

THE GRAND NATIONAL ARCHERY SOCIETY

MINUTES OF THE OPERATIONS COMMITTEE MEETING

Held on Saturday 5th April 2003
At Lilleshall National Sports Centre

PRESENT:

Mr Mike Shepherd	Director of Operations
Mr R K de B Nicholson	Chairman of Target Committee
Mr Derrick Lovell	Chairman of Field Committee
Mr Peter Pendrey	Chairman of Coaching Committee
Mr Nick Beeson	Chairman of Junior Committee
Mr Peter Morris	Chairman of Judges Committee
Mrs Ann Webb	Chairman of Disabled Committee

ALSO IN ATTENDANCE:

Mr Alf Davies	President
Mr Barry Eley	Performance Director
Mrs Ann Shepherd	Minute Taker

1. **APOLOGIES FOR ABSENCE:** Pam Tonkin, Dennis Whiteman, Eric Jackson, David Sherratt.
2. **MINUTES OF THE PREVIOUS MEETING, ACCURACY.**
 - a. The minutes were signed as a true record by the Director of Operations, Mike Shepherd.
3. **MATTERS ARISING.**
 - i. Nick Nicholson was concerned that, although David Sherratt had said at the previous meeting that the new disciplinary regulations had been circulated to clubs, counties and regions, people he had asked had not received them. David will be asked to check on this.
4. **REPORT FROM THE DIRECTOR OF OPERATIONS.**
 - i. A written report had been circulated prior to the meeting.
 - ii. Mike Shepherd said he would like to see the word "sub" removed from the individual Committee names. The reason for this being that Coaching had suggested that outside bodies do not want to deal with a "sub-committee" as they think there must be a level above this that they should be dealing with. Some discussion took place with all agreeing that the word "sub" is irrelevant and does not reflect the true status of the committees. **It was agreed that the word "sub" be dropped from all the committee titles following approval by the Board of Directors.**

Mike Shepherd to action.
5. **REPORTS FROM COMMITTEES.**
 - a. **Chairman of Field Committee: Derrick Lovell.**
 - i. The Field Squad have had two very successful training events, one at Lilleshall and one at the Glyncornel Archery Centre in S.Wales. It was noted that, at the latter event, an archer needed to be taken to hospital by ambulance. Although the injury was not archery related it was pointed out that Health & Safety regulations require that the incident be recorded.
 - ii. The Field Squad staff have felt it necessary to complain about the general condition of Sutherland Hall. General maintenance seems to be poor and trying to obtain a video camera caused some problems.
 - iii. Confirmation has been received that there will be a Junior event at the European Field Championships. Unfortunately there is no budget for this so any juniors selected will be offered self funded places.

- iv. Derrick reported that his committee were disappointed to find that a major target selection shoot was scheduled for the same weekend as the All British Field Championships even though the date of this shoot has been the same for over 30 years. It effectively stops some of our top archers competing in both disciplines. Nick Beeson agreed with Derrick that the number of clashes of dates is appalling and said it did not just apply to shoots but also to meetings. Nick went on to suggest that all regions be asked to hold their AGM's on the same date which would at least rule out several clashes. Although this idea has some practical merit it was felt that it would not be an easy thing to get all the regions to agree. **It was agreed that the Field, Junior, Disabled and Nat. Tournament Committee Chairmen will liaise to arrange a National Calendar for their events up to 2006.**

Derrick Lovell, Nick Beeson, Ann Webb & Pam Tonkin to action.

b. Chairman of Target Committee: Nick Nicholson.

- i. The position of Handicap Advisory Officer is currently vacant. Nick Nicholson reported that the Target Committee wished to nominate David Bruce for the job and, there being no objections, it was agreed that David Bruce be offered the position of Handicap Advisory Officer.
- ii. The Target Committee is awaiting responses from members to the proposals published in the Spring issue of Archery UK with regard to the Rule Changes for Visually Impaired Archers.
- iii. A rewritten version of Rule 307 regarding Dress Regulations was presented to the meeting. This provoked much discussion but no final agreement was reached. Although the introduction of club colours had been included it was felt by some that it was not dealt with clearly or in a way they had expected. The problem of policing the club colours ruling was given by Nick in response to several points that were queried. Peter Morris also queried the references made to dress regulations for Judges. Nick will take back the comments to his committee.

