

# THE GRAND NATIONAL ARCHERY SOCIETY

## MINUTES OF THE OPERATIONS COMMITTEE MEETING Held on 9<sup>th</sup> October 2004 At Lilleshall National Sports Centre

### PRESENT:

Mr Mike Shepherd	Director of Operations
Mr Nick Beeson	Chairman of Junior Committee
Mr Ray Fields	Chairman of Disabled Committee
Mr Peter Morris	Chairman of Judges Committee
Mr R K de B Nicholson	Chairman of Target Committee
Mr Peter Pendrey	Chairman of National Coaching Committee
Mrs Pam Tonkin	Chairman of National Tournaments Committee

### ALSO IN ATTENDANCE:

Mrs Chris Farr	Representing Field Committee
Mrs Ann Shepherd	Minute Taker

For part of meeting only:

Mrs Lynne Evans	G.N.A.S. Chairman
Mr David Sherratt	Chief Executive
Mr Barry Eley	Performance Director
Mr Eric Jackson	Director of Development & Marketing

### 1. APOLOGIES FOR ABSENCE

Derrick Lovell.

### 2. MINUTES OF THE PREVIOUS MEETING

- i. The minutes were signed as a true record by the Director of Operations – Mike Shepherd.

### 3. MATTERS ARISING – None.

### 4. REPORT FROM THE DIRECTOR OF OPERATIONS: Mike Shepherd.

Written report supplied.

- i. The Operations Committee has been praised by the Board of Directors for the work that it is doing. Special mention was made of the new Junior Squad system which is now active.
- ii. The Society's membership is now over 25,000 which means that the work we turn out now has even greater importance and it must be borne in mind that these newer members will not yet know much about the setup of the Society. Linda Berry is to be congratulated on handling all the paperwork for the new members, a difficult and time consuming job given the current state of the Office's computer equipment.
- iii. The Board of Directors is of the opinion that the Handicap Tables review should be paid for in one lump sum for the work that needs to be done. This led on to some discussion regarding the Rules of Shooting in general and the physical practicalities of actually getting the Rules to the printing stage. Pam Tonkin suggested some lateral thinking with regard to committee responsibilities and asked if a Constitution & Rules committee should be considered.
- iv. Mike reported that the Operations committees had all underspent on their budgets except the National Tournaments Committee and that he was trying to persuade the Director of Finance, John Poyner, that more money needs to be allocated to this committee. Pam Tonkin reported that the allocation of monies for the National Tournaments budget is mostly on track except

- for the Judges expenses which are currently paid from this budget and which are a long way short of the money actually required. It was agreed to keep reminding John of this.
- v. A suggestion had been made by the Awards Panel that the Jack Flinton Helping Hand Trophy be presented at the Coaching Conference instead of the Society's A.G.M. with the idea that it would give it more prestige by being more closely related. Mike Shepherd, however, had said that it was more likely to become isolated and have the opposite effect with no-one outside coaching knowing about it. The Awards Panel had agreed to rethink this matter. Peter Pendrey suggested that the trophy be awarded as usual at the A.G.M. but the winner then be invited to the Coaching Conference to be presented with a pin badge to mark the achievement. He will follow up this idea.
  - vi. Dr David Hutchinson has produced a report regarding UK Sport's proposed new UK National Anti-Doping Policy. The policy is currently published on the UK Sport web site for discussion and is due to be introduced across all sports from 1<sup>st</sup> January 2005. G.N.A.S. will need to make changes to its anti-doping regulations in order to comply with this. A system of Therapeutic Use Exemption (TUE) will be introduced to cover all prescribed medication which is not permitted under the World Anti-Doping Code.
  - vii. Jon Shales will be attending a F.I.T.A. meeting in the absence of Derrick Lovell although Derrick will be able to attend a World Games (B.W.G.A.) meeting. David Sherratt will continue to represent the Society at E.M.A.U. meetings. Alison Williamson is currently the B.O.A. Representative and is willing to carry on in this role. All were in favour.

