

Minutes of Course Measurement Working Party

13 December 2014

Held at London Marathon Offices, Southwark Street, London, SE1 0JF

Attending:

Hugh Jones (Chairman), Phil Holland (Secretary), Kym Wheeler (Midlands & Treasurer)
Mike Sandford (South), Brian Porter (North), Phil Cook (Wales), Paul Hodgson.

Apologies:

John Glover (N Ireland), Colin Tether, Gavin Lightwood (RunBritain)

Course Measurers attending as observers:

Mark Jefford, Tony King, John Webber, Caroline Hemsworth, Ian Blagg(South), Dene Townend, Ken Thomas (North)

1. Welcome

Hugh Jones welcomed the measurers attending as observers, and invited them to contribute to the discussion.

2. Review of Actions from 2013 meeting

1. *ACTION - Mike Sandford to investigate the practicality of developing a system for the recording of calibration courses and their listing on the website.*
Mike reported that the website now had the facility for this, but there were few courses listed. *ACMSs to obtain reports, check documentation and add to website.*
2. *ACTION - Mike Sandford to publish on the course measurement website, an invitation from runbritain for measurers to volunteer as event adjudicators. - DONE*
3. *ACTION - Mike Sandford, Kym Wheeler, and Doug Hyde to provide measurement stories for inclusion in article for runbritain. - DONE*
4. *ACTION - CMWP Members were reminded to send copies of all claims submitted to runbritain to Kym Wheeler for entry on her spreadsheets. - DONE*
5. *ACTION - Phil Holland to advise Neil Patterson re RH Jones Counter. - DONE*
6. *ACTION - Mike Sandford to investigate inclusion of parkrun listing on website. - DONE.*
Phil Cook noted that the parkrun website still referred to a 'professional measuring wheel'. We had agreed that 'surveyors wheel' would be used. *Phil Holland to write to parkrun to request the change.*
7. *ACTION - Mike Sandford to improve transfer of ARC renewal requests to ACMSs by integrating the process with that used for UKA renewals. - DONE*

3. Area Secretaries Reports

The following reports from the 6 area measurement secretaries were taken as read.

NORTH AREA SECRETARY'S REPORT - Brian Porter

It is hard to believe I have been in post for three years already and I am already facing re-election. I take nothing for granted. So if this is to be my last report I wish to start by putting on record how much I enjoy the role of Area Secretary and I wish to thank the course measurers across The North for their continued support and diligence in their measuring and hope they will continue to do so. My thanks also go to the CMWP for their support.

I have reported for 2 previous years of the difficulty in recruiting new measurers. The tide has turned this year with a total of 7 new measurers recruited this year. So recruitment and training is less of an issue at the present time; although I would still like to get 2 in Cumbria, which at present is being covered by myself and Joanna Goorney.

As a result of training I have been more expensive this year than ever, having spent a total of £311 on travel, accommodation, pen drives, and travel to this year's meeting. The online tutorials are very useful in my opinion as they help to filter out those who are perhaps not motivated or accurate enough to become measurers. This was highlighted by one potential measurer who thought our level of accuracy was too pedantic for him!

Electronic submission of reports is now the norm with only a handful of measurements now being received by post. There has been a slight increase in the number of races being renewed online.

I reported last year that we are especially short on Merseyside because Brian Grice had been taken ill. I understand Brian has now retired and I have written to him to thank him for his contribution.

With regard to an upgrade seminar, I can travel to The South if required. I currently have 0 Jones Counters and 1 enormous hi-vis jacket in stock.

Brian noted that he had been notified of a probable short course by Power of 10. Mike Sandford said that this was not uncommon and Power of 10 was a useful warning system for us.

SCOTLAND AREA SECRETARY'S REPORT - Alan Young
(No report received)

MIDLAND AREA SECRETARY'S REPORT - Kym Wheeler

A fairly quiet year with one measurer, Derek Poole, retiring which has left a gap in the Nottingham area; this is being covered by the neighbouring measurer, so many thanks to Dave Mann for that. Rob Cope is inactive at present due to personal circumstances, he hopes to return to measuring at some point in the future. There have been no new measurers, despite contact with Race Directors and local clubs.

One hundred and seventy eight certificates have been issued by the midlands area since January with many of these being for new courses, several of which are multi lap courses within parks due to the difficulties Race Directors are experiencing with road closures. It was good to see some 10-year re-measures on long standing events in the area.

