

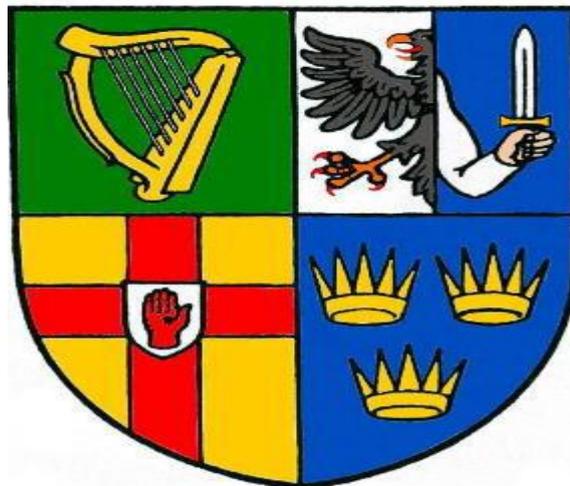
Irish Universities Track & Field Championships 2015

Hosted by **Ulster University**

Mary Peters Track Belfast

Friday April 10th and

Saturday April 11th 2015



Event Details

Event: Irish Universities Athletic Association Track and Field Outdoor Championships 2015

Date: Friday 10th and Saturday 11th April 2015

Location: Mary Peters Track, Upper Malone Road, Belfast BT9 5PR

Host: Ulster University Athletics Club

Organising Committee:

Jennifer Dempsey	Student Intern Ulster University Sports Academy
Alison Moffitt	Sports Development Officer Ulster University Sports Services
Charlotte Peile	Ulster University Sports Union Development Assistant
Richard Tsang	Ulster University Athletic Club Representative

Venue:

The 2015 Championship took place at the picturesque Mary Peters Track, Upper Malone Road Belfast. It is a newly refurbished purpose built athletics facility consisting of an 8 lane Mondo track, 2 throwing circles, hammer cage, 4 pits, pole vault area, a public viewing stand and the Athletics Northern Ireland headquarters it is situated in the Lagan Valley on the outskirts of Belfast City. Richard Tsang made the booking shortly after receiving confirmation of Ulster University hosting the event the final costs are detailed below.

Track Hire	MPT Staff	Room Hire	Discount	Final Price
2 Days Track Hire	4 MPT Staff Members on both days	Malcom Brodie and Les Jones Suite for 2 day	ANI Contribution in kind	+VAT at 20%
£450	+£450	+£225	-£300	=£990

The Les Jones room in the main building was used for check-in, queries, officials and basket carrier's sign in, general storage and a meeting space. The free space under the stand (where the matting and hurdles are housed at night) was used as our call room for track athletes. This for the most part worked very well however some athletes were slow to appear for their races we would advise in future that a note be provided in numbers packs for Captains stating call room details and reinforcing the importance of turning up in a timely manner. The Malcom Brodie room located in the stand was used for both timing and results. We found having the timing and results teams side by side and away from public access worked very well in and made for ease and speed when processing results. A gazebo was erected behind the stand for first aid and the physio provision. A gazebo was also place on field by the presentation area in case of bad weather luckily it was not required. Unfortunately the facility is under equipped with regard to toilets for the numbers of athletes/spectators in attendance so we hired an extra 3 portaloos for the 2 days at a cost of £162.00.

We extend our thanks to Mary Peters Track staff for the help and support in both the run up to the event and over the 2 days we would not hesitate to recommend the facility for events in the future.

Entries:

Entries were carried out as normal on the I.U.A.A Website. Once times and dates were discussed and agreed standard I.U.A.A procedures were used for entries. All colleges were notified by letter regarding all details of the event. All information and dates were also displayed on the official IUAA website and the official event Facebook page. Entries were then submitted and processed online with the closing date 4 days before the championship.

Timetable:

The main body of the timetable was inherited from last year's event. However after some discussions and input from the Northern Ireland Technical Officials Association and Mary Peters Track staff some amendments were made. We found the timetable worked well overall and was generally on schedule.

Equipment:

The majority of the equipment was provided by Athletics Northern Ireland and Mary Peters Track. This included required items for the running of events such as shots, boards, P.A etc. The exception was of Weight for Distance weights which were provided by University of Limerick. A number of items were also borrowed from the Northern Ireland Commonwealth Games Council (NICGC) these included the gazebos, walkie talkies, water dispensers and trestle tables.