## 5. REPORTS FROM COMMITTEES

### a. Chairman Field Committee: Derrick Lovell.

- i. Marian Howells of Pentref Bowmen has requested a rule change in order to include a Barebow division into F.I.T.A. Target and Indoor archery. Marian had originally sent this directly to F.I.T.A. although it was pointed out that the correct procedure is for it to be submitted by a Member Association i.e. G.N.A.S. Marian has already been asked for more details to support any proposal. The numbers of archers and countries involved around the world would help. Nick Nicholson said it would be hypocritical of us not to support such a proposal as G.N.A.S. have recognised Barebow for years. Barry Eley pointed out that adding another division would mean that World and European events would need to be able to cope with extra archers which, although it might not be a problem in itself, could result in the reduction in numbers of other divisions. Countries would also need to find extra funding if barebow archers were to be in addition to current numbers allowed.  
It was noted that any proposal made would need to be in by 21<sup>st</sup> October to be in time. Peter Pendrey asked if it was worth rushing into this without a good portfolio of evidence to support it. Lynne Evans advised that it could be put forward, in the first instance, as a proposition as this opens the door to awareness of the intention and it can then be investigated fully. She said this was a slower route but was more likely to succeed and in any case anything put forward at this stage could not become a rule until 2007 anyway. Chris Farr promised to supply initial figures to the Office before 21<sup>st</sup> October.
- ii. The Field Committee wished to put forward an amendment to G.N.A.S. Law 12. Where Law 12 states that only members of G.N.A.S. or F.I.T.A. affiliated bodies are able to take part in G.N.A.S. organised events, the Field Committee want to make an exception for those members of I.F.A.A. affiliated clubs who allow their grounds to be used for a G.N.A.S. field tournament. Nick Nicholson said he was against this as it sets a dangerous precedent. He recalled the discussions that took place some years ago regarding allowing members of other societies to shoot at G.N.A.S. events, the idea of which was eventually discarded as no agreement could be reached. Nick said he felt that we should sort out our own membership scenario first before dealing with this. Barry Eley proposed that the Field Committee's amendment be left until the next Operations meeting. This was agreed and the time in between will be used to consult the Society's insurers. It was stressed however, that, even if we get a positive reaction from them, we will still have issues regarding people using G.N.A.S. facilities by the back door.

**David Sherratt to action.**

- iii. It was reported that G.N.A.S. have been awarded places for eight archers at the World Games to be held in Germany in 2005.
- iv. Pentref Bowmen have declared an interest in hosting the World Field Championships in 2008. This has been put to the Board of Directors for consideration.

**b. Chairman of Target Committee: Nick Nicholson.** Written report supplied.

- i. Problems have been experienced with printing the recent updated sheets for the Rules of Shooting and the Handicap Tables. This seems to have been related to software not being compatible with that used by the printers. The situation is highly unsatisfactory and a solution must be found.
- ii. As a F.I.T.A. Member Association G.N.A.S now have to submit claims to F.IT.A. for records for Masters Women, Masters Men, Cadet Women, Cadet Men, Junior Women and Junior Men in accordance with FITA Rules. The Target Committee recommend that G.N.A.S. adopt the same titles, age and eligibility criteria for G.N.A.S. Masters, Cadets and Juniors. They do not recommend, however, that G.N.A.S. create F.I.T.A. Cadet and Junior Records for G.N.A.S. rounds as the Juniors currently have all the G.N.A.S. rounds as records under the G.N.A.S. age groups. They also recommend that G.N.A.S. create Masters Men records for the York, Double York and St George rounds and Masters Women records for the Hereford, Double Hereford and Albion Rounds.

The Target Committee realise that there will be some problems managing the new records until they have a proper database and strongly recommend that the new membership database becomes a priority item for the Board of Directors. They also suggest that the Junior Committee may wish to review their Junior Age and records policy.

