



# **Commonwealth Games Association of Jersey**

## **Team Development Process 2022 Games**



# Commonwealth Games Association of Jersey Team Development Process – 2022 Games



## Summary of Changes from 2018 Team Selection Process

### Eligibility Rules:

- These now allow for a “less than 5-year residency rule” and “grandparent born in Jersey” connection provided that the CGF amend their requirements in this regard, as is currently proposed. This only applies to Member Sports whose international governing bodies do not already recognise Jersey, in which case their eligibility rules will apply instead. We will keep you posted.
- These now highlight the responsibility of Athletes and Member Sports to ensure their eligibility to compete for Jersey (including holding a British Passport) and to do so as early as possible in the Games cycle. Do not to leave it until after selection, it will likely be too late.

### Team Selection Process

- The procedure is now clear, there are two separate processes, first to apply to validate athletes and second (and only after the validation stage is complete) to nominate athletes for selection. It will not be possible to apply to both validate and select an athlete at the same time.
- The process now requires Member Sports to prepare an Athlete Ranking of the athlete nominations they submit for Selection, which will be used in making provisional selection of Validated Athletes. The entire process is amended to take account of the effect of the maximum Team Size and allows time for any Appeals to take place at each point before moving on to the next stage.

### Appeals Process:

- In the interests of transparency and objectivity, there are now fewer categories of decision of the Validation Group that may not be appealed against. There are still a few, and these include matters where, as part of the revised Team Selection Process, the Member Sport has itself made choices and decisions that have led to an athlete not being validated or selected.
- As the Validation and Selection process are now two separate processes, Member Sports need to ensure that their internal appeal processes adequately deal with the new Team Selection Process, including providing for, and allowing time for, athlete appeals to their sport where their sport chooses not to apply for their validation, not to nominate them for selection, or the athlete disagrees with their Member Sport Athlete Ranking.
- The mandate of the Appeals Panel now contains a detailed description of the basis upon which any appeal should be decided together with new/extra governance rules on how any meeting of the Appeal Panel should be conducted.

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## Member Sport's Designated Representative:

- A specific role has been created for the person appointed by each Member Sport to represent it in its dealings with the Validation Group and generally being the point of contact between, on the one hand, the Member Sport and its Pathway Athletes and, on the other hand, the Validation Group.
- Given the nature of the role, the Sports Designated Representative shall have the right to attend (one of three places available to the sport) at any Appeal Hearing that the member sport may become involved with.

## Selection Criteria

- This requirement is amended to reflect the shift in emphasis away from the need to evidence commitment to a specific training regime, to the need to commit to more and better-quality competition and produce better evidence of the quality of results achieved demonstrating athlete development over the Qualifying Period.

## Conflicts of Interest

- The rules on Conflict of interest applicable to members of the Validation Group and the Appeals Panel have been extended to provide that the conflicted member may withdraw from the meeting voluntarily or be asked to withdraw from the meeting after speaking, if he/she so wishes, to allow the other members to discuss and vote on the matter in private.
- It is also now clear that any decision taken with the assistance of a vote or votes from a person who is conflicted shall be void upon proof to that effect.

## Terminology Changes

- The term "Team Jersey" has been changed to the terms "the Jersey Team" or "the Team" for consistency with other documents and branding.
- The term "Team Selection Process" was previously used interchangeably to mean both the entire "end-to-end four-year process" of developing and selecting the Team for the Games and simply the athlete validation and selection process that takes place immediately prior to the Games.

To avoid confusion the term "Team Development Process" is now used to describe the four year end-to-end process and the term "Team Selection Process" (which is part of the Team Development Process) is used to describe the athlete validation and selection process immediately prior to the Games.

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# Commonwealth Games Association of Jersey Team Development Process – 2022 Games



## Executive Summary

### Introduction and Core Principles

This paper sets out the key features and the core principles of the Team Development Process that will support the selection of the Team representing the Commonwealth Games Association of Jersey (the “CGAJ”) at the 2022 Games.

The Team Development Process spanning the four-year games cycle and beyond, is a collaborative process between the CGAJ, its Member Sports and the Athletes seeking selection for the Team. It is intended to be clear, unambiguous, objective and transparent for all involved, ensuring fairness and consistency of treatment as between Athletes and as between Member Sports.

The Team Development Process, including in particular, the rules on Athlete Eligibility and the Team Selection Process carried out shortly before the Games, is subject to such overriding rules and conditions as the Commonwealth Games Federation (“CGF”), the international governing body of the Games, may impose from time to time.

Ultimately this Team Development Process supports the CGAJ’s objective to achieve successful athlete performances at the Games.

### Key Components

The key components of the Team Development Process, each of which are explained in more detail later in this paper, are

1. **Athlete Registration** – including who is eligible to compete for Jersey and when and how to apply for registration as Pathway Athletes.
2. **Approval of the Selection criteria of each Sport** – what Pathway Athletes need to achieve.
3. **The Team Selection Process** – when and how the Team is selected, which includes:
  - a. **Athlete Validation** – of Pathway Athletes by the Validation Group to confirm they have indeed achieved the requirements set out in their sport’s Selection Criteria;
  - b. **Nomination for Selection** – by the Member Sports of Validated Athletes;
  - c. **Provisional Selection** of Nominated Validated Athletes for the Team by the Validation Group; and
  - d. **Final Selection** of the Team and Team announcement.

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## • Roles & Responsibilities – Who does what?

**Member Sports** – The Member Sports of the CGAJ that may be competed at the Games and whose Athletes will make up the Jersey Team.

**Pathway Athletes** – Athletes from all Member Sports of the CGAJ who wish to be considered for selection for the Team, who must be eligible to compete for Jersey at the Games and who must register onto the Pathway with the Validation Group.

