

THE GRAND NATIONAL ARCHERY SOCIETY

MINUTES OF THE OPERATIONS COMMITTEE MEETING Held on 6th January 2007 At Lilleshall National Sports Centre

PRESENT:

Mr Mike Shepherd	Director of Operations
Mr Derrick Lovell	Chairman of Field Committee
Mrs Pam Tonkin	Chairman of National Tournaments Committee
Mr Peter Morris	Chairman of Judges Committee
Mr Nick Beeson	Chairman of Junior Committee
Mr Peter Pendrey	Chairman of Coaching Committee
Mr Ray Fields	Chairman of Disabled Committee

ALSO IN ATTENDANCE:

Mrs Linda Berry	Operations Office Senior Officer
Mr Eric Jackson	Director - Development & Marketing
Mrs Ann Shepherd	Minute Taker

For part of meeting only:

Mr David Sherratt	Chief Executive
Mrs Lynne Evans	GNAS Chairman
Mr Bob Tonkin	Re: Roses & Rule Changes

1. **APOLOGIES FOR ABSENCE** - None.
2. **MINUTES OF THE PREVIOUS MEETING**
The minutes were signed as a true record by the Director of Operations – Mike Shepherd.
3. **MATTERS ARISING**
 - i. Derrick Lovell reported that members of the Rules sub committee had met on the previous day. He said that although the subject of Rules could sit anywhere with the Judges overseeing these, it was becoming obvious that there were other functions that were carried out by the Target Committee that now seemed to have no specific place. Examples given were the Ranking Lists, Record Status approvals, etc. He said that the three smaller sections of the Society; Disabled, Junior and Field, all have their own committees but the majority of archers i.e. senior, don't have a committee to represent them. Mrs Shepherd (Minute Taker) referred to the minutes of the last meeting where this issue was discussed and said that Item c. regarding the creation of a Regional Liaison Officer (Structure and Future of the Operations Committee section of the minutes) had been agreed for this purpose. Nick Beeson admitted that he had not yet contacted all the Regions about this idea as had been minuted.
It was agreed that the idea still requires some thought. Many things are currently done on a grace and favour system by volunteers and a committee or body will still be needed to oversee these tasks and represent the senior element of the Society.

Mike Shepherd and Nick Beeson will both be attending a Northern Counties Committee meeting on the following Saturday and agreed that various ideas could be put to those in attendance to gauge opinion and from this a report could then be written to send to the other regions.

- ii. Longbow Rose Awards. Much discussion took place regarding the procedure required for issuing Longbow Roses. **It was agreed that the procedure should be the same for all the qualifying bow styles i.e. recurve, compound and longbow.** The only difference with the longbow awards is that although there will be separate awards for juniors, as with the other disciplines, the same badges will be used for the junior and senior awards. The reason for this is that it would be too costly to purchase stocks of separate junior badges for the actual numbers that would be required. Linda Berry quoted costs of around £400 for each separate badge (of which there are 6) and said that in total only 183 Longbow Roses had actually been awarded in the last 3 years.

Bob Tonkin to re-word relevant SAP.

- iii. Changes to List of Records. (Report from Bob Tonkin.) These changes have been prompted by FITA dropping some rounds. GNAS Rules have already been changed to accommodate this but some rounds still appear in the GNAS Records lists. It is recommended that records for these rounds should no longer be available. Bob reported that this will get rid of 8 records, and amend one, over the various styles, sexes and age groups. This was agreed. Bob will inform Karen Hodgkiss of this and it will be arranged for archives of the defunct rounds to be kept. Peter Pendrey asked the Chairman if a vote of thanks could be minuted to Bob for all the work he has done. This was agreed.