David Sherratt again said that the Office will do whatever the membership wants but requires the resources in order to be able to carry these things out. He also said that we should only be doing this if a good number of members wanted it, not just because one or two had asked for it. Mike Shepherd asked if we should be consulting the membership about this. Nick Beeson said that this had already been done with the juniors and although response had been limited most juniors were in favour. He also mentioned that the membership services review panel had contacted him to say that they were considering the junior age groups and to leave the matter with them. Lynne Evans said she wasn't sure this came under their remit and felt that it may have had something to do with the SDP.

David said it is important to work out whether any of this is deliverable or affordable. Mike said this always seems to be the predicament the Operations Committee finds itself in, ideas are agreed for the benefit of the membership only to be stumped where money is concerned. A difference of opinion then arose with David asking if we should be looking at records in general and asking if all rounds should be eligible and Nick Nicholson saying that the Office needed to be looked at from the outside to see what could be streamlined or rationalised to make practices simpler for the staff. Lynne Evans pointed out that the word 'review' had cropped up several times and mentioned this in relation to the SDP with the purpose of looking at what we want to achieve. Where Nick felt that things need to be 'reviewed' as a whole, Lynne favoured looking at separate issues in isolation.

Pam Tonkin reported that some progress had been made with a new and improved spreadsheet being provided for the records and Nick agreed that he had looked at all the Record Status applications for the past 12 months and only two rounds had not been used for Record purposes. Peter Pendrey proposed that the proposal be left on the table pending further scrutiny and this was agreed.

- iii. Nick mentioned that at a previous meeting he had suggested that a library of G.N.A.S. recognised documents should be kept and also an historic library so that references could be traced back. He said he had recently had a query that had been put to him as a Rule but had subsequently turned out to be a recommendation in the Leaders Handbook. As he had not actually seen this document before he had had some difficulty tracking down the point the enquirer was asking about. Ann Shepherd said she had offered to put a list of these documents in Archery UK when they were last mentioned but David said there were very few involved.

- iv. Mike Shepherd has received a letter querying the shooting distances currently listed in the Rules of Shooting for the Bray I and the Bray II rounds. The enquirer asks when it was decided to change these. Pam cited the changes as being relevant to the time when the Target Committee were trying to rationalise the rounds and were getting rid of nested rounds i.e. those such as the Bray I which were resulting in record claims for that round being received as half of the FITA 18 round. Both Pam and Nick said this was advertised in Archery UK prior to the amendments to the Rules in 2002.

**c. Chairman of Junior Committee: Nick Beeson.**

- i. Nick Beeson reported that it was very interesting that few of the current squad members have sent in applications for the next squad. He is not sure whether this is because they don't want to or if they think it doesn't apply to them. However, if they don't apply they won't be on the squad.
- ii. Nick reported that two perfect scores had been shot on the 'tiddly' persons round in the July Nationals and the Junior Committee are now reviewing the offer of very short rounds in postal competitions. An announcement will also be made in Archery UK reiterating that the Bristol V round is for practice purposes only and will not be included in National competitions.
- iii. Ranking List information is being received but currently there are very few Compound Girls or Longbows.
- iv. Sports Aid Grants. All those put forward have been awarded grants with the exception of one person.
- v. Nick said that he was of the opinion that 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> medals should always be awarded at junior tournaments no matter how many archers there are in the class. He said he would continue to do this although he would not call a single entry a champion and would not give them trophies.
- vi. It has come to the attention of Nick Beeson and Nick Nicholson that, in an Office copy of the Rules of Shooting, a Rule had been changed by hand to show that juniors should be accompanied by two adults instead of one as the original rule states. This raises the question of whether policies are being implemented correctly. A procedure for writing or amending policies needs to be highlighted in respect of how they impinge on the Rules. This particular Rule needs to be looked at for possible amendment in 2006. Mike Shepherd will bring up this issue with the Board of Directors.