**Member Sport's Designated Representative** – The person authorised by each Member Sport, to represent them and to liaise with the Validation Group during the Qualifying Period in relation to all aspects of the Team Development Process.

**Validation Group** – The CGAJ committee that works with each Member Sport, through its Designated Representative, to establish their Sport's Selection Criteria at the beginning of the Qualifying Period and oversees the Team Selection Process at the end of the Qualifying Period.

**Appeals Panel** – The CGAJ committee available to review decisions of the Validation Group in accordance with the mandate for the Appeals Panel set out in this Team Development Process.

**Chef de Mission (CdM) and General Team Manager (GTM)** - The CdM supported by the GTM are the elected team officials primarily responsible for managing the Jersey Team once selected.

**Athletes' Representative** – The Athletes' Representative is an elected CGAJ and team official whose primary role is to assist and represent the interests of Athletes.

## • Eligibility – Who is eligible to compete for Jersey at the Games?

Athletes wishing to compete for the Jersey Team must meet the Eligibility Rules detailed in this paper. Early in the Qualifying Period all Member Sports and their Athletes should read these Eligibility Rules carefully and if they are in any doubt whether they are eligible to compete for the Jersey Team at the Games, their Designated Representative should check with the Validation Group.

## • Registration as Pathway Athletes – When and how to sign up?

Athletes wishing to compete for the Jersey Team and supported by their Member Sport, must apply, through their Sport, to be registered as a Pathway Athlete at the beginning of the Qualifying Period and in any event no later than December 31, 2019.

## • Qualifying Period – how long is it?

The Qualifying period shall run from May 31, 2018 until 30th September 2021.

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## • Selection Criteria – What Pathway Athletes need to do?

**Selection Criteria** will be agreed between the Validation Group and each Member Sport at the beginning of the Qualifying Period setting out the basis upon which selection will be made for that Member Sport and will cover the following areas:-

**Preparation** - Athletes will be expected to commit to a program of high quality national and international standard competition throughout the Qualifying Period with the intention that the results and performances at such competitions are analysed in sufficient detail to allow them to demonstrate athlete development over the period and used as evidence in support of athlete validation and nomination for selection during the Team Selection Process.

Note that although Athletes are expected to commit to and demonstrate an appropriate strict regime of planned training throughout the Qualifying Period, there is no longer any requirement to produce periodic evidence that they have done so, as in the 2018 Games cycle. However, Member Sports will be asked to update the Validation Group on progress of Pathway Athletes from time to time, during the Qualifying Period, which will be taken into account as part of the Team Selection Process.

**Performance** - Athletes will be required to show their results or performances at relevant events during the Qualifying Period as measured against minimum clearly stated Performance Indicators (e.g. a time distance, score or position, or a combination of them set out in the Selection Criteria).

**Guidance on content of Selection Criteria** - Selection Criteria and Performance Indicators should be benchmarked against a “top 50% placing”, or “Round of 32” in the case of knock out events, at the previous Games. Further guidance is provided in the body of this paper.

## • Maximum Team Size

The CGF will impose a maximum team size for the Jersey Team, likely to be 33 Athletes, for all Member Sports. The Team Selection Process is designed to accommodate this constraint. The maximum team size will be announced when it is confirmed by the CGF but for the purposes of this paper it has been assumed to be 33 athletes.

## • Team Selection Process

Team Selection at the end of the Qualifying Period is a four-stage process:-

- a. **Athlete Validation** (by Validation Group of Applications made by their Member Sport)
- b. **Nomination for Selection** (Nomination by each Member Sport of Validated Athletes for Selection including a ranking of their Athletes);
- c. **Provisional Selection** (by the Validation Group guided by the Athlete Rankings); and
- d. **Final Selection** (of up to 33 Athletes (maximum team size) forming the Jersey Team).

If there are 33, or fewer, Validated Athletes Nominated for Selection, then the Provisionally Selected Athletes are likely to become the Final Selected Athletes and no further Final Selection stage will be required.

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Unlike previous Games cycles, and to avoid complications and potential delays, it is intended that the 4 stages of the Selection Process will be carried out separately from each other and subject to separate deadlines. Each stage will be completed before the next stage starts.

It will not be possible for a Sport to apply to have a Pathway Athlete validated and to nominate that Pathway Athlete for selection at the same time. **Please take careful note the Timetable – Key Dates.**

The reason for having each of these separate stages, is to take account of the possibility that successful appeals may be brought which may have an impact on the number of provisionally selected athletes and require the Validation Group to restrict the Team size in accordance with the maximum team size requirement.

Athletes will be notified after the Provisional Selection and again after Final Selection.

The Final Team Announcement will be made after Final Selection.



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## Timetable – Key Dates

	Key Team Development Stage	Commencement Date/ Deadline Date	Commentary	Ref
	<b>Pathway Registration</b>			
1	Qualifying period begins.	May 2018	At Registration each Pathway Athlete will be required to provide details of results achieved since May 2018.	<b>4.5.j</b>
2	Application by Member Sport to Register an Athlete	From January 1, 2019 Deadline 31 December 2019	Allows time for athletes to decide whether they wish to commit to the Pathway & the Team Development Process. Normally applications will not be possible after the stated Deadline.	<b>7.2.a &amp; 7.2.b</b>
3	Previously unidentified athletes, late registration	Late applications of 'Unknown' athletes 7 October 2021	Late applications must be made promptly once the athlete is identified, and in any event, not later than the last date to apply for athlete validation.	<b>7.2.d &amp; 7.2.f</b>
4.	Last date to satisfy conditions set where Provisional registration is granted pending resolving concerns over athlete Eligibility.	September 30, 2021	This allows time for an athlete to achieve eligibility requirements. Note any CGF dispensation must have been heard no more than 12 months before opening ceremony.	<b>7.2.c &amp; 3.3</b>