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

- i. Mike reported that Karen Hodgkiss has said that she would now like the same computerised system for Target Records as John Hartfield has set up for the Field Records. David Sherratt again said that if resources are required they would need to be budgeted for, unless, as with the Field Records, someone volunteers to help out. Some discussion took place regarding a spreadsheet and Word page archive that Bob Tonkin had set up several years ago. However it was felt that it would make sense to see if John Hartfield's system could be used especially as Karen is happy that this makes the job much easier. The main problem may be the time it will take to transfer the data to a new system. It had been suggested that Masters and Cadet records might be kept if the system of recording can be made easier. Pam Tonkin said that the problem here is that GNAS do not currently recognise Masters, a definition would be required and this would need to be put to the Board of Directors. Cadets also present a problem as the GNAS age groups are not the same as FITA's. It was agreed to look again at including Cadet records when the computer system at the Office has been changed. If this frees up time, including them will be considered. Nick Beeson said he was all in favour of this although he realises it could be tricky to get the details right. There was no support for including Masters Records.
- ii. The question of allowing Tournament Organisers to ban all-carbon arrows from Record Status shoots was again discussed. Pam Tonkin said there was no way to administer this as organisers are not required to send in entry forms when making applications. Several points were discussed including what constitutes a closed shoot and that it is the club that has the contract with the landowner so it is they who are ultimately responsible for finding arrows. It was agreed that if tournament organisers place any restrictions on legitimate equipment then this must be clearly stated on the entry form. This information will be put on a flier and will be supplied with the Record Status application forms.
- iii. The Chairman reported that, following a request for views in Archery UK, a lot of support for allowing colours other than green and white for trousers had been expressed. Discussion took place on the subject of lower garment colours and it was generally agreed that it was becoming obvious that members wanted colours that were more readily available. Peter Pendrey asked if it would be possible to amend the rules to state that jeans

and track suit bottoms would not be acceptable but this was not thought to be practical. Lynne Evans asked if it would be possible to restrict the type of shorts that could be worn. It was agreed to include the word 'tailored' in the Rules before any mention of the word 'shorts'.

Several requests have also been received to allow colours for 'sponsoring archery retailers'. This was discussed and there were no objections to these as long as they comply with Rule 307 and are registered as required in SAP 8.

It was decided that the following amendments be made to Rule 307 and SAP 8 and that these be advertised on the GNAS website and in the Spring edition of Archery UK in accordance with the Amendment Procedure.

Rule 307

- (b) & (c) Insert '*tailored*' before 'shorts'
- (e) Delete: '*Sweaters, cardigans blazers and other outer clothing may be worn provided that they comply with the requirements below:*'
- (e) (ii) Where 'A club county or region...' is mentioned this will be amended to read '*A club, county, region or sponsoring archery retailer...*' (2 instances)
- (e) (iii) This section to be replaced by the following text:
'The shooting colours of the Society shall consist of skirt, trousers or tailored shorts in plain dark green or white, as defined above. Registered upper garments shall consist of no more than four colours. Clubs may register an additional single colour for trousers, skirts and/or tailored shorts to match or compliment colours of upper garments and so produce a club uniform. If lower garment colours are not registered then the Society's colours for lower garments must be worn.'
- (e) (v) Amend text to read '*Blue denim, olive drab and camouflage patterns are not acceptable as shooting colours.*'

SAP 8.

- 3. Add (e) Insert text as follows: '*A single colour may be registered for lower body garments.*'
- 4. Delete section 4 completely as all information is already included in Rule 307.

- iv. An appeal has been received on behalf of a junior who has had his Record claim for a Short Metric 4 and a Long Metric 4 refused on the grounds that these are nested rounds and therefore not eligible for Records. The correspondent cites the fact that records are held for seniors for the Long Metric and Short Metric rounds and asks why the same is not so for the equivalent junior rounds. He also mentions the distance Records and asks why these are not classed as 'nested' rounds. Pam Tonkin said that the distances within a full FITA round are recognised by FITA for separate records and GNAS follows their lead in this. She also said that where Records for the senior Long Metric and Short Metric rounds have been awarded they have been shot as stand alone rounds and not as part of full FITA rounds. Only if organisers put on the Short and Long Junior Metrics as stand alone rounds can they then be used for Record claims. It was agreed that the procedure used is being applied consistently and therefore the claims being made in the case cannot be ratified.
- v. Several letters have been received from the parent of a junior asking that he be allowed to claim a record for a score shot in July. No application was made at the time and it is being stated that nobody told the child he might have broken a record. It has been pointed out that it is the archer's responsibility to put in Record claims and, this being the case, a claim cannot now be made.
- vi. Dover World Cup Event. To keep the members of the Operations Committee up to date Lynne Evans gave a progress report on this event. Mike Shepherd said he was worried

about the possible expense of the event and hoped that a repeat of the losses incurred at the World Indoor event in 1995 could be avoided. Lynne said that a Management group is overseeing the event and funding is coming from several sources.

