addition to managing fixture planning, a significant effort continues by various competition providers to improve the overall delivery of their competitions. UKA introduced the role of National Technical Delegate (NTD) in 2009; these delegates are assigned to various competitions currently at Levels 4 and 3 to help identify where improvements can be made in relation to Pre Administration, Technical Officials allocation, Technical Equipment availability and overall event organisation amongst other duties.

To help explain the process clearly, please find enclosed various documents, including guidance notes, which will give further clarification to the permitting scheme.

1) Process for Track and Field Permitting 2016 – Appendix I

A guidance document outlining competition principles relating to permitting and the process, with timelines for acquiring a permit.

September 2016 Guidelines & Principles

2) Level of Competition for Permitting – Appendix II

3 Pyramids outlining Senior, U20, U17, U15 and U13 Competition. The pyramids indicate where specific competitions are positioned within the Levels.

3) UKA Athletics Facility Competition Certificate

Competitions at permit levels 3, 4 and 5 will require the host venue to hold a UKA Athletics Facility Competition Certificate appropriate to the events listed on the permit application.

Visit the website for more info: www.uka.org.uk/governance/facilities/track-certification

The UKA Permit Application form can be downloaded at <http://www.britishathletics.org.uk/competitions/rules/> and will also be distributed at the Fixture Planning meetings. Any queries should be sent to permitting@uka.org.uk.

Indoor Permit Applications for (November 2016 to April 2017 fixtures) from Competition Organisers **should be received by UKA no later than 31st October 2016**.

Outdoor Permit Applications (April 2016 to September 2016 fixtures) **should be received no later than 14th November 2016**. All other fixtures should be negotiated directly with UKA.

Following a successful application, Indoor permits will be sent to the Event Organiser in November 2016 and Outdoor permits will be sent in December 2016. Permits will not be sent until all matters have been resolved. If there are any outstanding issues, the date is not awarded until you receive the official permit. Dates agreed at the Fixture Planning meeting on October 1st 2016 will take precedence in all cases.

The timeline has been set up to ensure it links into negotiations which take place at the domestic Fixture Planning meetings in January and September each year and includes the wider European Fixture Congress in October. Permit applications may be submitted after the dates above but such events will not be included in published fixture calendars.

Please do not hesitate to contact me for any further clarification you may require and again, may I take this opportunity to thank you for your cooperation. It is essential that we work collaboratively and diligently to create the most effective competition pathway which demonstrates that we have the welfare of the athletes at the centre of our decision making in relation to fixture and pathway planning.

Yours sincerely



John Temperton
Domestic Competition Manager

September 2016 Guidelines & Principles