Equipment Used:

P.A System: The P.A System was built in at the venue.

Walkie Talkies: 2 sets of 8. 1 Mary Peters set used for officials. 1 NICGC set used by UU for management of the event.

Medals Podium: This was provided by the facility

Measuring Tapes: Various distance tapes and spikes for jumps and throw were provided by the facility

High Jump/Pole Vault: Provided by the facility

Stationary: Was provided by Ulster University Sports Services from a stock supply. This included pens, clipboards, paper, envelopes and cellotape.

Hurdles: Provided by the facility

Starting Blocks: Standard non sensed blocks were used, they were provided by the facility

Gazebos: 2 gazebos were borrowed from NICGC

Medals: Unfortunately IUAA did not have medals available for presentation on the day due to unforeseen circumstances and an issue with the supplier. Medals were posted directly to

college clubs for dispersal to recipients shortly after the event. A set of medals provided by Athletics NI were used for presentation and photograph purposes on the day.

Tables: A total of 8 trestle tables were used 4 from MPT facilities and 4 from NICGC

Bell & Lap Counter: Provided by the facility

Relay Batons: Provided by the facility

Throwing Equipment: Provided by the facility

Weight for Distance: This was sourced through University of Limerick Athletic Club

Baskets: 16 baskets for basket carriers were provided by the facility

T-Shirts: T shirts for the basket carriers were provided by Ulster University Sports Services and Ulster Sports Outreach, they were a selection left over from previous events such as summer camps and sports festivals.

60 Ulster University branded polo shirts were purchased for volunteers as a thank you gift for their help. Total price was £291.

Printing: 200 timetables were printed for the 2 days. One was placed in each college's number allocation pack for the Team Captains. The others were available from registration. These were printed courtesy of Ulster University Sports Services.

Officials

We approached the Northern Ireland Technical Officials Association for support and assistance in the running of this event before Christmas 2014. They kindly offered to circulate the dates in their annual calendar and asked as many officials as possible to make themselves available to help. They aimed to have at least 1 trained Northern Ireland Technical Official at each event who would be assisted by minimum 3 volunteers provided by competing universities. In exchange each NI official received an Ulster University polo shirt and a lunch voucher. A gratitude of £200 was made to the organisation as a way of thanks and to help them cover any costs or expenditure that their officials incurred as a result of the Championship.

Their knowledge and presence added greatly to the success of the Championship we are extremely grateful for their input and contribution.

Officials List/Roles

Event Managers: Jennifer Dempsey and Alison Moffitt (UU)

Volunteer/Officials Co-Ordinator: Beth Healy (UU)

Track Referee: Wendy Davis (NIATOA)

Field Referee: Barbara Scott (NIATOA)

Runner/Results: Dylan Morrissey and Richard Tsang (UU)

Results: Stephen Lipson (IUAA)

Starter: Gary Keenan (NIATOA)

Electronic Timing: Liz Glover (NIATOA)

Call Room: Damian Walsh (WIT/IUAA) & Cyril Smyth (IUAA)

Appeals Committee: (Any 3 of the following) Stephen Lipson, Cyril Smyth, Jennifer Dempsey, Alison Moffitt

Check In: Jennifer Dempsey, Richard Tsang (UU)

PA: John Glover (NIATOA)

Social Media: Charlotte Peile (UU - Saturday)

Finish line/Place Judges: Pam Brown (NIATOA)

Hand Timers: Roy Stevenson (NIATOA)

Windgauge Operators: Ian Atkinson (NIATOA)

High Jump Manager: Lynne Fisher (NIATOA)

Long/Triple Jump Manager: Robin Mack (NIATOA)

Discuss/Hammer Manager: Bob Brodie (NIATOA)

Shot/Weight Manager: Jan Tynan (NIATOA)

Javelin Manager: Joy Alexander (NIATOA)

Pole Vault: Graham Moffett (NIATOA)

Basket Carrier Coordinators: John Glover (NIATOA) & Jennifer Dempsey (UU)

First Aid:

First Aid was provided by St. John Ambulance Ulster University Coleraine Links. A charitable organisation which runs from the Coleraine Campus of the University. We provided them with details of the event and estimated numbers and they allocated a provision of 4 first aiders on each day, a least one of whom had paramedic and first responder training. A donation was made to the organisation as a way of thanks and to help them cover any costs or expenditure that they incurred as a result of the Championship. An unfortunate delay was experienced with the ambulance response time following an incident on the track, and Ulster Univ. Athletics Club would recommend an ambulance is situated on-site at future events.