- vii. David Sherratt reported on the progress of LOCOG (London Organising Committee Olympic Games). He said that all the work we have been doing as an organisation has been recognised and funding looks good for the future. David read out a 3 year programme for the Olympics and Paralympics including details for the recruitment of a Competition Manager and the infrastructure and backup that LOCOG are looking to put into place.

5. **REPORTS FROM COMMITTEES**

a. Chairman, Field Committee: Derrick Lovell.

- i. Minutes of the Field Liaison Officers meeting held in November 2006 were received.
- ii. Derrick reported that when nominations are next required for a member of the Field Committee there may be a nomination for someone from the same club as a current member of the Committee and asked whether this would present a problem. It was agreed there were no objections in principle and that all candidates should be assessed on their own merits.
- iii. White Peg Records. Derrick said that some of the junior white peg records have been missed out and he asked for the Committee's approval to go ahead and include these. He said this only applies to 2 or 3 records and that, for the first year, the Field Committee will just collect scores and will sort out the highest ones at the end of the year to start the Records. This was agreed.

b. Rules.

- i. Peter Morris reported that the Judges Committee had met to formulate how to proceed with regard to Rules. There are no problems currently and John Poyner has said that funds can be made available for future meetings. Minutes of the meeting were supplied.

b. Chairman, Junior Committee: Nick Beeson. Written report supplied.

- i. The November Challenge has again taken place with another record number of entries.
- ii. The annual 'assessment' process for the National Squad has taken place. The standard of technique appears to be much as before but there has been a small improvement in fitness levels. For the first time, assessments were made not only for those suited to the GB Squad level but also those who have been put forward for the 'Talent Identification' programme. It is now necessary to work out what we can do for those on this scheme in conjunction with the Performance Unit.
- iii. A number of queries received via the GNAS website are recurrent and will form the basis of a 'FAQ' section on the junior pages.
- iv. There is one question that has cropped up twice recently, on the subject of whether children with epilepsy can do archery. The standard answer is that it depends on whether a club is willing to take them on. Nick said he felt it would be beneficial to clubs to have some form of 'factsheet' to advise them. Ray Fields said that even at a club such as his own which deals with people who have a vast range of disabilities he would be very cautious about taking on anyone with a medical condition that could cause any form of collapse without warning. He stressed that a risk assessment should always be carried out as the club has an overriding responsibility for the safety of those involved.
- v. Ten archers have been invited to apply for Sports Aid grants.

c. Chairman, Coaching Committee: Peter Pendrey. Written report supplied.

- i. Congratulations go to David Clarke and Helen George who both received awards at the 2006 Coaching Awards held at the Dorchester Hotel, London on 13th December. In the Coaching Hall of Fame category David won the Dyson Award and Helen was voted Community Sports Coach of the Year.

- ii. Oliver (Ollie) Holt has been appointed as GNAS Coaching Development Project Manager and will take up this position on a full time basis in July 2007. In the interim Ollie will work on an as required/available basis supporting the work of the National Coach Development Officer and the National Coach Education Officer. Peter said he wanted it noted that this is a Coaching position and that Ollie should not be drawn into Performance Unit duties. He said he was worried that the PU may try to poach Ollie if this is not made clear.
- iii. A list of the subjects presented at the 2006 Coaching Conference was supplied.
- iv. Peter reported that the GNAS Office should be looking into coaches not being insured after the 1st of March this year with regard to anything related to Child Protection. This was something that cropped up in a talk by the insurers which was given to the Coaching Conference. Peter asked that David Sherratt be alerted to this. Linda Berry was able to say that discussions would be taking place with the insurers in February. It was stressed by Peter that this wasn't just relevant to archery but to all sports. He said that if coaches were going to need to find their own insurance he suggested that GNAS should be paying for this while coaches are not charging for their services. Eric Jackson said there may be a need to raise the GNAS insurance cover as there is already a claim being made in another sport due to a child protection incident that would overshadow our current figure.
- v. Some delays are being experienced on Coach renewals due to Alison Regan having left the post of Coaching Officer. Letters have been sent out to Regional Coaching Organisers (RCO's) warning them of this. Linda Berry said she is currently covering this job but as it is not something she normally does she is having to learn as she goes along. She also said that she had discovered that some Coaches do not have enough time left on their CRB checks in order to be renewed. They need to have more than 6 months left to run on these and they are all having to be passed on to Anne Rook to check. Peter said that, as we have been forced by legislation to implement these systems, we really need specifically dedicated office staff/support to cope with the workload.

