

THE GRAND NATIONAL ARCHERY SOCIETY

MINUTES OF THE OPERATIONS COMMITTEE MEETING

Held on Saturday 5th October 2002
At Lilleshall National Sports Centre

PRESENT:

Mr Mike Shepherd	Director of Operations
Mr R K de B Nicholson	Chairman of Target Sub Committee
Mr Derrick Lovell	Chairman of Field Sub Committee
Mr Peter Pendrey	Chairman of Coaching Sub Committee
Mrs Pam Tonkin	Chairman of National Tournaments Sub Committee
Mr Nick Beeson	Chairman of Junior Sub Committee
Mrs Ann Webb	Chairman of Disabled Sub Committee

ALSO IN ATTENDANCE:

Mr Alf Davies	President
Mr Dave Sherratt	Chief Executive
Mr Barry Eley	Performance Director
Mrs Ann Shepherd	Minute Taker

1. **APOLOGIES FOR ABSENCE:** Peter Morris, Eric Jackson, Dennis Whiteman, Lynne Evans.
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**
 - a. A letter had been received from the Secretary of Durham and Northumberland suggesting that Gentleman Patron was not the term Brian Trotter had in mind when he queried the term Lord Paramount. Correspondence on the same subject had also been received from Hugh Soar who, while pleased about the change, felt the word Gentleman in the title was unnecessary. Nick Nicholson had already been in touch with Hugh about this and cited several references in support of the term. It was agreed that no change would be made to the original decision.
4. **REPORT FROM THE DIRECTOR OF OPERATIONS.**
 - a. Most members said they had not received a copy of Mike's report, a matter which David will look into. The report was really a general resume of things that had occurred since the last meeting. David had pointed out that those submitting reports should ensure that references are made to the Strategic Development Plan (SDP) and that reports should be written with the SDP constantly in mind. The current SDP is Version 4, Feb 2002.
Mike requested that all sub-committee chairmen submit their reports 2 weeks before the Operations meetings. Derrick said that there were times in the year when he had nothing to report. It was agreed that Nil reports would be required if this was the case. Anything happening in the 2 weeks prior to the meetings could be verbally reported on the day of the meeting.
5. **REPORTS FROM SUB-COMMITTEES.**
 - a. **Chairman of Field Sub-Committee: Derrick Lovell**
 - i. Derrick informed the meeting that he had nothing to report. The Field Archery Committee and Liaison Officer's Meeting is to be held in November.
 - b. **Chairman of Target Committee: Nick Nicholson.**
 - i. Nick said he hadn't been able to put out a full report as he is yet to have a full meeting with his committee.

- ii. An error on page 41 of the Handicap Tables referring to the Ladies and Gents FITA rounds has been missed. A correction will be placed in Archery UK.
- iii. Selection criteria for 2003 will be placed in the Winter edition of Archery UK. It is hoped that this will include, senior, junior and disabled.
- iv. Maria Humphries has now arranged for a third weekend Personal Performance course to be added to the calendar.

c. Chairman of Junior Sub-Committee: Nick Beeson.

- i. The standard calendar of junior events is running as it should and the committee members involved in each item are producing "job descriptions" on how to run them.
- ii. The committee's goals are to encourage participation in archery by young people but feel that they require more information on how Junior Archery is run around the UK. To this end they will be seeking feedback from the regions and others associated with juniors as well as from the junior archers themselves.
- iii. There has been only a small return of ranking forms since archers were asked to put these forward themselves. This may pick up but the system might need revising.
- iv. Nick proposes to have a separate junior website, not connected to AAS. He said he would prefer this to be part of the GNAS website proper rather than just a linked site. This generated some discussion about the GNAS website in general and the fact that it contains many out of date items which casts doubt on its current value. It was generally agreed that, if it could be done, it would be useful for each committee to have access to their own web pages that they could update themselves. This works already for Field but theirs is a linked site.

d. Chairman of Coaching Sub-Committee: Peter Pendrey.

- i. Lana Needham has been granted County Coach status. She comes highly qualified from her home country.
- ii. The requirement to have 5 grades of coach, rather than the 4 we have at present, will be discussed at the forthcoming Coaching sub-committee meeting.
The need to set up a system for coaches from other countries, some of whom are highly qualified, who come to live here will also be discussed.
- iii. The new rules and regulations for Leaders are now up and running and new application forms are now available. There will be an increase in the price, as this is a totally commercial exercise it needs to be self financing.
- iv. The Assistant Coach course has raised some anomalies and will need tidying up.
- v. Everything is on track for a modular coaching system in 2004/5.
- vi. The Coaching Task Force is a new government initiative to even out coaching over all sports. This is very important for GNAS. It will be an NVQ type structure which will allow coaches to become multi tasked and allow them to coach in other sports by taking additional modules.
- vii. David Clarke is to attend an International Coaching Conference in Turkey.

e. Chairman of Disabled Committee: Ann Webb.