Nick Nicholson to action.

c. Chairman of Junior Committee: Nick Beeson.

- i. Queries have been received with regard to not being able to obtain the lower Rose awards after a higher one has been achieved. Nick's report said that the whole system of Junior Rose Awards could be reviewed to ensure that it meets the archers' needs. If the status quo is retained, the rules need to be clarified so that some of the anomalies are ironed out. Nick Nicholson said he was not happy about the question of back filling missing Rose Awards. His view was that if this option was available to Juniors it would also have to be available to Seniors and could prove very expensive. It was understood that perfectionists, and juniors especially, would appreciate being able to have a complete set of badges. Ann Webb suggested that anyone who qualifies for a higher award without already having the lower ones could apply for these but would have to pay for them. This idea found some favour and will be looked at to see if it is possible. Nick Beeson also reported that there have been several queries as to whether a Junior Metric Star Award scheme would be feasible or desirable. He said he knew of a scheme being run in Hampshire and will be investigating this to see if it could be run nationally.
- ii. JAWS results have been sent to the Office and the certificates now printed.
- iii. No response has been received from any region to the request for what should be included in a "Regional Junior Officer's Handbook". The Junior Committee will make a start anyway.
- iv. Applications were submitted on schedule for Sports Aid Grants but only one was successful. The reason for this will be investigated and our approach amended accordingly in future.
- v. Barry Eley asked if a trial run for the World Junior Championships was required. It was felt that this would be beneficial and the 2004 Junior Championships could be used for this. Alf Davies has already approached Pam Tonkin about this and she is considering it.

d. Chairman of Coaching Committee: Peter Pendrey.

- i. The first phase (Level 1) of the GNAS Coach Education Programme is well on its way to completion although the launch that was intended for July of this year will now be delayed until January 2004. A pilot scheme will be launched in the meantime in order to iron out any anomalies.
- ii. The first two day Regional Coaching Organisers / Senior Coach Seminar was arranged by David Clarke and was held at Lilleshall on 28-30th March 2003. This was well attended with a full agenda. The seminar ended with a luncheon where Alan Pritchard, Guy Eley and John Kember-Smith were all presented with diplomas in appreciation of their services and dedication to Coaching.
- iii. The Junior Assistant Coach Grade is now up and running, copies of the necessary paperwork can be obtained from the Office. The intention is to move with the times and to encourage younger people into coaching. This scheme will be very strictly run and the arrangements have been checked by the solicitors.
- iv. David Clarke's document "The Way Forward" caused some discussion. The original had suggested that the Coaching Chairman should have a position on the Board of Directors (B.O.D), a point seriously queried by several of those present. Mike Shepherd had already written to Pete Pendrey about this section of the report explaining that the B.O.D. performs a totally different function to the Operations Committee and that it would not be an appropriate place for a

Committee Chairman. Pete reported that this was now understood and the problem had originally stemmed from the "sub-Committee" titles that had been discussed earlier in the meeting.

A number of general points in the report were covered in discussion. Nick Nicholson queried it being too specific with regard to the number of coaches required, for example, on County committees. Peter said this was dictated by the Government Task force and not by GNAS. Government funding is to be given to a top 20 sports and we are hoping to be one of these. If successful this would mean that money could be made available for paid staff to organise coaching. It was pointed out that it is a plan for the future and is a blueprint for the way we aim to work. If we get things right at this stage we have a good chance of getting in on the ground floor of any available funding.

With regard to the titles we use and their application outside the Society, there were no objections to the Chairman of Coaching being known as the National Coaching Director if this proves more understandable to outside bodies.

e. Chairman of Disabled Committee: Ann Webb.

- i. Ann reported that she was hoping to stand down as Chairman and that Ray Fields would take up the post. However due to ill health Ray is unable to take on the position at the moment so Ann will be staying on until further notice.
- ii. The British Paralympic Association has now received the dates for Athens for entry to the Paralympics and the names of those selected need to be known by the beginning of May. This means that the dates for qualification that were published in Archery UK will have to be revised. They will still be 1st June 2003 to 31st May 2004 for other international events but will need to be 19th April 2003 to 18th April 2004 for the Paralympics.
- iii. Ann had been asked for her help in writing the chapter on Disabled archery for the new FITA coaches manual and was invited to a seminar in Madrid in January where this manual was presented to the coaches who were present for appraisal.

f. Judges Committee: Peter Morris.