Mike Shepherd to bring up at Board Meeting.

- vi. Peter asked if a definite answer could be obtained from the Board regarding the time committee personnel are allowed to stand.

Mike Shepherd to check this at Board Meeting.

- vii. Peter asked who has control of Committee budgets once they have been allocated. He said he was asking this question because, when he needed to replace his laptop, he still had to apply to the Office even though the money was there in his budget. The same problem had arisen with the purchase of a CD writer when David Sherratt had blocked the purchase of this item. Peter asked if committees were being asked to economise to cover things like the Dover World Cup. Eric Jackson denied that this was the case. Mike Shepherd said there should be no reason why people should not be reimbursed for legitimate expenses quickly.

d. Disabled Committee Representative: Ray Fields. Written report received.

- i. Ray has now produced a document entitled 'The Disability Discrimination Act: Some Guidelines for Archery Clubs.' and this has been checked and passed by the Society's solicitors. Ray now wants the document distributed so it will be made available on the GNAS website and will be printed in Archery UK.
- ii. GNAS Rule 1204(k). The present wording of this rule is inconsistent with the inclusion of VI archers by IPC. It states that tactile sighting devices may only be used by VI archers who cannot use a bow sight or adapted bow sight. As the IPC rule requires the wearing of a blackout by all archers, regardless of acuity classification, the following was suggested as an alternative:

1204(k) 'Tactile sighting devices may only be used by VI archers who cannot use a bow sight or adapted bow sight. An exception to this rule can be made where an archer who is registered blind wishes to shoot for an IPC performance score. In this case a tactile aid

may be used but the archer will wear a blindfold which must be put in place whilst behind the waiting line and not be removed until the archer returns behind the waiting line.'

This was agreed and will be printed in the Spring edition of Archery UK in accordance with the Amendment Procedure.

- e. Chairman, Judges Committee: Peter Morris.** Written report supplied.
- i. All the invitations for 2007 tournaments were sent out to Regional and National Judges and replies were dealt with by the Committee last November.
Mike Shepherd said he had received a letter querying the allocation of Judges to National Tournaments. This was discussed and it was agreed that several criteria were used including:
 - Availability of suitably qualified judges
 - Judges proximity to tournament location
 - Whether tournament organisers are happy to accept the judge in question
 - Whether teams of judges can work togetherThis was agreed as fair and was considered appropriate to get the best and most economical results.
 - ii. Three National assessments were carried out and Peter said he was pleased to announce that Pam Weeds, Pam Jones and Richard Breese were all successful in becoming National Judges.
 - iii. Peter reported that the Judging fraternity had been saddened to hear of the death of John Carder, one of the longest serving Regional Judges.
 - iv. The National Judging Scheme Handbook has been adjusted and updated along with a J10 and a J10 has been initiated for Candidate Judges.
 - v. Peter reported that the Committee are hoping to record all Judges who have officiated at Head to Heads as this information will help when allocating positions at future National Tournaments. Head to Heads will feature heavily at the Judges Conference.
 - vi. The Judges Conference will be held on 24th & 25th February and most places have now been filled.
 - vii. A lot of time has been spent on preparing the way forward for the Rules Committee set up. Several names have been discussed as specialists in their own right and other names have been suggested of those who could be co-opted when required. One permanent member would be Bob Tonkin as the scribe for the Rules of Shooting and the SAPs.
 - viii. Peter Pendrey asked if/when Judges would start to charge for their services. Derrick Lovell said they do in the Netherlands and said he would investigate this.
- f. Chairman, National Tournaments Committee: Pam Tonkin.** Written report supplied.
- i. Mike Shepherd read out a letter he had received from the parent of a junior who had attended the Junior National Indoor Championships (JNIC). The writer complimented the organisation of the event and the behaviour of the juniors who attended it. Pam was congratulated on the event's success.
Pam reported that some 315 juniors entered the tournament, another increase on previous years' numbers.
There has been a request from a parent about finding a venue big enough to host the JNIC on one day. One of the halls at Stoneleigh had been mentioned and Pam, having done some comparisons for this, reported that it would not be a viable proposition due to the cost.
 - ii. The National Clout Championships were held on 21st October, two weeks later than usual due to the availability of the venue. Around ninety archers shot and, thanks to the raffle that is held at the Senior Indoor Championships, five new trophies were presented. It is hoped in future to provide more trophies to cover the Barebow categories. Future National Clout Championships will continue to be held on the third Saturday in October.
 - iii. The Indoor Team event that had been proposed for January 2007 has had to be cancelled due to lack of entries. This information has been put on the GNAS website and all teams who had entered have been informed and thanked for their support. All the work for the event has now been filed in case it is required in the future. GNAS will have to pay the