**Mike Shepherd to action.**

**d. Chairman of Coaching Committee: Pete Pendrey.**

- i. The 2 day Coaching Development Conference held at Lilleshall was a great success with 66 delegates attending.
- ii. The NCC have decided to co-opt a Communications Officer in order to improve communications throughout the regions and currently have several volunteers to consider. It is hoped to fill the post after the next NCC meeting on 16<sup>th</sup> October and, if a suitable candidate is found, the name will be circulated after that meeting.
- iii. The approved feasibility study on the central or regional once yearly County Coach assessment scheme was updated and presented to the Development Conference. Comments were received and, where appropriate, have been incorporated, The first assessments in this format will be held in the autumn of 2005.
- iv. CRB Checks. Peter reported that he had discussed this subject at length with the Office as people have been querying various aspects of the CRB checks. Problems seem to have arisen where people have had checks that cover juniors but not vulnerable adults. An enhanced check covers both. Some people have enhanced checks from other groups i.e. scouts etc. but G.N.A.S. are still requiring checks of their own and this is causing some disquiet. This topic was discussed at some length and several points were made. For example, if a certificate was issued through the scouts and subsequently withdrawn who would be notified and how would we know of this. It was thought that only the organisation instigating the check would be alerted, hence the need to make our own checks. Eric Jackson said he would follow up on

this. Nick Beeson brought up the point that if someone is a Child Protection officer in more than one position i.e. club and county would two separate checks be required for the same reason.

**Eric Jackson to action.**

A statement will also be made in Archery UK by David Sherratt.

**e. Chairman of Disabled Committee: Ray Fields.**

Minutes of committee meeting of 25.08.04. supplied.

- i. Best wishes were conveyed to the G.B. Paralympic Team by Ray before the event and congratulations on their achievements were sent following their success.
- ii. The DSE National Championships were held in August where a Burntwood round was also included. This proved to be very successful, a view shared by Peter Morris who has now judged at four tournaments that have included the round.
- iii. An amendment to the B.B.S. class regarding tunnel vision needs to be placed in Archery UK under the usual regulations for changing G.N.A.S. Rules. Nick Nicholson asked if the committee could be notified of the different classes of blindness but Ray said he did not think it was as simple as that. Nick expressed the view that, if classifications are mentioned, they need to be defined, if we don't understand the Rule we cannot include it because we won't be able to explain it. Ray said he felt that we may be able to ask for this information if this is the case.

**Nick Nicholson to action.**

- iv. The minutes of the Disabled Committee's meeting included an agreement that G.N.A.S. Rule 1201a is discriminatory towards visually impaired archers as it does not seem to apply to any other group. They proposed that this Rule be removed and the following be included in the appropriate section:

"It is the responsibility of the individual archer to inform the Tournament Organiser of any special personal circumstances (eg. Wheelchair use; visual impairment) and associated requirements. This should be done in advance of submitting an entry form. The Tournament Organiser will determine whether or not those special circumstances can be accommodated – and that decision shall be final."

Much debate followed with regard to the actual wording of the statement, the legality of it, and where exactly would be an appropriate place for it in the Rule book. Everyone was happy with the basic premise but the consensus of opinion was that it should be referred to the Society's solicitor for the correct wording.

- v. It was noted that, as stated in the Disabled Committee's minutes, a 'Memorandum of Understanding' (MOU) had been signed between the I.P.C. and the G.N.A.S. and that the Chairman was to obtain a copy of this. Ray asked where he could find this and if anyone knew anything about it. No-one was aware of this and Nick Nicholson asked who, without consultation, was authorised to sign such a document. This will be investigated.