There have been several Parkruns measured but as I discovered when running my local Parkrun, they are not necessarily run on the measured course. There have been several races run in the midlands which are not accurately measured, and are classed as 'GPS' accurate. These tend to be organised by commercial race organisations which arrange their own insurance, so do not require the UKA/ARC permit.

The Midland Area holds the following stocks:

Jones counters: 2 x original Jones, 1 x Jones-Oerth, 4 x Jones-Riegel

Measurers Tabards: 6

Kym noted that the organisations not obtaining UKA/ARC permits are typically Triathlon organisations.

NORTHERN IRELAND AREA SECRETARY'S REPORT - John Glover

Apologies for late report. I am afraid I will not be over this year for the AGM. it has been a fairly busy year and I have attached a list of what I have certified. There is quite a bit in the pipeline with both the Lisburn and Belfast Half Marathons changing courses for next year (the third in three years for the latter). I also have found myself being called upon to not only measure but devise courses including the two half marathons mentioned as well as a new 10K for Belfast City Centre next St Patrick's Day. The Waterside (Derry) Half is I believe also changing course next year and an additional 10k in planned for Ballyclare, Co. Antrim in May. A reallocation of NI Champs events will also require a remeasurement of the Queen's 5k course to which they plan to make alterations.

As you know we are a fairly small Province and I constantly think that saturation point has been reached for races but still they keep appearing. Athletics NI still provide permits without Route Certification although they do actively encourage it. The majority of unmeasured courses would be organised by GAA clubs as fundraisers in small rural areas.

NI/14/1	Ormeau Parkrun
NI/14/2	Magherafelt Harriers 10k
NI/14/3	Victoria Parkrun Mark 2
NI/14/4	Beragh 5k
NI/14/5	Beragh 5 mile
NI/14/6	Newry Half Marathon
NI/14/7	Newry Marathon
NI/14/7	Dromore Tyrone 10K - new course
NI/14/8	Great Rossa Run Half Marathon
NI/14/9	Great Rossa Run 10K
NI/14/10	Tandragee 10K
NI/14/11	Omagh Youth Sport 10K
NI/14/12	Dambusters Half Marathon
NI/14/13	Slemish Challenge Half marathon
NI/14/14	Coleraine 5 Miles
NI/14/15	DRR Belfast City Half Marathon
NI/14/16	BT RUN HER 2014 - TITANIC

It was felt it would be useful to get the certified Northern Ireland courses included on the website.

ACTION - Mike Sandford to liaise with John Glover to arrange inclusion of Northern Ireland courses on the website.

WALES AREA SECRETARY'S REPORT - Phil Cook

Just reporting back from a few comments I made in last year's report about 3 incidents I had encountered.

- The race that changed the Start/Finish after the measurement didn't reply to either mine or Welsh Athletics e-mails, so it has been reported as a NAD on Power of 10, I'm not sure if Welsh Athletics actually issued a licence after.
- The second was the race that gave instructions to the runners to stay left but encountered "S" bends, I couldn't determine from the paperwork what line had

been used to measure the course.

- The third issue was the measurer who was only using a Calibration course of 75.55m. Phil Holland spoke to him about it and he has since refused to do measurements, referring to the fact that he has been pulled up for the short calibration course. I checked back through his older measurements and he only ever used a 200m calibration course.

I was going to ask all the Welsh measurers to report details of the calibration courses they use, i.e. location, length, start/finish points etc., that way there is a record of them and if necessary another measurer could use them. I've created the form but not sent it out as yet, I'll do that over the Christmas/New Year period.

With the help of the Welsh Athletics Senior Official I have now marked out a 400m and 500m Calibration course on Lloyd George Avenue in Cardiff using a Theodolite Geodimeter. This was based on the one that Hugh had marked out back in 2010 but I moved the start of the Calibration course slightly and so need that distance confirmed, also I had been asked if it would be possible to add a 500m course. The course that I had been using most often was in Pontcanna Fields, but this road is inside the park and has no lighting so in the dark was impossible to see, also I went to do a Calibration in October and couldn't find the marks at the one end as there were so many leaves etc. on the ground, the course also has a small ramp and speed bumps, so I think that the Lloyd George Ave course will be much better.