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## Timetable – Key Dates – continued

	Selection Criteria			
4	Submission of Selection Criteria by Sport	From April 2019 1 <sup>st</sup> Deadline 20 July 2019 2 <sup>nd</sup> & Final Deadline 2 November 2019	To allow time for the Sports to develop and agree their Selection Criteria. Validation Group will meet 7 days after these dates.	<b>7.3.e</b>
5	Approval of Selection Criteria by Validation Group	By 20 September 2019 or By 31 December 2019	To allow time for the Validation Group to review and approve Selection Criteria in consultation with the Member Sport	<b>7.3.j</b>

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## Timetable – Key Dates – continued

	Team Selection Process			
6	Application by Sports for validation of Pathway Athletes	From 1 July 2021 Final Deadline 7 October 2021	Allows just over 3 months to apply for athlete validation in the year before the Games	<b>7.5.iii</b>
7	End of Qualifying Period	16 September 2021		<b>4.5.j</b>
8	Last date for Validation Group to validate Athletes	21 October 2021	The 18 day period to the next stage, “Nominations for Selection” allows for any appeals against athlete validation decisions and any appeals by athletes under the Member Sports’ internal appeal processes.	
9	Nominations by Sports for Athlete Selection	From 9 November 2021* Final Deadline 7 December 2021	Only Validated Athletes may be nominated. *Sports may only make Nominations once their own appeal period in respect of nominations for selection has elapsed or their appeals have been completed.	<b>7.5.bi</b>
9	Provisional Team Selection by Validation Group	By 18 December 2021	The next stage “Final Selection” may not be required if there are fewer athletes selected than the maximum team size and/or there are no appeals to the Provisional Selection	<b>7.5.c</b>
10	Final Selection by Validation Group	By 29 January 2022	This allows for appeals from Provisional Selection and/or reduction in Team size if appeals result in more athletes provisionally selected than max team size	<b>7.5.d</b>
11	Announcement of Jersey Team	By 30 January 2022		<b>7.5.f</b>
12	Opening Ceremony B2022	27 July 2022		

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## 1. Core Principles

The core principles underpinning the Team Development Process for the Jersey Team representing the CGAJ at the Commonwealth Games are as follows:

- 1.1. The Team Development Process shall be subject to any overriding rules or conditions imposed by the CGF from time to time (including specifically the CGF eligibility rules, the maximum team size and event specific entry conditions).
- 1.2. The Team Development Process shall be as clear, unambiguous, objective and transparent as possible for all involved, ensuring fairness and consistency of treatment as between Athletes and as between Member Sports. Each of the CGAJ, its Validation Group and its Member Sports and their Athletes shall have a common understanding of the Team Development Process; the Team Selection Process; and the Selection Criteria that will form the basis of selection for each Member Sport.
- 1.3. Responsibility for preparing each Member Sport's Selection Criteria, which form the basis of this Team Development Process and the Team Selection Process, rests with the Member Sports, subject to oversight by the CGAJ's Validation Group, to ensure consistency between Member Sports and adherence to the overall guidance and objectives of the CGAJ as set out in this Team Development Process.
- 1.4. The Team Development Process shall be effective in ensuring that the objectives of the CGAJ for a successful participation by Athletes selected to represent the Jersey Team at the Games are achieved and that in practice those Athletes and officials who warrant and deserve selection are selected.
- 1.5. The Team Development Process may be changed by the CGAJ Council from time to time upon recommendation by the Validation Group, in the light of experience (it is anticipated that it will be reviewed at the beginning of each Games cycle), but not so as to materially affect the Team Development Process during a games cycle, save and except for changes driven by unforeseen circumstances.

## 2. Eligibility Rules

- 2.1. Member Sports and each potential Athlete should review the rules on Eligibility detailed in the CGAJ Regulations and summarised below with some additional notes. Athletes wishing to compete for Jersey must meet these Eligibility Rules and will be asked to confirm that they do so at the time of registration as a Pathway Athlete.

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- 2.2. The Validation Group may register those Athletes who provide evidence proving satisfaction of the Eligibility Rules and may provisionally register Athletes who they believe are reasonably likely to satisfy the Eligibility Rules by the deadline set out in the Timetable – Key Dates.

Whilst the Validation Group, if asked, can assist, it is each potential Athlete supported by their Member Sport who are primarily responsible for ensuring at an early stage that they are eligible to compete for the Team.

- 2.3. In order to be eligible to compete in the Games as a member of the Jersey Team an athlete must be the holder of a British passport;

- 2.4. An Athlete will be eligible to participate as a member of the Team at the Games if he/she meets any one of the following criteria:-

2.4.a. He/she is born in Jersey; or

2.4.b. He/she has a parent that was born in Jersey; or

2.4.c. He/she is resident in Jersey and has represented Jersey on the last occasion that he/she participated in the Games.

- 2.5. If none of the criteria set out in 2.4 above apply, an Athlete may also be eligible to participate as a member of the Team at the Games if:-

2.5.a. He/she has resided in Jersey for a continuous period of at least 5 years (counted back from the date of the Opening Ceremony of the Games) and has qualified residential status in accordance with the island's housing regulations; or

2.5.b. He/she falls outside these housing regulations but has otherwise resided in the Jersey lawfully as a lodger or licensee for a continuous period of at least 5 years (counted back from the date of the Opening Ceremony of the Games);

and in either case,

2.5.c. He/she has obtained dispensation in accordance with Article 24.5 of the Commonwealth Games Federation ("CGF") Constitution.