- i. David Hilton has been appointed Team Manager following his provisional first year.
- ii. Ray Fields is to continue his liaison with Disability Sport England in order to bring the various organisations within disability sport in line with each other.
- iii. Ray Fields and Harry Heeley are to be the coaches in charge of the development squad at Stoke Mandeville once funding is available for this.
- iv. The disabled archery team had a very successful trip to the European Championships winning four gold, one silver and two bronze medals.

f. Judges Sub-Committee.

- i. Derrick reported that the new Judge Handbooks and badges are to be handed out at the Judges Conference on 13th October. The numbers attending were discussed and compared to those of the Coaching Seminar and it was felt that the conference would benefit by being held over two days, rather than just one. Representatives from Perkins Slade will be attending to talk about insurance and Terry Reilly, who is visiting to see Alf Davies about the Junior World Championships, will also address the Conference.
- ii. It was agreed that Mike Shepherd and the Target and Tournament Chairmen will all get a copy of the Judges Handbook. This is to be distributed to all Judges at no charge and will also be offered for sale in the GNAS Shop.

The Office to action.

g. Chairman of National Tournaments Sub-Committee: Pam Tonkin.

- i. Terms of reference for this committee have now been drawn up.
- ii. Two members have been recruited to the committee, they are Robin Hall and Tim Jackson. One more member is required.

- iii. The entry form for the Junior Indoor Championships on 15th December is now on the GNAS website. Sponsorship has been negotiated with Danage/Clickers Archery for the provision of 20 foam bosses and stands. These will be transferred to Lilleshall for storage over the winter ready for the Senior Indoor Championships in March. Continued sponsorship is also being provided by Wales Archery in the form of target faces.
- iv. The Senior Indoor Championships entry form has yet to be finalised but will go on the website as soon as it is ready.
- v. The 2003 UK Masters will follow the same format as 2002. This will involve a 70 metre round followed by the Head to Head on the Saturday and a Single FITA Star on the Sunday, points from all three elements to count for the final positions.
- vi. 2003 sees the 150th Grand National Archery Meeting. Several ideas have been put forward to celebrate the event and these were discussed.
- vii. Ranking List details and Indoor and Outdoor Criteria Scores were provided for those present but were confidential at the date of the meeting. All details will be finalised ready for publication in the Winter edition of Archery UK.

h. Performance Director: Barry Eley.

- i. Four candidates are to be interviewed for the position of Head Coach.
- ii. The 100 page report presented to Sport England has been rejected. We have a new liaison officer and although the report was written under the advice of the previous one this one wants it doing in a totally different way.
- iii. Lana Needham has been appointed coach to the Junior Squad.
- iv. Barry reported that he had been putting off doing anything about the squads until the Head Coach was appointed but this is no longer practical so he has organised these as usual. Barry will liaise with the various chairmen about the Ranking Lists so that squad members can be chosen. Pete Pendrey asked about the Coaching Committee in relation to the Head Coach and was assured that the two would need to work closely together.
- v. As a governing body we are required to have a contract with the BOA with regard to our selection policy. Our only problem is that we do not currently have an appeals procedure. Barry pointed out that this would cover, for example, a situation where someone was unable to attend a selection shoot rather than an appeal against not being selected. Ann Webb said that the BPA has an appeals procedure and agreed to share this information with Barry. Mike Shepherd asked how the Head Coach fits in with the set up for the Olympics and was told that this should be no problem as courses were run for Managers and Head Coaches. If we are not allowed to have 2 officials then the Head Coach would go and not the Manager. The Manager could go if funded by GNAS but there may be restrictions on where they were allowed to go in the Olympic village.
- vi. Papers regarding the international budget for 2003/4 were distributed which included a priority list for funding international and selection events. Ann Webb asked if monies could be re-allocated between events and was told that this was acceptable. Mike Shepherd stressed that a repeat of the problems of this year (with the junior budget) would not be acceptable. Everyone was happy with their budget allocations and understood that no further money would be forthcoming. Self funding will be allowed on events marked as such on Barry's list and this also allowed for managers for those trips. This information will go into the Winter edition of Archery UK and Barry will prepare the information for this.

Barry Eley to action.

Derrick Lovell asked if partial self funding could be introduced. David advised caution as, if it was allowed for one discipline, it would have to be available to all and this could cause serious problems and arguments. **It was agreed that the current system of self funding is simple and straightforward and as it is working well it should be allowed to continue as it is and that partial self funding will not be considered.**

6. APPOINTMENT OF TEAM MANAGERS, OLYMPIC AND PARALYMPIC.

- i. Barry Eley has been appointed as Olympic Team Manager and David Hilton as Paralympic Team Manager. The BOA have been informed but not the BPA as we are awaiting instructions.