Physios

The UU Athletic Club has an annual club budget that funds items such as travel to events, entry fees and physio expenses. As the team did not have to pay travel expenses this year with the event being held at home it was decided that they would use their provision to pay the Ulster University Student Physio Intern Team to attend both days of the Championship to provide their service to not only the UU athletes but any athlete who wished to avail of the service. It was a great success and we thank all of the physios for their time and wish them all the best moving forward in their physio careers.

Catering:

Athletics Northern Ireland recommended Last Lap Café to provide catering for the event. They offer a portable Café business that provides tea, coffee, sandwiches and other light refreshments at sporting events. In exchange for allowing them to be the only pitch at the event on the 2 days Last Lap offered all officials a hot drink and a sandwich on production of a lunch voucher which we had distributed through the Volunteer Co-ordinator.

Basket Carriers:

Lagan Valley Athletic Club provided juvenile members as basket carriers for the 2 days. We wish to extend our thanks to all of the children for their assistance and our gratitude to the club for their support. A donation of £100 was made toward juvenile development in the club with the hope of one day seeing the basket carrier's progress to competing at their own varsity events.

Banquet Details

As per tradition, the banquet/awards ceremony was scheduled for the evening after the final day of the championships. However Student Sport Ireland (SSI) this year made a ruling condemning such events, this ruling was backed and adopted by Ulster University as a whole. Therefore this year's event could not be managed and organised from within the UU Club instead it was booked under IUAA and organised kindly by a past member of Ulster University Athletics Club with a background in event management and PR.

The banquet was held in the Ballroom Suite, Ramada Plaza Hotel, Shaws Bridge, Belfast, BT8 7XP. Arrival was scheduled for 7pm with dinner served at 8pm. The hotel offered a number of set menu options, with the chosen option costing £25.50 per ticket for a four course meal. The hire of the function room was kindly provided free of charge from the hotel, with a late bar agreement extended to 2am. Entertainment included hire of a photobooth from a local company, 'Peter's Photobooth' at a cost of £325 for 3 hours and unlimited prints, this was really well received and meant that everyone in attendance could take away a physical memento from the occasion. Mairead Campbell DJ was present from 10.30 pm-2am at a cost of £300, the dance floor was packed all night.

A charity raffle was also carried out with all proceeding donated towards Cash for Kids. A small number of prizes were provided in kind by the following: Ramada Plaza Hotel – bed and breakfast for two for one night's stay; Cool FM – concert tickets for two to see 5 Seconds of Summer; Pure Running – 5no. goodie bags including t-shirts and water bottle; and finally a box of Thorntons Chocolates and Winegums. A donation of £136 and €12 was raised.

Overall, the banquet was considered a success.

Everything ran to schedule with positive feedback all around.

Mobstats

As an alternative to the live feed, which unfortunately this year was of too great an expense for the budget, the club opted to use Mobstats, a pilot app which seeks to create a one-stop community for matches and games. Although normally utilised for one-off matches, Mobstats personnel tweaked the app to provide a 'forum' for those interested in following the Athletics Intersarsity. Although the use of it on Friday was unsatisfactory due to lack of personnel manning the system, Saturday's functions were improved greatly and permitted supporters of the athletes to remain up-to-date with results where they could not attend. Where students could access Wi-Fi and/or mobile data (which was an issue for some athletes) they could post pictures, results and messages of support in the forum. Mobstats kindly sent through some statistics from the weekend, listed below.

- 850+ check-ins
- 450+ on Day 1
- 62% of visitors were returning Day 2
- Breakdown of regions for Saturday and Sunday
 - Ireland 78%
 - Northern Ireland 8%
 - England 8%
 - 55% of the audience from Dublin
- Very invested audience: 6+ minutes (average session duration)
- 70+ results/lineup sheets posted
- Good exposure for a sponsor

Despite a rocky start on the Friday, Saturday's use proved helpful and general feedback within the app was that it was a quicker way to source results than to feed through other social media apps such as Facebook and Twitter. We would recommend the service to other athletic events and sports going forward.