- 2.6. The CGF are currently debating proposals that will amend the Eligibility rules by (i) extending the "country of birth" connections (as per para 2.5 above) to also include having a grand-parent born in Jersey; and (ii) reducing the continuous period of residence (as per para 2.5 above) from 5 years to 3 years.

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These proposals would apply only to any Member Sport whose international governing body does not already recognise the Island of Jersey as an independent state in international competition. Where the Member Sport's international governing body does already recognise the Island of Jersey as an independent state in international competition, the eligibility rules of that Member Sport's international governing body shall apply.

Member Sports will be advised if and when the CGF adopt the new proposals, including identifying those sports whose international governing body's eligibility rules would apply rather than the new CGF Rules.

CGAJ has supported these proposals and if they are brought into force by the CGF the CGAJ's eligibility rules will be deemed to have been amended accordingly with immediate effect.

### 3. Explanatory Notes on Eligibility

Member Sports and potential Athletes should also take note of the following further explanatory notes on the Eligibility Rules outlined above:

- 3.1. An athlete who has previously participated as a member of the Jersey Team at the Games having established eligibility under the rules set out in **2.5** above and having been given CGF dispensation at that time under the rule set out in **2.5.c.** above remains eligible to compete for the Team in future Games.
- 3.2. An athlete seeking to become eligible to compete for the first time as a member of the Jersey Team in accordance with the rules set out in **2.5** above, must seek and obtain CGF dispensation. Whilst CGAJ would normally expect CGF to grant dispensation under Article 24.5 of the CGF constitution for any athlete that meets the criteria in the rules set out in **2.5.a** or **2.5.b** above, this decision is not taken by the CGAJ, nor is it under CGAJ control. It is not beyond the realms of possibility that CGF, who do take this decision, may at their discretion seek to apply a different period of residence or decline dispensation for reasons of their own.
- 3.3. Any such application for dispensation from the CGF needs to have been made and dispensation granted before 12 months before the Opening of the Games. The CGF will not now accept applications to be heard after this date. Accordingly, the application must be made as early as possible, and in any event, no later than 18 months before the Opening of the Games in order to be confident that it can be completed ahead of the CGF deadline.

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- 3.4. Whilst CGF dispensation may be sought for Athletes who have had a shorter period of residence in Jersey or there may be other relevant circumstances that might warrant seeking the dispensation (CGF do have discretion in this respect), the likelihood of such applications to CGF being successful is less certain (unless of course the CGF change their rules as mentioned in para **2.6** above) and the CGF would have to be convinced of the reasons for relaxing their rules.
- 3.5. An athlete who has represented other CGA's at the Games but now wishes to claim eligibility to compete for the Jersey Team under rule **2.5** above will, in addition to meeting the above criteria, also need to get clearance from each of:-
  - 3.5.a. the CGA they previously represented;
  - 3.5.b. their International Sporting Federation;
  - 3.5.c. their Jersey Sporting Association;in each case by 31 December 2020.

If an athlete is considering claiming eligibility by virtue of residence in Jersey as per rule **2.5** above it is therefore crucial that this process is started as early as possible and not left until after the deadline set out in this Team Development Process, by which time it may be too late.

Furthermore it is also important for any such athlete to remember that they must also still be the holder of a British Passport and, if this is not the case, it is also crucial that any passport application is made as early as possible and not left until after the deadline set out in this Team Development Process, by which time it may also be too late.

- 3.6. A Pathway Athlete, who either initially intends to compete as a member of the Jersey Team at the Games, or has already competed as a member of the Team at a previous Games and then considers competing for another CGA, should consider carefully the implications of reaffiliation and the possible adverse impact on their ability to return to represent the Jersey Team in the future. Reversal of the process cannot be guaranteed.

Should such Pathway Athlete decide to compete for another CGA after CGAJ has incurred costs in its arrangements for the athlete to compete for the Jersey Team, CGAJ reserve the right to recover such costs from the Pathway Athlete or their Member Sport.

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- 3.7. Any potential Athlete (or their Member Sport), who is unsure of their eligibility to compete for the Jersey Team at the Games under these rules, is strongly urged to consult the Member Sport's Designated Representative as early as possible in the Games cycle. They will work with the Validation Group to review their eligibility status, attempt to gain full eligibility if possible and confirm their registration as a Pathway Athlete prior to the deadline (see Timetable – Key Dates). This will maximise the chances of gaining eligibility and avoid the risks of severe disappointment if the deadline is passed.



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## 4. Team Development Process – Roles & Responsibilities

### 4.1. Background

The Team Development Process for the Jersey Team takes place over the 3 to 4 year period prior to the Opening Ceremony of the Games. The key groups and individuals involved in the process are:-

- Member Sports
- Pathway Athletes
- Member Sport's Designated Representative
- Validation Group
- Appeals Panel
- Team Officials - Chef de Mission (CdM) & General Team Manager (GTM)

Their respective roles and responsibilities and the related governance arrangements are set out below:-

### 4.2. Member Sports

At the time of writing the CGAJ has 14 Member Sports, most (but not all) of which are sports that will be competed at the Games. Member Sports work with their Athletes and the Validation Group to identify and register Pathway Athletes, establish Selection Criteria for their Member Sport and for those of their Athletes that they consider have met their Selection Criteria they apply to have them validated and, if they are validated, they nominate them for selection.

### 4.3. Pathway Athletes

Member Sports may apply to register any of their Athletes, who wish to be considered for selection for the Team **and** who are eligible to compete for the Jersey Team at the Games, as Pathway Athletes at any time during 2019. If there are eligibility issues in relation to an athlete they may be provisionally registered as a Pathway Athlete provided that those issues are resolved and their registration is confirmed before the deadline specified (See Timetable – Key Dates).