**f. Chairman of Judges Committee: Peter Morris.**

- i. Assessments for National Judges will be held at Lilleshall on 22<sup>nd</sup> October, there are three candidates this year.
- ii. Invitations have been sent out to Regional and National Judges for next year's tournaments and the list will be compiled after the October assessments.
- iii. Plans are in hand for the Judges Conference in February next year. Among other topics, an Olympic Round demonstration will be held.
- iv. Many grounds' safety checks have been carried out throughout the country and these have been overseen by Peter and the Judges Committee.
- v. Peter reported that he had been dealing with many problems and queries from other judges, tournament organisers and archers in the hope of relieving some of the pressure on the Office staff.
- vi. After the success of the World Junior Championships Peter reported that he had found it necessary, on behalf of G.N.A.S., to thank all the judges who took part in the practice and running of the tournament as they were unfortunately not mentioned at the end of the

competition. Eric Jackson apologised at the meeting and said that general thanks had been given on the day but it would have been difficult to thank everyone individually.

- vii. Nick Nicholson pointed out that the Rules of Shooting amendments have been sent to club secretaries etc but not to the judges. Peter said he thought some had received them but will look into this.

**Peter Morris to action.**

- viii. Nick Nicholson reported that he had recently come across a form of cheating at a two-way clout where archers were using the flags near the shooting line as markers. It was thought that the best way to avoid this was for these flags to be taken up when not in use.
- ix. Ann Shepherd reported that over 100 clubs had registered their colours and that a list would be published in the Winter 2004 edition of Archery UK. She asked if a mailing list could be provided for all the judges in order to circulate the details to them formally and Peter will provide this. It was confirmed that club colours can be used as soon as Archery UK is published i.e. mid December.

**g. Chairman of National Tournaments Committee: Pam Tonkin.**

- i. All National Tournaments have now taken place with the exception of the Clout to be held in October and the Junior Indoor Championships which will take place in December. The accounts for some of the shoots have been finalised but not all as yet.
- ii. Small improvements have been made to all of the National Tournaments but further changes are in the pipeline for 2005. The standardisation of the entry forms for all the tournaments has been completed and they have been put on the website but the committee would appreciate it if the entry forms for the Senior Indoor, G.N.A.M, the Clout and the Flight Championships could continue to be published in Archery UK.
- iii. Ten new trophies have been provided for the National Indoor, the UK Masters and the British Target Championships either through sponsorship or purchase and refurbishment of the two Indoor Compound Unlimited trophies has been undertaken. The refurbishment of other trophies is being looked at.
- iv. The new Danage bosses and stands purchased by Lilleshall have worked very well at the National Tournaments and, with unpleasant weather occurring at several events, the committee has been able to upgrade the equipment required to make sure they are safe for use at all the events held at Lilleshall.
- v. The majority of tournament dates have been finalised, and the tournaments secretaries appointed, for 2005. These dates have been published in Archery UK. Main changes are as follows:

The Junior Indoor Championships will be relocated to Wenlock Hall, Lilleshall, to take place over two days on 3<sup>rd</sup> & 4<sup>th</sup> December 2005. The Tournament Committee are in consultation with the Junior Committee over the format of the event.

The Flight Championships will have a new organiser, Mike Willrich, for 2005. Thanks go to Tony Bakes for all his hard work over the past few years. Although Tony has had to withdraw due to work commitments he will still be involved in the liaison between the R.A.F. and G.N.A.S.

- vii. Containers are now being organised to provide further storage at Lilleshall. This has been agreed in principle but negotiations are still underway.
- viii. Denmark wish to hire some equipment from us but at this stage it is not known precisely what. It is also thought that the date they require it for would clash with that of the British Championships. More details are required.

**h. Performance Director: Barry Eley.**

- i. Barry congratulated the GB Olympic archers on their success, Alison Williamson 3<sup>rd</sup>, Larry Godfrey 4<sup>th</sup>, Naomi Folkard 11<sup>th</sup> and Helen Palmer 54<sup>th</sup>.
- ii. Barry reported that this was his last meeting as Performance Director (PD) and that G.N.A.S. were now looking for a new PD in a salaried position. 10 applications have been received and a meeting is soon to be held with UK Sport to find out about funding although this will be general not PD specific.