Results

Official IUAA results and medals tables can be viewed at <http://www.results.iuaa.org/>

Budget Table

The club opened with a budget of nothing in April 2014 when applying for hosting of the event. They received a £500 funding grant from the Ulster University Students Union Sports division and also raised £1359 at 2 local supermarket bag packs taking into account the €1000 (£730) IUAA bursary brings the total budget to £2589.

<u>Money In</u>	
UUSU Sport Funding	500
Club Fundraising Account	1359
IUAA	730
Total	2589

<u>IUAA Track and Field Budget 2015</u>				
Item	Cost	UUSU	Club Fundraising	IUAA
Donation to Athletics NI Officials Committee	200	200		
Donation to Lagan Valley AC for Volunteers	100	100		
Running Imp (pins, leg numbers etc.)	151		151	
Mary Peters Track Hire	990			990
David Johnston Env. Services (Toilets)	162			162
First4numbers	27		27	
Volunteer Kit	291	200	91	
Donation to St John's Ambulance	300		300	
Starters Exps - Gary Keenan	60		60	
Peters Photo booth	325		325	
Total Expenditure:	2,606	500	954	1152

Banquet Details:

IUAA Track & Field 10th/11th April 2015			
Ramada Plaza Hotel, Belfast			
Item	Amount	Cost	Total
Meal Tickets	348	£25.50	£8,874
Microphone Hire	1	£35	£35
Peters Photo Booth	1	£325	£325
DJ Mairead Campbell	1	£300	£300
		Total	£9,534

**Athletics Intervarsity
April 2015**

<i>Income</i>		£
Entry fees (to include banqueting)		8,900
Contribution from UU Sports		<u>500</u>
		<u>9,400</u>
 <i>Less Expenditure</i>		
Ramada Hotel	8,909	
PLA Photography	325	
G Keenan (Starter Exps)	60	
Running Imp (Volunteer Kit)	151	
M Campbell (DJ)	300	
D Johnston Environmental Services (Facilities)	162	
RR Printing	291	
Mary Peters Track Hire	990	
First4Numbers(Leg Numbers)	27	
Lagan Valley Athletics Club	100	
NIATOA	200	
Miscellaneous	<u>25</u>	11,539
Net deficit		<u><u>(2,139)</u></u>

Final Note

Within my studies in Sports Coaching and Performance we are taught to apply the Good, Better, How principle to post session and post event self-reflections. With this in mind I will attempt to sum up the experience of managing and hosting the IUAA 2015 Track and Field Championships as best as possible.

Good: I improved my current skill set and gained many new ones. I got to work as part of various teams. I learned how to take a on a managerial role and delegate roles to others. I improved my organisational skills. I feel all of these and having been part of such a large scale event has added to my potential employability post-graduation.

The atmosphere at the track on both days was great, I met so many new people and had the opportunity to see and reconnect with many familiar faces also and I also felt like I was getting to be a part of the IUAA history with many new records being smashed. The IUAA team were also on hand to support us and answer any questions or queries we had. Using

the NITOA and their skill set was a fantastic bonus it made the running of the championships very easy and made for a really high standard of competition.

Better: I felt at times it was difficult to get support from club members who were understandably busy with both their athletic and academic endeavours. There were some issues with money and expenditure coming up to the event, everything had to be cleared through university finances however Easter holidays meant we experienced some delays. The geographical nature of Ulster University and the fact that it is a multi-campus university added some difficulties regarding support, meetings and communication (however this could not really be helped).

How: Things that I would do differently if I were to report the process and things I would advise others taking on the championships in the future include not relying on athletes who are already involved heavily in the sport to complete tasks, I would try to involve more general university volunteers possibly those studying event management or sports related courses who would gain benefit from being part of the process. I would try to be even more organised and have things including budget and finance sorted well in advance. I would advise colleges to utilise the knowledgeable people in their area or at their track to their full potential and get county or provincial officials involved or ask for their guidance.

Summary: I greatly enjoyed and appreciated being given the opportunity to be part of such a prestigious event. I felt it went well and the majority of feedback received was positive. I want to thank each and every individual that was involved in any way again for their help in making it such a success. I wish the organisation, future hosts and all of the athletes the very best and I look forward to working with you all again in the years to come.

Sincerely,

Jennifer Dempsey
Event Manager 2015