### 4.4. Member Sport's Designated Representative

At the beginning of the Qualifying Period each Member Sport shall appoint one person authorised to represent them and to generally act as a point of contact between, on the one hand, the Member Sport and its Pathway Athletes and, on the other hand, the Validation Group.

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4.4.a. The main responsibilities of the Designated Representative will be:

- i To liaise with the Validation Group in connection with the application for registration of Pathway Athletes
- ii To liaise with the Validation Group in preparing and reaching agreement upon their Selection Criteria.
- iii To liaise with the Validation Group in overseeing athlete preparation during the Qualifying Period.
- iv To be available to attend or to request to attend as and when necessary meetings of the Validation Group
- v To be available to attend as and when necessary meetings of the Appeals Panel.
- vi To generally act as a point of contact between, on the one hand, the Member Sport and its Pathway Athletes and, on the other hand, the Validation Group.

4.4.b. It is up to the Member Sport when and how they appoint their Designated Representative, but this should be done in time for them to be available for any consultation needed during the preparation of the Member Sport's Selection Criteria.

4.4.c. The Designated Representative should be given the authority to properly represent the views of the Member Sport, although the governing body of the Member Sport will still need to provide any formal "sign-off" of documents such as the Member Sport's Selection Criteria, Pathway Athlete Registrations or Athlete Applications for Validation or Nominations for Selection.

## 4.5. Validation Group

At the beginning of the Qualifying Period (during 2019), the Validation Group will receive applications for Pathway Athlete registrations and will work with the Designated Representative of each Member Sport to establish their respective Selection Criteria. During the Qualifying Period (See Timetable – Key Dates) it will oversee the athlete preparation through liaison with Designated Representatives for each Member Sport and at the end of the Qualifying Period it will oversee the Team Selection Process based upon Athletes Applications for Validation submitted by their Member Sports.

4.5.a. At least 30 months prior to the Opening Ceremony of the next Games, the CGAJ Council shall elect a Validation Group consisting of the President, Secretary General and five elected members (not necessarily CGAJ Council delegates). The five elected members shall elect a Chairman from their number.

4.5.b. Nominations for the Validation Group shall be made in writing signed by the nominee (confirming their willingness to act) and by two persons being either CGAJ Council

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delegates or officers of one or more Member Sport's governing bodies, or Officers of the CGAJ. In the event that insufficient nominations are received to fill the vacant spaces on the Validation Group, nominations may be taken from the floor of the CGAJ Council if proposed and seconded by two Council delegates.

4.5.c. Where (i) the CGAJ Council fails to elect five members; or (ii) a vacancy arises during the Games cycle; the Validation Group shall have the power to co-opt persons (not necessarily CGAJ Council delegates). Any such co-opted members shall be notified to CGAJ Council at the next available opportunity, but such notification shall be for information and not for approval purposes.

4.5.d. The President and Secretary General shall be entitled to attend and be heard, but shall not be entitled to vote, at meetings of the Validation Group. Each elected member of the Validation Group shall be entitled to one vote unless conflicted (see para 13 "Conflicts of Interest" below) and in the event of a tied vote the Chairman shall have a second casting vote.

4.5.e. A Validation Group meeting shall be quorate with at least 50% of voting members present and able to vote i.e. not conflicted.

4.5.f. At the start of the Qualifying Period the primary responsibilities of the Validation Group are:-

- i To make recommendations to CGAJ Council to update approve and publish the Team Development Process applicable for the forthcoming Games cycle including as a minimum:
  - An agreed a timetable for the key elements of the 'Team Development Process' leading up to the Opening Ceremony of the next Games.
  - Guidance for each Member Sport on the format and content of the Selection Criteria.
  - Rules on athlete Eligibility to compete for the Jersey Team at the Games.
  - The Team Selection Process.
  - The Appeals Process.
- ii To register Athletes as Pathway Athletes aiming to be selected as a member of the Jersey Team at the Games and review their eligibility
- iii Following consultation with each Member Sport via their respective Designated Representatives, to agree and publish the Selection Criteria for each Member Sport

4.5.g. During the Qualifying Period the primary responsibilities of the Validation Group are:-

- i To agree on the qualities and experience required of nominees for the positions of Team Managers and distribute such agreed qualities and experience as advice to Member Sports.
- ii To endorse the selection of Team Managers in consultation with the Chef de Mission.

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- i To publish guidance and a template to each Member Sport on the presentation of the evidence as to how each proposed athlete has met their respective Selection Criteria.
  - iii To liaise with the Designated Representative of each Member Sport to oversee the progress of Pathway Athletes in achieving the requirements of their respective Selection Criteria.
  - iv To confirm that all nominated Athletes meet the eligibility requirements as set out herein and, in the Constitution, & Regulations. *(Note that **primary responsibility for ensuring eligibility rests with the Member Sport and the Athlete** and that they should have confirmed this aspect for themselves well before this stage in proceedings.)*
- 4.5.h. At the end of the Qualifying Period the primary responsibilities of the Validation Group are to oversee the Team Selection Process including:
- i To receive applications to validate athletes from Member Sports and apply the agreed Selection Criteria as a basis for validating athlete applications.\
  - ii To apply the agreed Selection Criteria as a basis for validating athlete applications.
  - iii To receive nominations for selection, including ranking, of Validated Athletes from Member Sports
  - iv Make the Provisional Selection of the Team and the Final Selection of the Team
  - v Consider whether all nominees (Athletes/managers/coaches) are suitable ambassadors for their sport and for the Jersey Team before during and after the Games.
- 4.5.i. At any time during the Qualifying Period the primary responsibilities of the Validation Group are to de-register or de-select Athletes/managers/coaches who either wish to be de-registered or de-selected or who fail or refuse without reasonable cause to comply with the requirements of this Team Development Process.
- 4.5.j. The Validation Group shall publish dates that establish the dates upon which the Qualifying Period begins and ends (See Timetable – Key Dates)

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## 5. Chef de Mission (CdM) & General Team Manager (GTM)

The CdM supported by the GTM are the elected team officials primarily responsible for managing the Team once it has been selected, before, during and after the Games.

