

**MINUTES**  
**ABTO MANAGEMENT COMMITTEE MEETING 3-23**  
**Wednesday 30 August 16:00 to 20:00**

**Attendees:**

**By Zoom:**

Chair: Malgorzata Grzyb (MG)  
Honorary Treasurer: Darren Michaels (DM)  
Vice Chair: Kath Lovell (KL)  
Mike Crossley (MCr)  
Steff Johnston (SJ)  
Matthew Morrissey (MM)  
Veronica Mwondela (VM)  
Myooran Nathan (MN)  
Alex Wolfe (AW)

**Apologies:**

Selena Coburn (SC)  
Steven Wilkinson (SW)

*N.B. The minutes record the order in which the items were discussed.*

*All members must check the minutes for actions assigned to them.*

*SJ is updating the Actions Log as discussed under item 4 to reflect actions pending from previous meetings and for new items to be addressed in 2023.*

*It was agreed that the meeting would be recorded to help with accurate minute taking. The minutes will remain as the official record of the meeting and the recording will be deleted once the minutes are confirmed.*

*The recording started at this point.*

**1. Welcome, apologies and member news**

MG welcomed everyone to the meeting.

SJ noted apologies and confirmed DM will join between 17.30 and 18:00.

Sad news received that Peter Smith former ABTO member had passed away. Will be included in the next bulletin.

**2. Declarations of interest**

None declared.

**3. Matters not on the agenda to be taken as AOB**

No matters were raised.

#### 4. Actions from previous meetings

The current action log will be purged, and open actions moved to the relevant working group or panel action plan, and some will be closed. A central action log will remain to capture actions not pertinent to a working group or panel.

##### **MCr joined the meeting at 16:08**

**ACTION 2022-3-1** – data deletion – MM responded with regards to selection data for professional events, once the system is updated, confirmation will be sent to delete data. This already happens for non-professional events. It has not been confirmed if there is a time frame to keep TTP records. A proposal to be put forwards regarding TTP. Deletion timeframe will be arbitrary and communicated through CMS or a generic email to referees.

Put all actions relating to this topic into one and MM will ask Chris Mann to update. Due end of Sept.

##### **AW joined the meeting at 16:11**

**ACTION 2023-1-4** – Terms of Reference – KL to complete this by end of Sept.

**ACTION 2023-2-3** – Appeals process – MM updated that 20 appeals received at the start of the year. Mainly from referees due to non-completion of work cards. Higher % upheld than in the past. They were given the opportunity to provide proof the work had been completed. Timeline started on receipt of appeal rather than having one deadline. Preference is to have one deadline to cover all appeals rather than spread across a longer period. MM to provide a report.

**ACTION 2023-2-4** – Grading Panel action plan – likely to make some changes to the LU structures in 2024, then more changes for 2025 based on adoption of live ELC. MN asked if the changes may happen in 2024, MM – unlikely to be brought in a year earlier. MM wants to be ready for when Wimbledon decides to remove line umpires and what the grading structure will be.

AW spoke to Glen (AUS) and happy to have a call with MM to discuss and share data. MM mentioned having a conversation with Lawrence Robertson (AUS) too.

**ACTION 2023-2-18** – voting systems – AW cousin interested in talking to us and look at options, compliance, security etc. Costs based on administration. Conversations to start early next year, decide by the summer. AW to set up a meeting Q1 and ask what information may be required.

MG reiterated the importance of keeping action plans up to date and following up on actions in a timely way.

#### 5. LTA Officiating Update

MM apologised for not providing a written report in advance.

Keith Carder's replacement - Jenny McAneny-Vincent joined the LTA on 21<sup>st</sup> August.

**ACTION 2023-3-1** Meeting to be arranged with MG, MM and JV. Jenny will be invited to a future ABTO meeting.

Green light has been given to update officials' area of the website. Structure will be like the coaching area. Expected to go live in January 2024. Design phases started this week and will only be for a few weeks. ABTO will be included in discussions.

**ACTION 2023-3-2** MM to liaise with MG to put a team from ABTO together to review and feedback. Review where items such as ABTO resources should be stored.

