

THE GRAND NATIONAL ARCHERY SOCIETY

MINUTES OF THE OPERATIONS COMMITTEE MEETING Held on 8th January 2005 At Lilleshall National Sports Centre

PRESENT:

Mr Mike Shepherd	Director of Operations
Mr Nick Beeson	Chairman of Junior Committee
Mr Derrick Lovell	Chairman of Field 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 Ann Shepherd	Minute Taker
For part of meeting only: Mr David Sherratt	Chief Executive

The Operations Committee wish to record their congratulations to all the Team G.B. archers on their success at the Olympic and Paralympic Games.

1. APOLOGIES FOR ABSENCE

Ray Fields, Eric Jackson.

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.

- i. 5c.vi. With reference to Rule 103c where an Office copy of the Rules had been amended by hand in the section relating to juniors being accompanied by adults. Nick Nicholson said that if the adult involved was the child's parent, providing they are a GNAS member, then that one adult would be enough.
Pam Tonkin pointed out that the real problem was not the Rule itself but that the Office had changed it themselves and could be giving out different information to that officially recorded in the Rule book. It was agreed that all information given out should be consistent. David Sherratt will look into this at the Office so that a process can be formulated to pass on any anomalies that are spotted.

David Sherratt to action.

Nick Nicholson said that the Board of Directors (B.O.D.) still need to be aware that any alteration to Rule 103c is not just a straightforward change from one to two adults.

It was also proposed that reference to the Child Protection Policy be included in the Rules of Shooting as a S.A.P. so that everyone can be aware of it. It is not intended that the full version of the document be included, rather a shortened version or something that would be easier to read, with reference to the full version as a separate document.

Mike Shepherd to take proposal to next B.O.D. Meeting.

- ii. 5a.ii. With reference to G.N.A.S. Law 12 and the request by the Field Committee to amend this to allow members of E.F.A.A. or N.F.A.S. clubs to take part in G.N.A.S. shoots where they are held on the grounds owned by these other field organisations. Mike Shepherd asked if anything further had been produced to support Field Committee's request as the B.O.D

require more specific wording before anything could be put to the solicitors. Any wording must not give people the impression that this will allow them to shoot regularly at G.N.A.S. tournaments without actually being a member. Nick Nicholson again voiced his strong objection to the idea saying it could set a dangerous precedent and that, although this initial request was only for field archery clubs, it could spread to target clubs if not regulated correctly. He also said that the N.F.A.S. and the E.F.A.A. were currently going in the opposite direction and are now restricting their shoots to members of their own associations only. Peter Pendrey felt it made a difference if the G.N.A.S. club was already paying for the privilege of using a ground in which case he tended to agree with Nick. Some discussion followed regarding the possibility of charging a one day G.N.A.S. membership but nothing was decided and Derrick will take the issue back to his committee.

- iii. 10.i. It was agreed at the previous meeting that the Operations Committee would nominate a stand in if the Director of Operations was unavailable for any reason. Further debate took place on whether a Vice Chairman should be elected by the Committee in order to pre-empt any such situation but no firm decision was made.

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

Written report supplied.

- i. Attention was drawn to Eric Jackson's request for each Committee's requirements for their entry on the website and in Version 6 of the SDP plan.
- ii. It was reported that Ann Shepherd had been in contact with Eric Jackson with regard to putting Archery UK on the website. This is now looking like a definite possibility which should result in the magazine being available, via the website, to vision impaired members. Some discussion took place with regard to placing personal data on the GNAS website including those found on the Diary and Directory pages. Permission will need to be sought from individuals in order to include this type of information but until some sort of system can be put in place for this these pages will need to be omitted. A meeting will be planned for Ann and Mike Shepherd, David Sherratt and Eric Jackson to discuss this.
- iii. The Club Colours Register has now been published and circulated to all Judges. Some problems occurred due to letters having been lost in the post but hopefully these have now been overcome.