- 5.1. At least 30 months prior to the Opening Ceremony of the Games, the CGAJ Council will appoint a Chef de Mission and a General Team Manager from nominations submitted by Member Sports.
- 5.2. Nominations for the CdM and GTM shall be made in writing, signed by the nominee (confirming their willingness to act) and by two persons being either CGAJ Council delegates or officers of one or more Member Sports governing bodies, or Officers of the CGAJ, together with a CV to the CGAJ General Secretary at least 2 months prior to the deadline for the appointment.
- 5.3. The Chef de Mission supported by the General Team Manager will be in overall control of the administration of the Team, once it is selected, and of Team members whilst travelling and attending the Games.

## 6. Athletes' Representative

- 6.1 The Athletes' Representative is an elected team official whose primary role is to assist and represent the interests of Athletes. Whilst the Athletes' Representative's main role starts once the Athletes have achieved final selection, he/she is also available to assist registered Pathway Athletes during the Qualifying Period.
- 6.2 The Athletes' Representative shall be appointed in accordance with the process and timetable set out in the Games Team Management Paper.
- 6.3 The Athletes' Representative may assist and represent registered Pathway Athletes during the Qualifying Period and Finally Selected Athletes once the Team Development Process is completed but shall not participate in the Team Development Process itself.

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## 7 Team Development – Process & Timetable

### Background

The Jersey Team is developed over the 3 year period prior to the Opening Ceremony of the Games. The key features of the process and the related timelines described below, are as follows:-

- a. CGF Rules and Conditions (see para **7.1**)
- b. Registration of Pathway Athletes (see para **7.2**)
- c. Validation of Selection Criteria (see para **7.3**)
- d. Form and Content of the Selection Criteria (see para **7.4**)
- e. Team Selection Process (see para **7.5**)
- f. Appeals by Athletes (see para **7.6**)
- g. Appointment of Managers and Coaches (see para **8**)
- h. Contracts with CGAJ (see para **8.3**)
- i. De-registration of an athlete (see para **10**)
- j. Revocation of Validation/Selection of an athlete (see para **11**)
- k. Revocation of appointment of coach, manager or other official (see para **12**)

### 7.1 CGF Rules and Conditions

7.1.a The Team Development Process (including the Team Selection Process) shall be subject to any overriding rules or conditions imposed by the CGF from time to time including but not limited to the rules on eligibility, team size and CGF imposed minimum performance criteria or entry conditions in certain events.

7.1.b For the 2022 Games the CGF have indicated that they will impose a cap on the overall size of the Jersey Team. For 2018 this maximum team size was 33 Athletes, across all sports, and it is expected that the same cap will apply for the 2022 Games. This will be confirmed once known, but in the meantime this paper is drafted assuming that a cap of 33 Athletes will apply for 2022.

7.1.c The CGF do not normally impose minimum Selection Criteria for any sport or event but where, by exception, they do so, the applicable Selection Criteria shall be the higher of that imposed by the CGF and that set out in the validated Selection Criteria for the sport.

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- 7.1.d It is possible, that for 2022 Games, the CGF will impose “entry by invitation” conditions for some or all Tournament Based Individual Events. If imposed, these would be based upon some form of ranking or rating system for the sport. If this does not happen for 2022, the 2018 status quo will apply. Member Sports will be advised as soon as the position is confirmed.
- 7.1.e For the 2022 Games the CGF are expected to set minimum Selection Criteria for certain field events in the sport of athletics and these together with any others will be notified to the relevant Member Sport once known.
- 7.1.f As indicated in para **2**, “Eligibility Rules”, the CGF are considering proposals to amend the rules that apply to the eligibility of Athletes to compete for the Jersey Team at the Games. These changes are broadly supported by the CGAJ and if they are adopted and introduced by the CGF for the 2022 Games, they will automatically apply to the Jersey Team.

## 7.2 Registration of Pathway Athletes

- 7.2.a At any time prior to the published deadline (see Timetable – Key Dates), a Member Sport may apply to register Athletes who wish to put themselves forward for consideration for selection for the Jersey Team at the Games
- 7.2.b Subject to clauses **7.2.e** and **7.2.f**, any athlete whose application for registration has not been made, by the Member Sport by 31 December 2019 without reasonable cause, shall be ineligible for registration and consequently also validation or selection.
- 7.2.c The Validation Group may register those Athletes whose Member Sports provide evidence proving satisfaction of the Eligibility Rules and may provisionally register Athletes who are not at that time eligible, but whom they believe are reasonably likely to satisfy the Eligibility Rules by the published deadline (see Timetable – Key Dates). The onus of demonstrating that an Athlete satisfies the Eligibility Rules shall be on the Member Sport and the Athlete.
- 7.2.d The Validation Group may extend the published deadlines for athlete registration in exceptional circumstances but in any event no later than the last date for applications for validation (see Timetable – Key Dates).
- 7.2.e A Validation Group refusal to register an athlete may be referred to the Appeals Panel by a Member Sport.



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7.2.f If an athlete, who was unknown to the Member Sport as at the normal deadline for Registration (see Timetable – Key Dates), is subsequently identified during the Qualifying Period and who is considered by his/her Member Sport to have the potential to achieve the Selection Criteria for the Member Sport concerned (see paras 7.3 and 7.5.a, the Validation Group shall have power to accept a late registration of the athlete, provided it is made promptly upon such athlete becoming known to the Member Sport, making such conditions on such late registration as it sees fit in the circumstances.