Four referee courses published for the autumn and a further three by the end of the year. The regions have not been confirmed yet.

Umpire accreditation course on 7<sup>th</sup> and 8<sup>th</sup> Oct in Loughborough, high number of applications. Received more applications from females than males.

Pro course due to be in Sunderland has now been cancelled due to logistics. Looking to reschedule to January potentially in Loughborough or Bath.

ITF schools – applications received for white badge school in Greece. Awaiting decision from ITF. LTA have provided the necessary endorsements.

So far, no endorsement requests have been received for the referee school.

All selections are completed except for BJK Cup. Preference is to use live ELC. Awaiting to hear back following cost submission for both options.

Non-pro selections to be completed by end of Sept on CD's return.

Referee selections – early part of 2024 tournaments is known. May have the whole year's tournament calendar by end of Sept.

Referee evaluations – running out of time, can they be carried out during October half term – discuss with T&D panel. Added some money to enable more evaluations to take place. Budget has not been spent and we need to.

Budgets for 2024, top line budget completed, increase of 4 or 5%. Looking at possible changes to F&E structures. Some areas will not change. Would like ABTO involved after documenting ideas. Any feedback so far would be gratefully received.

Major event briefing introducing “client pathways”. A client represents a different area such as “officials” or “broadcast”. There is a meeting at the end of Sept. MM to provide a wish list and would like to include ABTO feedback. ABTO MC to provide feedback to MM by 24<sup>th</sup> Sept.

Summer line assessments to be updated and available in one day towards the end of Sept. This is to avoid an influx of queries from the first events published.

### **Questions for MM**

MG – asked about court supervisor evaluations that have recently been implemented –MM to have meeting with Gill Milne to discuss formal training and approach. Overall, has gone well but some changes needed.

MCr – queried L3 to L2 promotion in the event Wimbledon no longer has line umpires. MM suggested that structure and approach would change with no pre-requisite, but this will need to be discussed with the Grading Panel.

AW – will send MM a proposal for family days at major events for LTA staff members not just officials.

AW - Pro Chair course – could it be advertised more widely. MM - all U3 are emailed unless they have already stated non-interest.

MN – queried Referee budget deadline for evaluations, MM confirmed this will be the end of year and not March. T&D panel would schedule the evaluations. Processes to be confirmed. LTA would pay officials for carrying out evaluations.

## **6. ABTO/LTA Joint Officiating Strategy 2024-2026**

The report was taken as read.

MM and MG met over the summer to discuss.

Approach to umpiring recruitment will change. Match officials will still be required for Wimbledon. Line training will still need to be carried out for other events as well as being a match official. Line and chair course rolled into one weekend.

Strategy Analysis Working Group to carry out survey of officials looking forward to the reduction of line umpiring opportunities.

**ACTION 2023-3-3** MCr to organise meeting with MM to discuss further.

Divide strategy into 'business as usual' sections so that key areas are not forgotten such as F&E.

MG – strategy to be expanded with more information on each area prior to AGM.

## **7. Championships 2023 Report**

The report provided by Adrian Wilson (AWil) was taken as read.

MM put forward views on Live ELC to Olly Scadgell. Paper to be submitted for board review.

MN – issues of non-experienced officials going to Wimbledon when Live ELC is in place and the system crashes. Over time this may happen. Lots of things to be considered moving forwards regarding the technology.

MM – currently a bronze badge is required to be a review official – LTA believe different levels could do it. Pilot held this year to see how officials can be trained and become qualified.

### **DM joined the meeting at 17:57**

SJ – Are there review official evaluations? MM – not sure if this happens.

KL – can the number of review officials be expanded to include national and white badge level.

MM – more review officials will be required in the future.

DM – number of days required to be eligible for Wimbledon. Can it be published?

MM – unlikely to be published.

**ACTION 2023-3-8:** MM to discuss with AWil as it is no longer a requirement.

### **MM left the meeting at 18:07**

## **8. Break**

The meeting was paused at 18:07 and resumed at 18:23.