Ann Shepherd reported that the implementation date for the next batch of Colour registrations will need to be different to this year because of the way the Rule is worded. Rule 307ii. states that shooting colours must be registered at least one month before the end of the previous affiliation year. This means that the next new affiliation year will start from 1st October 2005 and clubs will naturally assume that this is the date from which they can start to wear any newly registered colours. Registration will still need to be received by 31st August 2005 which would give one month for Judges to be notified of any new Colours or changes to existing Colours before they became official on 1st October. Ann suggested that clubs be asked to send future registrations directly to her as Club Colours Registrar and that she will instigate some system of receipt to avoid the problems of details being lost in the post. This was agreed and information to this effect will be published in Archery UK.

Ann Shepherd to action.

- iv. Mike reported that the situation with the IT equipment update for the Office is still ongoing. Linda Berry has requested information from the Operations' Chairmen regarding their particular requirements from the membership data that is collected. Chairmen were asked to send their ideas and requests to Linda and copy the information to Mike Shepherd and the other Chairs.

As an example, Mike Shepherd said he had already suggested the idea of purchasing a programme whereby, when putting a new member's details on the database, the postcode could be typed and the majority of the address would be entered automatically. David reported that several other ideas were being looked at, some of which could allow club, county or regional secretaries to enter members' details or might allow members to update their own details.

- v. Mike reported that he had received an enquiry asking if any further progress had been made regarding the back filling of FITA and GNAS awards. It was noted that the idea had only applied to GNAS awards and cannot be done for FITA awards as these are not within our control. The situation has not changed regarding this subject as the Office are still unable to cope with any additional jobs which would add to their workload on their current IT equipment. Nick Nicholson reported that the same correspondent had also written to him and he had already sent him a reply.
- vi. FITA Rule amendments and Bylaws. 64 amendments have been received and Mike asked if any of the Chairmen wished to speak about, or discuss, any that related to their specific committees. As Jon Shales will be attending the FITA Congress in June as G.N.A.S.'s representative, when these amendments will be voted on, it was agreed that he be invited to the next Operations meeting to discuss which way to vote. Derrick Lovell felt this would be an excellent idea as the Field Committee definitely wish to vote against some of the proposals being made by the FITA Field Committee. David Sherratt also pointed out that any relevant comments on the proposed amendments should be sent to him for an initial reply to FITA on 29th January.

The amendments ideally need to be read in conjunction with the relevant sections of the FITA handbook and this led to further discussion on the distribution of new FITA and GNAS handbooks. David said he thought everyone on the Operations Committee should have had copies but this does not seem to have been the case. He will look into this and try to supply those who have not received them.

David Sherratt to action.

- vii. Alison Williamson has been elected as a member of the British Athletes Commission.

5. REPORTS FROM COMMITTEES

a. Chairman Field Committee: Derrick Lovell. Written report supplied.

- i. The Field Committee have been assessing score levels over the previous twelve months and have found that some changes are required in the Gents Compound and Recurve divisions. These will be placed in Archery UK for comments and, if accepted, will come into force in 2006.
- ii. Derrick reported that, as no budget has been allowed, he will not be asking to send an official team to the new FITA 3D World Championships. A watch will need to be kept on the score levels although there are very few GNAS archers shooting these rounds.
- iii. The Field Committee and Liaison Officers Meeting was held in November and the minutes are now available.

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

- i. The Tournament Organiser's Handbook is awaiting a section on access for disabled members and will then be ready for printing.
- ii. The Handicap Review is on hold awaiting specialist support to formulate the questionnaire and analyse the results. It has been suggested that one of the universities could be approached and that payment could be made to do the job. Nick suggested that an advert be placed in Archery UK for a professional statistician to oversee this job. It was proposed that a sub committee, as an extension to the Target Committee, is required to gather data, analyse statistics and produce the Handicap Tables. A budget will be required so the Board of Directors will need to be consulted. Nick asked that the Chairmen and Directors consider what data they would find useful from a questionnaire as it had occurred to him that Clout, Flight and Field information could be gathered as well as Target. If a survey is to be done then as much detail as possible should be collected. These questionnaires would only be sent to Club secretaries and direct members. Nick will provide an advert for publication.

Nick Nicholson to action (advert). Mike Shepherd to action. (B.O.D.)

- iii. A list of Target Committee requirements for the GNAS web pages and Target Committee headings for the SDP were supplied.

c. Chairman of Junior Committee: Nick Beeson. Written report supplied.