## 7.3 Validation of Selection Criteria

7.3.a The Validation Group will make their decisions based solely upon the Team Development Process as set out in this paper and in particular the Selection Criteria agreed with each Member Sport as part of that process. The Selection Criteria are therefore a crucially important part of the Team Development Process in particular of the Team Selection Process that will take place at the end of the Qualifying Period.

7.3.b It is the responsibility of each Member Sport to prepare Selection Criteria that will form the basis of selection of Athletes from that Member Sport and to submit such Selection Criteria to the Validation Group for validation.

7.3.c It is crucial for the Member Sport, its Athletes and the Validation Group, that the Selection Criteria are clear and unambiguous and leave as little scope as possible for personal interpretation and judgement. All these stakeholders must have a clear and common understanding of the sport concerned, the basis of selection and the selection process and in particular the Selection Criteria should be clear and transparent to all interested parties.

7.3.d Equally important is that the Selection Criteria shall state whether any decision of the Member Sport to (i) apply to register an Athlete; (ii) apply to Validate an Athlete; and (iii) Nominate an Athletes for Selection, including the latter case the Member Sport's Athlete Ranking, shall be capable of appeal by the athlete under that Member Sport's own internal appeal processes. If so, the Selection Criteria should set out the Member Sport's appeal process including periods for making and dealing with such appeals.

7.3.e The Validation Group will fix and publish dates of two meetings during 2019, which it will hold to consider all Selection Criteria submitted by Member Sports ahead of the meetings. Selection Criteria should be submitted at least 7 days before the dates set for the meetings. (see Timetable – Key Dates)

7.3.f The Validation Group will not consider any Selection Criteria submitted after the deadline date for submission in respect of the second of the two Validation Group meetings (October/November 2019) being set up to consider Selection Criteria. Selection Criteria submitted after this date will not be considered.



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- 7.3.g Accordingly, Member Sports shall have an approximately 6-month window in which to submit their Selection Criteria for consideration by the Validation Group i.e. until at least 33 months prior to the Opening Ceremony of the Games.
- 7.3.h All Member Sports that are scheduled or potentially likely to be competed at the Games are urged to submit Selection Criteria covering all disciplines, events and genders that are to be competed at the Games, even if they do not believe they are likely to have any Athletes of the required standard for any events for the sport or for certain disciplines, events or genders. It will be too late to submit or amend Selection Criteria after the second of the two submission dates in the event that an eligible athlete is subsequently identified.
- 7.3.i If any Member Sport wishes to submit Selection Criteria for para-sport events included in the Games program, their Designated Representative should contact the Chairman of the Validation Group or the President or General Secretary of the CGAJ as soon as possible and in any event before the deadline for submissions of Selection Criteria (see Timetable – Key Dates).
- 7.3.j The Validation Group working with the relevant Designated Representative shall agree the Selection Criteria for each Member Sport as soon as possible after the meeting to which they are tabled for consideration and in any event within 2 months of the submission of Selection Criteria.
- 7.3.k It is the responsibility of the Validation Group to validate each Member Sport's Selection Criteria in consultation with the Member Sport and by assessing whether they meet the requirements of, and the guidance contained in, this Team Development Process paper and as far as possible ensuring a consistent approach and standard across all Member Sports.
- 7.3.l Ultimately the Validation Group is required to form its own view and will only validate the submitted Selection Criteria, once it is satisfied that the requirements of this Team Development Process paper have been met.
- 7.3.m If the Validation Group declines to register the Selection Criteria proposed by a Member Sport and the Validation Group and the Member Sport are unable to reach agreement on the Selection Criteria, the Member Sport may refer the matter to the Appeals Panel.
- 7.3.n Once agreed, with or without any referral to the Appeals Panel, the Selection Criteria shall be "signed off" by officers of the Member Sport and the Chairman of the Validation Group and published and made available to all Athletes and may not be changed during the Games cycle save in the manner and in the exceptional circumstances (see para **7.3.o**).

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- 7.3.o The Validation Group shall in its absolute sole discretion have the power in exceptional circumstances to amend Selection Criteria after they have been agreed and published. Such amendment may be made at the request of the Member Sport or otherwise in circumstances that could not have been reasonably foreseen at the time the Selection Criteria were approved. The Validation Group shall have the power to amend the Selection Criteria as it sees fit in all the circumstances.
- i An example of the sort of circumstances which would warrant a “late” change to the Selection Criteria would be an unforeseen change to the rules or conditions under which a sport is competed, the effect of which is to materially impact the Performance Indicators contained in the Selection Criteria.
  - ii An example of circumstances which would likely not qualify for making any change to the Selection Criteria might be, where a Member Sport failed to include in their Selection Criteria, Performance Indicators for all events, disciplines or genders, known to be included in the Games when the Selection Criteria were first submitted, in the belief that they were unlikely to be able to identify any Athletes of an appropriate standard in that event, discipline or gender. If subsequently an athlete is identified it would be too late to amend the Selection Criteria to include Performance Indicators for this event, discipline or gender.

## 7.4 Form and Content of the Selection Criteria

- 7.4.a The Selection Criteria for each Member Sport competing at the Games shall set out the standards that Pathway Athletes must demonstrate they have achieved in order to be considered for selection for the Jersey Team:
- i **Preparation** – They will be demanding, setting out a planned program of competition and preparation generally over the Qualifying Period. Such competition shall be of a national or international standard and evidence of results should be capable of being presented to the Validation Group in support of any subsequent Athlete Nomination in sufficiently detailed manner to enable an objective assessment of the athlete’s development over the Qualifying Period.  
  