- cancellation fee for accommodation at Lilleshall for the 15 judges and the working party but this was thought preferable to running the shoot with the probability of a greater loss.
- iv. The 2007 National Indoor Championships will be held on the 17th/18th February following a request from the Performance Unit. In the past GB Team archers had been unable to attend the event due to International commitments.
 - v. Director of Finance, John Poyner, has given permission for the purchase of three more Damage Display Units for use at National events.

g. Performance Manager: Barry Eley.

- i. An Olympic Selection Policy document was received from Barry by e-mail.
- ii. Nick Beeson reported that it has been agreed that the criteria for Junior GB selection will drop to 2 FITAs or 2 six dozen at 70m or 60m (dependant on age of junior) rounds or one of each. This will make it easier for juniors to get the scores especially as there are very few 60m rounds available for them.

6. MATTERS ARISING FROM REPORTS - None.

7. COMMITTEE TERMS OF REFERENCE.

- i. These have all now been received. Derrick Lovell suggested that each document be prefaced with the following:
'The (insert relevant name i.e. Field) Committee is responsible through its Chairman to the Director of Operations for the management of GNAS (insert relevant description i.e. Field Archery). This includes (but is not limited to):'
This was agreed.

8. STRATEGIC DEVELOPMENT PLAN. VERSION 6.

- i. Eric Jackson reported that no further progress has been made.

9. RULE BOOK & SAP's. - Dealt with previously.

10. FITA INFORMATION & RULE CHANGES.

- i. The FITA website needs to be checked regularly for updated information. Linda Berry will also be kept informed of any changes so that she can pass information to relevant Office staff.

11. ANY OTHER BUSINESS.

- i. Ray Fields reported that the Talent Search process is well in hand and the first assessment session is due to take place in February where 14 archers will be involved.
- ii. Ray Fields said that this may be his last Operations Meeting as he may have problems getting to the next one and it is his intention to stand down as Chairman of the Disabled Committee. He thanked everyone for the welcome he had received and said that it had been a wonderful opportunity to learn a great deal. Mike Shepherd thanked Ray for his efforts and said that he would be sorry to lose him.
- iii. Pam Tonkin asked about the Ranking criteria for 2007. It was agreed that this should remain the same as in previous years and will be published as usual in Archery UK.
- iv. Derrick Lovell reported that the Society have been offered a 4th Field World Ranking tournament. There are usually only a maximum of three in a year but because we are hosting the World Test Tournament on 8th/9th September 2007 it will classed as an extra one.
- v. Eric Jackson talked about Sport Structures, the company who are being employed to do things that we can no longer find time for as volunteers. GoodForm have also been taken

on to raise awareness of things like sponsorship etc. Everyone is working in partnership. Eric said they are also looking at raising funds by doing things we may not have considered before eg. making a charge for badges for Rose Awards.

Meeting closed at 3.50 p.m.

DATE OF NEXT MEETING:

The next Operations meeting will take place on 31st March 2007.

Future dates for Operations meetings will be:

5/6th May 2007 (Workshop and Induction meeting)

7th July 2007

6th October 2007

5th January 2008

5th April 2008