- i. Nick reported that, in conjunction with the National Tournaments Committee, the Junior Committee are looking to provide more trophies. He will be putting an article in Archery UK asking if anyone wishes to donate trophies in the first instance.
- ii. The Squad assessment day took place in October 2004 and 18 archers were selected. Following the use of the new selection process several improvements are being considered and will be introduced for the 2005 season. The Committee is also planning to mailshot various clubs regarding the process to make sure everyone is aware of it.
- iii. The November Challenge took place, with thanks to Helen Strudwick who ran it this year, and numbers are again significantly increased with pleasing overall results.
- iv. The Ranking Lists were published in the Winter 2004 edition of Archery UK and they appear to agree on the whole with the Squad selection, Indoor Championships and November Challenge results.
- v. Invitations to apply for Sports Aid Grants have been sent out.
- vi. Correspondence has been received from S.C.A.S. regarding junior age groups and Nick has already replied to this. This is minuted for information only and is still ongoing.

d. Chairman of Coaching Committee: Pete Pendrey. Written report received.

- i. Mike Shepherd asked what response had been received from the fitness questionnaires that had been mailed out with the Winter 2004 edition of Archery UK. Peter said he would know more following a Coaching meeting the following week.
- ii. The following County Coaches have been selected to join the Senior Coach Programme: Carol Crich, Mick Fitzpatrick and Doug Anderson.
- iii. Following their decisions to retire from the ranks of the Senior Coaches, Arthur Timmins and Tony Lacey have both accepted the title of Senior Coach Emeritus.
- iv. Statistics were given for Coach numbers in 2004 and charges for Level 1 courses, registration and assessment, were reported.
- v. The Coach Education and Development Group (CEDG) are still working on evaluating the Level 1 courses and tidying up the candidate/tutor packs. This should be completed in the near future when the packs will be professionally produced.
- vi. Due to the plethora of sports colleges and FE colleges offering B. Tech National Diplomas in outdoor education, the Coaching Committee have lowered the age of admittance to Leader courses and assessments from 18 to 17.
- vii. It was reported that Ken Bearman has been elected Chairman of the FITA Coaching Committee.
- viii. Nick Nicholson raised the issue of CRB checks again. Peter reported that everyone who has been checked will have a reference number but it is assumed that only the authority who first requested the check would be notified of any problems subsequently arising. It was thought that other authorities could find out but would have to actively ask for this information rather than receiving it automatically. This is the rationale for G.N.A.S. asking for its own checks.

e. Chairman of Disabled Committee: Ray Fields. Written report received.

- i. There have been no meetings of the Disabled Committee since the last Operations meeting and the next one is scheduled for early February.
- ii. Squad training events have all been organised.
Derrick Lovell said that he was unsure who was currently booking dates for future senior target squads. Although Field, Junior and Disabled are organised, a stopgap situation is in place for Senior Target until a new Head Coach is appointed. Greg Middleton is currently standing in as administrator and queries on this subject need to be addressed to him. Reports are awaited.
- iii. The first international event is likely to be the World Championships in September and the closing date for receipt of qualifying scores will be extended this year to 30th June.
- iv. In the light of discussion related to the purpose and operation of the Development Squad a policy document will be drafted for consideration at the Disabled Committee's next meeting.

- v. A number of queries have been received regarding the implications of the Disability Access legislation which came into operation in November 2004. It is suggested that a guidance document be prepared for distribution or publication in Archery UK.
- vi. It is understood that the “Memorandum of Understanding” reported in the last minutes was between the I.P.C, and F.I.T.A. - not G.N.A.S. Those present at the meeting still felt that more should be known about this.
- vii. Ray apologised for not proof reading his entry in the Archery UK Directory which had resulted in people having difficulty contacting him by phone or e-mail. Appropriate amendments are in hand.

f. Chairman of Judges Committee: Peter Morris. Written report and list of judges invited to National Tournaments supplied.