## **9. Training and Development Panel Update**

The report was taken as read.

### **AW left the meeting at 18:31**

MN – has not received a lot of feedback regarding the mentoring programme. Consider looking at training for mentors, providing resources and training. May encourage more to come forward.

### **AW joined the meeting at 18:36**

MG – asked about plans for webinars as part of The Conversation.

VM – no webinars planned. Will discuss with SW for future.

DM – suggested to run sessions on scenarios, also to help officials who are interested in becoming court supervisors.

MG – asked if a discussion has taken place with MM regarding credits for attending webinars.

VM – no discussion with MM has taken place.

MN – credits will be specific to the topic and approach MM then.

MG – has the outstanding referee test been sent to Chris D?

KL – SC on leave and will issue before Chris returns from leave.

MG – can a webinar be arranged to train referee evaluators by Oct?

KL – a lot of tournaments in December so also a possibility to carry out evaluations. Difficult to arrange due to evaluators working at tournaments themselves. Fees not commensurate for carrying out evaluations.

MG – are there any retired or no longer active referees that could help?

KL – not many that retire. Meet with MM to discuss.

MG – panel to investigate fee and make recommendation to MM.

**ACTION 2023-3-4** MN to draft an approach to share with KL before discussing with MM.

**ACTION 2023-3-5** – non pro coordinator role – previously would provide recommendations to LTA of officials who should attend chair course or pro chair course.

VM – does not have capacity to do it.

MG – panel to discuss and see how it can be approached but need to avoid duplication with anything that the LTA are already doing. ACTION E6 in the T&D action plan.

MG – Referee learning and shadowing action (2023-2-13) – this needs to be progressed and not forgotten.

MN – will discuss with SC on her return from holiday.

## **10. Working Group Updates**

### **i) Reward and Recognition Group**

No report was provided.

KL – Would be good to have more nominations from the wider membership. Everyone asked to encourage officials to submit nominations. Deadline: end of Sept.

KL – submitting nominations for LTA Awards is a laborious process.

MG – will find more details from Council.

### **ii) Referee Working Group**

No report was provided.

KL – nothing has taken place due to workload.

MG – there were a group who attended the webinar keen to get involved so would be good to tap into them for support, especially in relation to referee evaluations.

**iii) Fees and Expenses Working Group**

The report was taken as read.

VM – priority to carry out a review of the fees structure.

**ACTION 2023-3-6** – All - Any feedback for officials regarding fees to be fed back to VM by end of Sept.

MG – there is an action around a fee for managers (non pro) that can be included in the above review and discussion with MM (2023-2-7).

DM – receipts could be used as evidence to gauge amount being spent. DM records the actual amount spent when chief umpire. Others encouraged to do this as this is valuable data.

**iv) Inclusion, Diversity, Equity, Accessibility (IDEA)**

The report was taken as read.

VM – LTA are doing a lot in this area.

VM – invite ideas from membership via the bulletin.

**AW left the meeting at 19:16**

**v) 2023 ABTO AGM planning**

MG – planning a hybrid meeting as per last year.

MG – do we want to have other sessions / workshops – topics to discuss. – in the morning.

VM to speak to SW about sessions to hold.

MG – others to feed into this, such as rules and scenarios.

MG – need to agree motions to put forward by mid Oct.

MG – everyone to be prepared to help in preparation of AGM.

**11. Finance Update**

Report was taken as read.

All agreed to go ahead with accountant's fee.

**12. AOB**

No matters were raised.

**13. Close of Meeting**

MG – reminder to send items for the bulletin by 3<sup>rd</sup> Sept and to let MG know if there are any objections to a WhatsApp group.

**ACTION: 2023-3-7** SJ to set up a committee WhatsApp group once all have agreed and confirmed acceptance

Date of next meeting – depending on AGM dates, discuss preparation and any motions. **Has since been confirmed as 6<sup>th</sup> November.**

Meeting will take place after due date for motions.

MG – emphasised that groups and panels need to maintain momentum including actions and discussions.

**Meeting closed at 19:54**