- iii. David Hutchinson's anti doping report was mentioned again and Barry reported that the new rules will apply to all archers over MB, FITA Star scores over 1200 and also to the top FITA field awards. Some general discussion followed and it was confirmed that Dr Hutchinson's report would be published in Archery UK.
- iv. Barry was thanked by the Chairman and the committee members for the work he has done as Performance Director and he said that he hoped that everything could be carried over smoothly to the next PD.

**i. Director of Development & Marketing: Eric Jackson.**

- i. The Board of Directors have agreed that the G.N.A.S. website be put out to a professional company. It will be based on a corporate backdrop design and will have separate committee pages. It should also be possible for clubs to have their own pages with links to their own sites. Eric informed those present that he needed to know what each committee's requirements would be. The intention is to have the new website up and running by Christmas.
- ii. Eric reminded everyone to pass on their news items to the P.R.O, Peter Jones.
- iii. Version 6 of the Strategic Development Plan (SDP) will be published next year. Eric issued each Chairman with a newly formatted sheet to be completed for their sections of the SDP. This allows ownership by each committee of its own section. He stressed that they should not make tasks too difficult and should try to split them into simpler units where possible. Nick Beeson pointed out that there was no column for "tasks achieved" but Eric indicated that this was just a problem with space on the page. There will be a new page for "targets identified during the life of the current version of the SDP" for those things that crop up mid term.

6. **SDP VERSION 5:** Nothing to report.

7. **COMMITTEE REFERENCES:** Nothing to report.

8. **G.N.A.S. RULES OF SHOOTING.**

- i. Operations Committee structure.

**It was agreed that the separate committees that make up the Operations Committee will, in future, oversee the Rules that directly affect their own areas of expertise. If Rule changes are required it will be up to the individual committees to debate these and bring their findings and proposals to the Operations Committee for discussion and approval. Rule changes that are subsequently agreed by the Operations Committee will then be put to the membership for approval in the normal way.**

Each committee will look at their Terms of Reference in relation to the above change.

**All Chairmen to action.**

9. **HANDICAP & CLASSIFICATIONS TABLES:** Dealt with previously in meeting.

10. **ANY OTHER BUSINESS**

- i. Mike Shepherd asked what would happen if the Director of Operations kicked the bucket. Nick Nicholson said that the Operations Committee would nominate a stand in who would also stand in at Board of Directors' meetings.
- ii. Lynne Evans said that the relevant committees should be aware of proposed motions for the FITA Congress to be held in Madrid in July next year. These will appear on the FITA website after 30<sup>th</sup> November 2004 and any comments, of support or objection etc, will need to be with FITA by 29<sup>th</sup> January 2005. Chairmen are asked to look at these before the January Operations meeting for discussion at that meeting.

**All Chairmen to action.**

iii. Pam Tonkin and Nick Nicholson reported on the abysmal format of some result sheets received from Record Status shoots. On some it is impossible to identify the archers as no club names are given, one was even received without the scores being in order. Nick said he had actually contacted 20 tournament organisers to tell them their result sheets were not up to standard. The Record Status application document is to be reprinted with some amendments and this, along with several other points, will be addressed. Nick also said he would write an article for Archery UK on the subject.

**Nick Nicholson to action.**

iv. Nick Nicholson asked what those present thought about results received in electronic formats being used to support MB and GMB claims. Some discussion followed with regard to the possibilities of cheating by being able to alter scores received in this form but it was generally felt that this was not something that yet needed to be policed.

Meeting closed at 4.45p.m.

**DATE OF NEXT MEETING:**

The next Operations meeting will take place on 8<sup>th</sup> January 2005.

Future dates for Operations meetings will be:  
2<sup>nd</sup> April 2005.