- i. Assessments have been held for three National Judges; John Harvey, Bill MacKay and Andrew Tizzard-Varcoe, all were successful. Four Judges are due for assessment in 2005.
- ii. The allocation of Judges for National Tournaments in 2005 has been difficult with most judges wanting the same shoots as last year leaving the least popular shoots tricky to fill. A large number of judges failed to reply at all which was disappointing.
- iii. The Judges Conference programme has been set out and this year will cover two half days over the weekend of 26th & 27th February. The reserved accommodation has already been filled and attempts are being made to get extra rooms at Lilleshall or accommodation nearby.
- iv. Several queries, ground checks and a complaint that was passed to the Director of Operations, have been dealt with.
- v. Information has been supplied with regard to the Judges requirements for their web page.
- vi. **Pam Tonkin asked if there had been any further progress on the funding of Judges for National Tournaments. Peter reported that he had corresponded with John Poyner about this and there seems to be no objection to passing the whole thing over to the Judges Committee. Although this does not solve the problem of the budget being inadequate for the expenses required it was thought that it would be more appropriate for the Judges Committee to deal with this. It was agreed that the task will be transferred from the National Tournaments Committee to the Judges Committee.**
- vii. Derrick Lovell mentioned the EMAU Continental Judges Scheme which he was originally asked to chair. Several names had been put forward for this scheme and when one judge had queried why he had heard nothing it was discovered that these names had not been passed on. It was not clear what the current situation is.

g. Chairman of National Tournaments Committee: Pam Tonkin. Written report supplied.

- i. The Junior Indoor Championships were held at Ryton on Dunsmore in December 2004 and Pam expressed her thanks to all those who helped make it such a successful event. The shoot was full on all three sessions and there was a waiting list. In the end all but five archers on the waiting list were able to shoot. This was the last time Ryton will be used as the venue for the shoot as it will move to Lilleshall in 2005. Pam reported that she was not overly upset about leaving Ryton as the facilities were now somewhat shabby and unsuitable. The 2005 Championships will be a two day event with 2 sessions a day for any bowstyle. The awards will be made after the second session on the Sunday.
- ii. All the tournaments for 2005 are now in place and working parties for each of the events are being finalised.
- iii. A request has been received from the Team Manager of the GB Disabled Squad to again use the UK Masters and the Premier Event as training shoots. This will need to be discussed before a decision is made.
- iv. The Chairman of the National Tournaments Committee is actively trying to resolve an administrative anomaly that occurred at the 2004 GNAS Premier Event.

h. Performance Director: Post currently vacant – No report.

6. SDP VERSION 5.

- i. Pam Tonkin and Nick Nicholson have been in discussion regarding the new version on the SDP. As the last version did not include a separate section for the National Tournaments Committee they have been trying to split the Target Committee's entry into the relevant areas.
- ii. All other Committee's SDP sections are ongoing. Peter Pendrey said he felt that everything was going ahead naturally regardless of the SDP and Nick Beeson commented that he felt the SDP wasn't as dynamic as it should be. Nick Nicholson pointed out that this will be the first time that the Chairmen have had the opportunity to personalise their areas of the Plan to reflect what the individual Committees are doing.

7. COMMITTEE REFERENCES: Nothing to report.

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

- i. Mike Shepherd asked if the practicalities of actually getting Rule changes into the Rules of Shooting could be made clear since the agreement at the previous meeting meant that no one sub committee was now totally responsible for this. It was pointed out that any future changes need to be worded to be consistent with the current version of the Rules. As Bob Tonkin had been instrumental in the re-write it was agreed that Mike should write to him to ask if he would act as Editor of the Rules of Shooting in order to make all new entries and amendments consistent with the style of English already used.

Mike Shepherd to action.

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

10. ANY OTHER BUSINESS

- i. Pam Tonkin reported that the National Tournaments Committee's aim is to get all the tournaments up to spec. To this end they are looking into purchasing another container and a second hand engraving machine. Back numbers were produced for last year's UK Masters. This was also done for the juniors which went down very well with them and it is planned to do this at all the shoots in 2005. A (vast) quantity of safety pins has been ordered for this purpose. Champions' medals for 1st, 2nd, 3rd and 4th are to be presented with ribbons and bars. Where all these things have been tried so far the response has been good and entries to the tournaments are on the increase.
- ii. The Committee were disappointed at the lack of receipt of awards for our successful international archers.

Meeting closed at 3.30p.m.

DATE OF NEXT MEETING:

The next Operations meeting will take place on 2nd April 2005.

Future dates for Operations meetings will be:

9th July 2005 (**Note:** this is a change of date from 2nd July),
1st October 2005, 7th January 2006, 8th April 2006.