7. ABLE BODIED PERSONS HELPING DISABLED CLUBS.

- i. It has come to light that a small number of archers are joining disabled clubs specifically to get membership of GNAS without actually paying the GNAS subscription. The Membership Review Panel will be discussing this but those present were asked for their views. Much discussion took place with the subject widened to include what defines "disabled". Nick Nicholson related the history of the disabled club set up starting at Stoke Mandeville when archery was considered a suitable form of rehabilitation. It was suggested that the junior club system of paying a nominal fee for the whole club works well and might also be looked at for disabled clubs.

8. NON GNAS MEMBERS' PARTICIPATION AT GNAS CLUBS AND EVENTS

- i. A suggestion had been put forward from a Society member that we place an extra charge on entry fees for those who are not members of GNAS but who want to take part in GNAS tournaments. This could then be paid to GNAS by the organisers with the idea that it went into a fund set up for a specific purpose. Although the idea had some merit it was felt that if, for example, a charge of £2.00 was made it would allow a non member to attend 15 shoots a year and still pay less than the annual fees of a GNAS member (inc. region & county fees). If the charge was any higher it was thought that nobody would take up the idea anyway. GNAS Law 12a states that we have members and it was agreed that we have a duty to our own fee paying members to look after their interests. This being the case, no progress was made on this issue.

9. INSPECTION OF NEW GROUNDS

- i. A letter had been received from a club secretary who was unhappy about being asked to get someone to inspect a new ground before setting up a new club. David said this was the practice that the office were following but asked if it was actually necessary to have the ground inspected or was it acceptable for clubs to just state that the ground complies with the rules.

Several views were in evidence. Some felt that new clubs may be set up by those with little experience who would not necessarily know what they were looking for in terms of safety implications and would benefit from the advice of local judges or county committee personnel. Although this point was accepted as valid it was suggested by others that this would put extra responsibility on these people that they may be reluctant to accept especially if they were likely to be called to account should problems arise at a later date.

It was agreed that a form would be prepared which could be sent out for clubs themselves to complete. This would ask for an official contact, size and dimensions of the ground, and would ask relevant questions with regard to safety issues. This would need to be signed by a club official and could then be kept at the GNAS office as an official document.

Mike Shepherd to action.

10. BUDGETS FOR 2004 AND BEYOND

- i. Budget submissions for 2004 and beyond are required by March 2003. Each committee was told that they need to be thinking and planning this far in advance. Inflation will need to be taken into account. An audit has been done by UK Sport and one point they raised was that we should be working on a cash flow basis. It was explained to them that we are not set up to do this at present but will look at this for the future. There are 5 ratings for these audits and we have been rated as "very good" which is very near the top of the scale for an organisation of our size.

11. STRATEGIC DEVELOPMENT PLAN

a. Rules of Shooting on the Internet.

This has not yet been done although the details were given to Neil Parrott in early August.

b. Archery UK on the Internet.

Nothing has been done about this. From comments at the meeting this would not be a popular move. One chairman commented that he would not want to sit in front of a computer screen to read the whole of Archery UK. Another said that putting it on the Internet would eventually be an excuse to get rid of the paper copy which would not be a good idea.

12. GNAS CONTRACTS FOR NATIONAL SHOOTS

- i. Mike Shepherd admitted he had only recently seen a copy of this contract and could understand why people were not coming forward to host shoots for the Society. He said he would expect, as a tournament organiser, to make a profit from a shoot and that the contract effectively makes this impossible. Pam Tonkin also said she would be glad to see the back of it as she agreed that it stifled her job. As all the National Shoots will now be organised by the new National Tournament Sub-Committee there is no need to retain this contract. The Flight and Clout Championships were also mentioned at this point and Pam's committee will be looking at the whole situation covering all the National shoots.

13. ELECTION OF CHAIRS AND THEIR SUB-COMMITTEES

- i. Pam requested that the Target sub-committee and the National Tournaments sub-committee remain as they are at present for continuation purposes. The National Tournaments sub-committee is effectively a pilot scheme until April 2004 and if it continues after that it will fall into line with the other committees with regard to the election of personnel. It was agreed however that the Chairman of the Target sub-committee would be up for re-election in 2003 as planned.

Nick Beeson had produced a document, as promised at the last meeting, about periods of office and this will be discussed by Mike Shepherd and David Sherratt.

Mike Shepherd to action.

14. G.N.A.S. DRESS REGULATIONS

- i. Target Committee will be looking to make progress on this item as soon as possible.

Nick Nicholson to action.

15. ANY OTHER BUSINESS

- i. Alf Davies is to write a thank you letter, in his capacity as President, to David Bruce in respect of his excellent work on the GNAS Premier event at the end of June.
- ii. A letter has been received from TylerMac Events about something called Generation Sport which is to be a large multi sport taster event. This seemed to be just an introduction and promised further details. The contents of the letter were noted.

The meeting closed at 3.50p.m.

The next Operations Committee meeting will take place on 11th January 2003.