I started measuring back in 2010 and I haven't had any problems with organisers paying me for the measurement, but this year I've had problems with 4 events, the first one queried my daily charge £30 as he thought it was a free service and they only had to pay the mileage, it took them 2 months to pay me. The second one said he only thought he had to pay the daily charge but I forwarded my original e-mail where I stated it would also include my mileage from Cardiff to Swansea, he came back to me having calculated what he thought my mileage should be - I told him to find another measurer even though I had finished all the paperwork, he eventually came back to me and agree on my fee. I've had another one that I've been waiting 2 months for; they've now said that they will be receiving entry payments this week so will pay me!! The other one is a Council organised event that asked me to go and measure the course as they wanted to adjust the finish and hence adjust the turning point on the 3 lap course, I went and did all the work, for them then to tell me that they weren't going to make the changes this year and were looking at a different change for 2015, that was over a month ago and I've not heard anything back.

Hugh and I had an eventful night measuring the Cardiff Half Marathon; it coincided with the NATO summit in Newport and Cardiff with high security everywhere. We were pounced on by 2 Police vans and 12 police officers within the first 100m of measuring. One officer asked why we were measuring the course when everyone knows how long a Half Marathon is!

Regarding difficulties with poor payment by organisers, Phil Holland recommended taking a firm line. Dene Townend said that he sends out a questionnaire to the organiser on first contact, which can help clarify the procedure.

SOUTH AREA SECRETARY'S REPORT - Mike Sandford

Two practical training courses were held during the year. In March, Ian Isaacs (Wiltshire/Somerset), Lisa Wilkinson (Essex) and Clare Thorpe (was Hants - now moved to West Yorks) were accredited. Ian Issacs has already had 5 course measurements certified. At a second practical training course in August, Ian Blagg (North Hants and Berks) qualified. He is now undertaking adjustments of the Reading Half Marathon course. Also at that training course we had a new measurer from New Zealand, Philip Sharp, who was seeking practical experience, and also information on aspects of our training methods, which might be useful in New Zealand.

During the year there were 48 measurers listed as active in the South. 16 of these did not measure any races. The remaining 32 measurers measured between 1 and 9 courses each with the most prolific measurers being Hugh Jones 33, Paul Wood 11, and Richard Thornhill 10. We are looking for more measurers in nearly every area and would like to hear from anyone who might be interested in taking the free training course.

So far during the first 11 months of 2014 I have certified 139 new measurements of road races, plus 6 registrations of races with unsealed surfaces, and 18 multi-terrain courses, and 1 race walk. 164 courses in total. I expect that by the end of the calendar year the total will exceed the 168 measured in both 2013 and 2012.

I also total the number of new certificates plus renewals, again for the part year 2014:

For UKA events - 461(whole of 2013 was 492)

For ARC events - 58 (whole of 2012 was 58)

4. Membership, Training & Upgrading

Phil Holland said that our constitution required the CMWP to confirm the accreditation of new and regraded measurers. The following were confirmed:

Grade 2 Measurer: Lisa Wilkinson, Ian Isaacs, Ian Blagg (South), Ken Thomas, Joanna Goorney, Clare Thorpe, Mel Smith, Richard Plunkett, Eddie Meehan, Ian Pickett (North)

Grade 1 Measurers: (None)

The following retirements were noted: Brian Grice, Malcolm Fowler, Russell Bennett.

Phil Holland noted that an upgrading seminar was well overdue. He had identified a possible location at the Coventry campus of Warwick University, where Coventry Godiva had a clubhouse. A preliminary approach confirmed that it could be available. He proposed that we fix a date in May 2015 and, subject to confirmation of the venue, invite candidates to apply. This was agreed.

ACTION - Phil Holland to approach Coventry Godiva and confirm suitability of the location.

5. International Measurement Matters - Hugh Jones / Paul Hodgson.

Paul reported on his measurement of the Commonwealth Games Marathon in Glasgow. He commented particularly on the poor support from the commercial organisers and said it was a saga of poor co-ordination.

Hugh reported that IAAF grading was now in April and the procedure was rather tortuous. He had held training courses in Athens and Tallinn and measured the World Half Marathon Championship course in Copenhagen.

6. Runbritain

Phil Holland said that there had been no meeting this year. There would be a discussion over the budget for next year, but this would probably be by email.

7. Budget/Finance - Kym Wheeler

The total outgoings for the year 2013/14 have seen an increase of almost £1,000 over the previous year. This is due to more members attending the CMWP and letting me know their expenses; training seminars that were held this year; a number of reflective Course Measurers' jackets were purchased;

and an increase in the cost of the website. The website continues to be maintained by Mike Sandford to a professional standard.
In the year 2014/15, more Jones Counters will be needed at a cost of about £1,300. I will bring a copy of the full accounts for the year to the AGM so if anyone wants more information, it will be available at that time, or contact me by email or telephone.
The expenses for the AUKCM continue to be covered by UKA/RunBritain and ARC.
Many thanks to both for their continued support.