- i. All Judges should now have their new badges and handbooks. Judges Liaison Officers have also had instructions as to how to obtain the County and Regional badges via the Judges Registrar.
- ii. Peter reported that he and other judges have been checking new club grounds and planned alterations to other grounds in accordance with the arrangements made at the last meeting. The new form which has been produced will hopefully be acceptable.
- iii. A programme is in hand for the Judges' Conference for 2004. The Judges Committee have been told they cannot host a FITA seminar because the FITA Judges' Committee was changing and the number of FITA Judges was being cut. They are now being told however that FITA might want us to hold a Congress. FITA Judges are being asked if they wish to go to New York in July 2003 to coincide with the World Championships or if they want to come to Great Britain. For this they are actually specifying the date as being from 27th Feb 2004. As it is not exactly clear when the final decision will be made it is causing some uncertainty with regard to booking accommodation etc. Peter will contact FITA to ascertain when a decision is likely to be made.

Peter Morris to action.

g. Chairman of National Tournaments Committee: Pam Tonkin. Report supplied.

- i. The Senior selection shoot was held on 26th January, organised by Barry Eley and Pam. The Tournament committee took the opportunity to hold their first meeting as they and members of the Target Committee were acting as the work party for the event.
The Committee is concentrating on getting the National Tournaments up to a high standard and are looking at medal costs. They are committed to getting all National Tournament entry forms, target lists and results onto the GNAS website. The GNAM, Clout and Flight entry forms have also been printed in Archery UK.
Pam is setting up a working file for each National Tournament as well as bringing the trophy books up to date. The GNAS contracts for each of the Tournaments are also being looked at. Sponsorship is also being sought for the tournaments and it is hoped to acquire new trophies for Compound and Longbow archers by this means.
Six 2-way radios have been purchased, a frame tent for judges' use and 20 sweatshirts for the work party to wear at the tournaments. The radios and sweatshirts were used at the National Indoor to great effect.
- ii. The National Indoor Championships was a great success with 270 entries and Home Nations matches on both days and the Inter Services match on the Sunday.

h. Performance Director: Barry Eley.

- i. The GB Team did well at the World Indoor Championships in France. The Women's Team won bronze and Danny Clifford took 4th place in the Junior Men's event. Notable performances were also achieved by Sam Stretton and Helen Palmer.
- ii. Alison Williamson took Silver for the second year running in a Masters invitational indoor event in Mexico.
- iii. The WCPP Paralympic archers are currently having a training camp in Arizona and will attend the Arizona Cup at the end of it.

- iv. Sport England have had a complete change of staff and policies and have asked for no submissions until they have finished their changes. This looks like being completed in early May.
- v. Constant reviews are being carried out in relation to how world events will affect our international tournaments. We have already had flights to Turkey cancelled and, if this event falls through, a training camp in Cyprus will be looked at as an alternative.
- vi. The new tracksuits are at the sample stage and this is being worked on.
- vii. The Team Manager's seminar has been booked for 18/19th October 2003.
- viii. The English Institute of Sport (EIS) is now up and running and Barry has received an offer from them and UKSI to review our needs and to utilise as many of their specialists as we need until we can employ our own Head Coach. Derrick Lovell was concerned that he had only just found out that EIS were using Sutherland Hall and that this would involve them taking up a lot of space with their equipment. Barry said that we were not the only sport to have these concerns and Lilleshall were trying to find a solution.
- ix. Barry attended a BOA Team Manager's seminar with Helen Kelly and Helen will also attend a BOA trip to Cyprus and Athens to check out the facilities for hot weather training before the Olympics.

6. BUDGETS.

- i. Each Chairman spoke to Finance Director, Lynne Evans, during the course of the day with regard to their specific budgets.

7. STRATEGIC DEVELOPMENT PLAN.

- i. Nick Beeson said he had difficulty placing his particular committee's role within the SDP as Juniors are not specifically mentioned. Although the last minutes stated that he was happy with this, he has now had a change of heart and feels that it would benefit Juniors if there were separate references for them. Nick will contact Eric Jackson in order to have something included in the next reprint.

Nick Beeson to action.

