

September 2016

Dear Colleague,

Appendix 1 - Process for Track and Field Permitting 2017

The UK track and field fixture planning and permitting process has developed significantly through gradual introduction over a number of years and UKA continues to work collaboratively with the Home Countries and the sport to eradicate congestion and conflicting competitions. The aim is to create consistency by alleviating fixture congestion, providing a clear competition pathway for athletes and improving standards of promotion.

Please note the following points:

- On November 1st 2015 the UKA public liability insurance policy for organisations affiliated to one of the four home country associations was amended so that public liability cover is provided to those events that are promoted by an affiliated organisation and a permit or licence has been granted for that event.
- Rules for competition were amended on April 1st 2016 to require all track and field events, including Level 1, to obtain a permit.
- Any competition submitting results for inclusion on Power of 10 must hold a permit for the event in question, including Schools' events below National level, and achieve minimum requirements on the number and level of Officials employed on each event.
- Permits for events in Northern Ireland, Scotland and Wales at Levels 1 and 2 are issued by the respective Home Country Associations and permits for all events at Levels 3, 4 and 5 plus those at Levels 1 and 2 in England are issued by UKA.
- A rule was introduced on April 1st 2016 that limits the length of any track and field competition to a maximum of eight hours. The eight hour period runs from the start of the first event to the scheduled completion of the final event; it does not include Officials' supervision of preliminary warm-up before the first event. Any event that finds it necessary to plan for a competition day that is longer than eight hours must appoint two teams of Officials as the introduction of this condition is designed to protect all Officials (particularly those who may also have extensive travel time before and after the event) and the overall quality of the event.
- Permits for Level 3, Level 4 and Level 5 can only be issued to events held at facilities holding either a valid UKA Facility Competition Certificate or IAAF Class 1/Class 2 Certificate that certifies that the venue is suitable for record purposes. Level 3, 4 and 5 events must record wind speeds for sprints, hurdles and jumps and include wind speeds in results.
- You are no longer required to indicate the facility certification level in the application; we will check that as appropriate.
- Irrespective of the facility certification level, it is expected that a risk assessment will be conducted for the events to be staged to ensure that the facility is safe for use.



**BRITISH
ATHLETICS**



Grant Thornton
An instinct for growth

BBC SPORT

uk sport
LOTTERY FUNDED

Registered Office:

UK Athletics Limited · Athletics House · Alexander Stadium · Walsall Road · Perry Barr · Birmingham · B42 2BE

Tel: 0121 713 8400 · Fax: 0121 713 8452 · www.britishathletics.org.uk

Registered in England No.3686940

- The application form asks you to estimate the number of Technical Officials to be appointed.
- The wide variety of events creates a difficulty in offering general guidance on the number and level of Officials required at an event. In considering an application we will be seeking to confirm that results can be recorded accurately for the level of competition and the number of athletes competing. If you have a query please contact permitting@uka.org.uk
- Power of 10 will normally accept the existence of a permit as a guarantee that the number and levels of Officials on duty is as claimed in the application but random checks will be conducted throughout the season.

Further information can be found in the following documents:

- Level of Competition Permitting Pyramid
- Technical Officials' levels pyramid at <http://www.britishathletics.org.uk/competitions/officials/>
- Permit Application form showing the grid for submission of number of Officials

The UKA Permit Application form can be downloaded at <http://www.britishathletics.org.uk/competitions/rules/>. Any queries should be sent to permitting@uka.org.uk.

To ensure that your event is considered as part of the fixture planning process and for inclusion in published fixture calendars, please submit applications in accordance with the following dates:

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

Outdoor Permit applications (April 2017 to September 2017 fixtures) **must be received by UKA no later than 14th November 2016**.

Applications submitted after these dates will be approved, subject to conditions being achieved. Dates agreed at the Fixture Planning meeting on October 1st 2016 will take precedence in all cases.

All competitions that are permitted will be required to meet the following criteria:

- a) Ensure the competition is delivered under UKA Rules for Competition or IAAF Rules.
- b) Ensure that the events listed within the Permit Application Form are the only events held within the programme on the date applied for. If any additional events wish to be added to the programme after the Permit has been awarded, then approval must be requested from UKA or the HC Association, otherwise the Permit may be withdrawn.
- c) Provide a robust and quality competitive opportunity for the appropriate age group.
- d) Be in a position to show that the competition improves performance overall and provide appropriate statistical evidence if requested.
- e) Be innovative and improve the way in which the competition is delivered and presented.



**BRITISH
ATHLETICS**



Grant Thornton
An instinct for growth

BBC SPORT

uk sport
LOTTERY FUNDED

Registered Office:

UK Athletics Limited · Athletics House · Alexander Stadium · Walsall Road · Perry Barr · Birmingham · B42 2BE

Tel: 0121 713 8400 · Fax: 0121 713 8452 · www.britishathletics.org.uk

Registered in England No.3686940

- f) Work to ensure “value for money” for athletes and their support network and reduce organisational costs by using more cost effective measures.
- g) Ensure that the competition fully meets the criteria as per the level assigned to it.
- h) All Results, in the appropriate format, must be sent directly to Power of 10 as agreed by UKA and the Home Country.
- i) Results submission should match the format and deadline requested by UKA/Home Country/Power of 10.
- j) All events applied for within the competition Permit Application Form, must correspond with the specific UKA Rules for each age group.
- k) All UK Stadia will, as per UKA’s requirements, require evidence that the Competition Provider has been awarded the relevant Permit. Please note – this information has been sent to the Competition Venues.

Please do not hesitate to contact me for any further clarification you may require in the meantime 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



BRITISH
ATHLETICS



Grant Thornton
An instinct for growth

BBBCSPORT

uk sport
LOTTERY FUNDED

Registered Office:

UK Athletics Limited · Athletics House · Alexander Stadium · Walsall Road · Perry Barr · Birmingham · B42 2BE

Tel: 0121 713 8400 · Fax: 0121 713 8452 · www.britishathletics.org.uk

Registered in England No.3686940