Phil Holland produced a comparison of Kym's figures with the RunBritain budget allowances of £1500 for 2014/5 and a proposed £1500 for 2015/6.

Kym's figures show £1515.01 for 2014/5 & 2015/6. This does not include for any Jones Counters, which we will need early in 2015. We also need an upgrading seminar, which we've been discussing for some time with no action. We will therefore need to go back to RunBritain for a larger allowance. I have warned Gavin of this.

I have summarised the 2013/4 figures under different headings, as follows:

215.52	Website
154.90	Admin (post, tel, stationery, printing)
133.99	CMWP room/lunch
507.00	CMWP travel/accom
33.25	RunBritain meeting travel
311.00	Training travel/accom
<u>115.00</u>	Other (bibs)
1470.66	TOTAL

For 2014/5, the CMWP travel figure will be lower, there is no RunBritain meeting and we should not need bibs. Making adjustments for these items, I get a total of about £1200. The figure for 2015/6 would be a little higher, say £1300. This makes some allowance for initial training costs, but not for an upgrading seminar or for Jones Counters.

The cost of 15 Jones Counters (excluding shipping & duty) would be £1300 and the estimated cost of an upgrading seminar would be £500-£600. The total estimate for the 2 years is therefore about £4400, compared with the RunBritain budget of £3000.

ACTION - Phil Holland to approach Runbritain for a budget increase.

8. Measurements made by ACMS - Checks - Mike Sandford

Mike's report is posted on the AUKCM website at <http://aukcm.org.uk/ACMSreportchecks.pdf>

Mike identified that about 80 to 90 measurements were carried out by ACMSs each year. There was no independent check carried out on these measurements, while measurements carried out by other measurers were checked by the ACMS before certification.

He asked CMWP to consider three options:

1. No change to present practice of an ACMS certifying his own work without independent checking.
2. Make arrangements for a limited trial of checking, or of optional checking, and report back next year.
3. Introduce the requirement for independent checking for all ACMS reports.

It was generally agreed that some checking was desirable, but that checking of all ACMS

reports was too onerous. Checking should be carried out by another ACMS or an experienced Grade 1 measurer. Option 2 was agreed - each ACMS to submit 2 or 3 reports for checking during the next year. After discussion of how the checking should be allocated, Dene Townend offered to carry out all the checks for the trial year.

The scope of the checking was discussed and it was agreed that the ACMSs would produce a short checklist of the features to be covered.

ACTION - ACMSs to produce a short checklist of the features to be checked.

ACTION - ACMSs to submit a sample of their reports for checking by Dene Townend, with a report back to next meeting..

9. Course Measurement Website - by Mike Sandford

The coursemeasurement.org.uk website use has roughly doubled this year compared to last year. Our server now delivers to our viewers between 2 and 2.5GB of data each month. Part of this increase is arises from the maps available for the South courses, which we moved in January from the runningcourses.org.uk server hosted by UK2 Ltd. on to coursemeasurement.org.uk. I have not got numbers of web visitors this year to compare with the reports made for previous years. It probably continues to increase.

In February I set up a display of uncertified parkrun measurements as agreed at last year's meeting. Measurers should not send any report to their measurement secretary since there is no certification issued for parkruns. Measurers should enter details using the link on their private measurer's page. The national list of parkrun measurements is then automatically generated and displayed at <http://coursemeasurement.org.uk/parkrun/index.htm>. 33 measured parkruns are listed, however only three were added during the year. I have had no feedback and I wonder whether this list is useful to anyone. Having observed a parkrun in the last year, I can report that corner cutting happens quite a bit, so for that parkrun at least there is no guarantee that a measured 5km would actually be run. I do wonder why results with such variable policing of the courses are transferred and used for Run Britain rankings.

The web server we use sometimes has problems and the website becomes unavailable for short periods. We had a major outage in August, so since then I have subscribed to a monitoring service which checks the home page every 5 minutes and emails me in case of problems. This has recorded that we had outages as follows:

28 August: 6 hours total
4 November: 1 hour total
26 September: 29 mins total

There were also short outages (less than 10 minutes each) on 4 other days. So during this period of monitoring availability of the home page has been around 99.7%

We appear also to have had problems with copies of certificates automatically emailed by the web server from renewals@coursemeasurement.org.uk not arriving in the inbox of the race director. We tell race directors to check their spam folders, and this usually resolves the problem, if not measurement secretaries can download a certificate and attach it to a new email to the race director using their own email service. However we have noted that copies of certificates emailed by the server following a certification, sometimes fail to get through to the North of England secretary. This needs further investigation.