8. COMMITTEES REVIEW OF TERMS OF REFERENCE.

- i. It was agreed that Mike Shepherd should write the Terms of Reference (TOR) for the Operations Committee.

Mike Shepherd to action.
- ii. The Target Committee TOR require no changes.
- iii. The Field Committee TOR require an asterisk at the end of item l).
- iv. The Junior Committee require no changes.
- v. The Disabled Committee wish to delete item e) and amend item g) to read "To collect and collate the criteria for selection."
- vi. The Coaching Committee require the words "in conjunction with the Head Coach/ Performance Director." Added to items h) and k).
- vii. The Judges Committee require no changes.
- viii. It was agreed that item a) from the National Tournaments Committee's TOR will be added to all of the other Committee's TOR. This will read:
 "To prepare and manage an annual programme to meet the Operation Committee's agreed requirements for _____ (insert Committee function i.e. Target), as specified in the Performance and Development Plan, within the budget allowed."

8a. ELECTION OF CHAIRS AND THEIR COMMITTEES.

- i. The following candidates were successfully elected as members of committees:

Coaching	-	Ken Bearman
Field	-	John Hartfield
Judges	-	Derrick Lovell

9. CHANGES TO RULES OF SHOOTING.

- i. Rules concerning Visually Impaired archers, dress Rules, and rules concerning Rose awards for Juniors were all dealt with earlier in the meeting.
- ii. Derrick Lovell reported that the new FITA Rules for Field now differ from the GNAS rules with regard to the distance an archer is allowed to stand away from the peg. It was felt that we should wait until the next rewrite of the GNAS Rules of Shooting to change this.
- iii. An e-mail has been received from Bob Tonkin following the mention in the last minutes of including items such as the Disciplinary procedure in the SAP's. It is Bob's view that this type of item should fall into a different category altogether which could possibly be called General Admin Procedures (GAP's). This view was endorsed by the meeting

and it was suggested that, should GAP's be introduced, they could be included in the Rules of Shooting as a separate section. This was generally accepted as sensible although it was questioned as to whether everyone would actually need these items. These items are the responsibility of the Board of Directors and it was agreed that this idea be put to them to be decided where they should be published.

Mike Shepherd to action.

- iv. Child Protection. Nick Nicholson raised this subject having received the new Child Protection document from the Office. He compared ours with that of the Bowling association whose document is much shorter and more concise. Nick's view was that the NSPCC had been a bit heavy handed in their attitude which had resulted in our document being much longer and more complex. Different opinions were expressed although it was emphasised that Karen Hodgkiss had done an excellent job with such a difficult subject and was to be congratulated. Also, built in to the document, there is some protection for those dealing with children as well as protection for the children themselves.

10. SHOOTING GROUNDS.

- i. This subject was covered previously in the meeting under item f ii.

11. ANY OTHER BUSINESS.

- i. It was announced that the revamped GNAS website is now up and running. Neil Parrott has said that editable pages should be possible for each committee and wanted to know what sort of things Chairmen would want on these. Nick Beeson has already prepared a paper about this and will contact Neil about it.

Nick Beeson to action.

The Field Committee felt that they would like to keep their website as it is as it works very well. However it was suggested that it might be linked directly to the GNAS website. All the other committees were happy to have pages on the GNAS website.

- ii. Rules of Shooting and Handicap and Classification tables have been requested in Large Print or electronic format for the visually impaired. It was suggested that David Sherratt approach David Lane as the copyright holder of some of the material to ask whether his work can be used in this way and if it can be put on the website.

David Sherratt to action.

- iii. Nick Nicholson reported that the Diary on the FITA website is showing the GNAS National Clout as a FITA round. It also has the wrong date and the wrong organiser for the Junior Nationals. Walsall's FITA Star is also incorrect; this is listed as a one-day tournament where in fact it is a two-day. The committee felt that it is very important that wherever GNAS information appears it should be as accurate as possible especially where there is a possibility that shoot status may be jeopardised. It was agreed to ask David Sherratt to arrange for the necessary corrections.

David Sherratt to action.

- iv. Alf Davies spoke about the 2004 Junior World Championships and indicated that things were now moving along. There is now a website associated with it at: [www. Jotawc2004.info](http://www.Jotawc2004.info) although Alf did say there was little information on it at present.

The meeting closed at 3.35p.m.

The next Operations Committee meeting will take place on 12th July 2003.