I have considered upgrading to a more reliable webserver package, but at present the extra cost does not seem justified. Furthermore, moving servers would entail some weeks of work.

Mike noted that the email problems were not with the website system. Brian Porter said that a change in his email settings had resolved the problem. Phil Cook asked whether race organisers' responses could be routed direct to ACMSs, rather than being forwarded by Mike. Mike said that these responses came in to one central email address, so this was not practicable.

10. Measurement and Certification in Scotland

Paul Hodgson reported a letter from Max Coleby, North measurer and race organiser. He has measured and organised races in Scotland over the last 2/3 years and has received no certification of the measured courses. He has tried to contact Alan Young to resolve the problem but has had no response. CMWP members agreed that the situation was unacceptable and that organisers who had their courses for licensed events measured by AUKCM measurers were entitled to expect a Certificate of Accuracy.

Phil Holland pointed out that Scottish Athletics were an independent organisation affiliated to UKA, and had their own local rules and policies. He understood that Geoff Wightman (RunBritain) was in discussion with Scottish Athletics with a view to them adopting the RunBritain licensing system. We are not in a position to issue certificates on behalf of Scottish Athletics.

Mike Sandford suggested that we could issue an AUKCM certificate to a race organiser, without reference to any governing body. CMWP agreed to do this, with such certificates signed by either Chairman or Secretary of AUKCM. Phil Holland suggested that Scottish Athletics be informed of our proposed action, which in any event would take a little while to implement.

ACTIONS – Phil Holland to contact RunBritain and Scottish Athletics re our proposed action. Mike Sandford to make the necessary additions to the website. Paul Hdgson to respond to Max Coleby when the details are finalised.

11. Other Items

a) Constant for the Day - average or higher

Kym Wheeler asked for clarification – most measurers used the higher figure but one measurer used the average. Hugh Jones said that international practice was to use the average counts as being more representative of the measurement. Mike Sandford said the UK training recommended the higher figure to minimise the risk of a short course. Standard documents allowed the use of either according to circumstances and it was agreed that no hard and fast rule was appropriate.

b) Training of candidates from commercial organisers

Brian Porter had received an approach from a commercial race organiser proposing to put two employees through measurer training. He queried whether this was acceptable and whether we should charge for the training. Mike Sandford said he had dealt with this in the past and it depended on whether the trained measurer would measure courses for other organisers. He suggested that the commercial organisation might provide the Jones Counters for their candidates.

CMWP members agreed that there was a potential problem, but Hugh Jones felt that we should not be too restrictive – any additional measurer would be a benefit to all runners.

c) Insurance cover and Risk Assessment

Paul Hodgson said that over the 30 years he had been measuring there had been a considerable increase in traffic and a reduction in the support from police and local authorities. The effect was to make our task more hazardous and he queried whether we were adequately covered by UKA insurance. He also suggested that insurers were getting more particular and might expect us to carry out a risk assessment before measurement. He also raised the possibility of liability to runners for an error in measurement if a runner was seeking a qualifying time for a major event.

Phil Holland reported that Bob Cripps had raised the difficulty of measuring course which were to be run on closed roads. CMWP members mentioned a number of examples and

various methods of dealing with the problem. CMWP agreed to produce a short guidance note on the problem.

There was no detailed knowledge of the cover provided by UKA. Phil Holland recalled a discussion with ARC which confirmed there was some cover for their events. He undertook to obtain details from UKA and ARC of the cover provided.

ACTION - Members to contribute to guidance note for closed-road events.

ACTION - Phil Holland to obtain details of UKA & ARC insurance cover for measurers.

d) ID Cards

Phil Holland produced a couple of rough samples of ID cards which could be produced at low cost. A credit card size was generally accepted and it was agreed that a photograph and AUKCM contact details be included.

ACTION - Phil Holland (with assistance) to develop an ID card.

The meeting closed at 14:50

List of Actions

ACTION - ACMSs to obtain calibration course reports, check documentation and add to website.

ACTION - Phil Holland to write to parkrun to request the change to 'surveyor's wheel'.

ACTION - Mike Sandford to liaise with John Glover to arrange inclusion of Northern Ireland courses on the website.

ACTION - Phil Holland to approach Coventry Godiva and confirm suitability of the location.

ACTION - Phil Holland to approach Runbritain for a budget increase.

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