Note that whilst it is anticipated that athlete preparation will include commitment, training and coaching, lifestyle and mental preparation, the Validation Group will not be seeking specific regular reporting of evidence of preparation in these areas as in the prior 2018 Games cycle but will expect periodic updates of any relevant factors from time to time.
  - ii **Performance** – They will specify demanding Performance Indicators setting out expected minimum levels of performance, wherever possible benchmarked against

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performance levels achieved in the previous Games, indicating where necessary and appropriate the specific or general levels of competition in which such performances shall be achieved.

7.4.b For this purpose, “Performance Indicator” means a time, distance, score or position, or a combination of them, or such as other measure of performance as the Member Sport may propose within its Selection Criteria

7.4.c The expectation under this Team Development Process is that any Pathway Athlete who is able to demonstrate that they have met both the Preparation and the Performance components of the Selection Criteria can have a reasonable expectation of competing with integrity in the Games and at a level that meets or exceeds the specified Performance Indicators.

7.4.d The Selection Criteria should reflect the following characteristics: -

- i Where practical to do so the Selection Criteria and in particular the Performance Indicators should be designed such that any Pathway Athlete achieving that level of performance might reasonably have expected to have achieved either a top 50% position in the field or a “round of 32” result in the preceding Games.
- ii Where the conditions of a sport or event provide that an athlete who has been lapped, shall be withdrawn from the event, the Performance Indicators should be set at a level designed to ensure that this should not happen.
- iii Selection Criteria should include Performance Indicators that at least equal or better the equivalent for the Member Sport in the 2018 Games.
- iv Performance Indicators should take into account the historical research into the Jersey Team results in previous Games which have been provided to the Member Sports.
- v Require Athletes to participate in a minimum number of prescribed (either in general terms or specifically) national or international events of an appropriately high standard during the Qualifying Period.
- vi Require Athletes to participate in planned Jersey Team Athlete Days to be held during the Qualifying Period unless they have very good reasons not to.
- vii Make Athletes aware that all Athletes selected for the Games are expected to be injury free and 100% fit or if they are injured such injury should be declared to either of the two CGAJ Team Officials before leaving for the Games if possible or in any event as soon as practicable.

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- viii Make Athletes aware that, subject to athlete injury, all Athletes selected for the Games are expected to complete their event regardless of adverse weather or other circumstances.
- ix Where such details are known at the time the Selection Criteria are prepared and validated, they should clearly indicate and explain where the CGF have imposed rules or conditions which may impact the selection of Athletes.

## 7.5 Team Selection Process

The Team Selection Process to select the Athletes who will comprise the Jersey Team is a four-stage process which will take place towards the end of the Qualifying Period as follows:

- a. Athlete Validation
- b. Nomination for Selection
- c. Provisional Selection
- d. Final Selection

Each of these four stages is more fully described below together with an explanation of the basis and timing for the team announcement and when the selected Athletes will be notified.

### 7.5.a Athlete Validation

- i A Member Sport may apply, to the Validation Group, for validation of any athlete who the Member Sport considers has met the requirements of the Member Sport's Selection Criteria. The Member Sport may make applications for more Athletes for an event than there are places available to the Jersey Team in the event (although ultimately only the maximum permitted number of Athletes for that event will be selected). Note that in notifying its athletes of its decision whether or not to apply for an athlete's validation and where the decision is not to apply, the Member Sport must allow time for an athlete to make and complete an appeal to the Member Sport, before the deadline submitting an application.
- ii Applications will need to be submitted no later than a date determined and published by the Validation Group (See Timetable – Key Dates). Applications submitted after that date will not be considered.
- iii Applications to validate Athletes shall be made in a form prescribed by the Validation Group which will include the name of the athlete and evidence of their having met the requirements of their relevant Selection Criteria (or, in the circumstances described in para **v** or **vi** below, the potential to do so).

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- iv The Validation Group shall validate athletes who they are satisfied have met the requirements of the Member Sport's Selection Criteria.
- v Exceptionally the Validation Group may validate an athlete where the athlete has not quite achieved the prescribed Performance Indicators but in the opinion of the Validation Group has demonstrated the development potential and commitment to preparation over the Qualifying Period to do so by the time of the Games.
- vi Exceptionally the Validation Group may validate an Athlete conditionally in circumstances where an athlete has not quite met the requirements of the Selection Criteria, but, in the opinion of the Validation Group, has the potential to do so in competitions to be held prior to the final date for submission of Athlete Nominations for selection. Such conditional validation shall be made subject to the Athlete satisfying such conditions as may be determined by the Validation Group and provide that such conditions must be satisfied prior to the date for submission of Athlete Nominations for Selection at the latest (see Timetable – Key Dates).
- vii In any other circumstances, if the Validation Group is not satisfied that the nominated athlete has met the requirements of the Member Sport's Selection Criteria, it shall not validate the athlete nomination.
- viii Athletes should note that neither achievement of any relevant performance indicator, nor validation by the Validation Group are guarantees of selection for the Jersey Team.
- ix A decision by the Validation Group not to Validate an athlete is potentially subject to Appeal by the Member Sport under the CGAJ's Appeals Process set out in sections **14** (Appeal Panel) & **15** (Appeal Panel Procedure).

## 7.5.b Nomination for Selection

- i Member Sports may nominate a Validated Athlete for Selection for the Jersey Team, such Nomination being required to be submitted no later than a date determined and published by the Validation Group (See Timetable – Key Dates). Nominations submitted after that date will not be considered. Note that in notifying its athletes of its decision whether or not to nominate an athlete for selection and where the decision is not to nominate an athlete, the Member Sport must allow time for an athlete to make and complete an appeal to the Member Sport, before the deadline for submitting the nomination.
- ii In making its Nomination(s) for Selection, each Member Sport shall rank all the Validated Athletes they are nominating for their sport (even if not being nominated

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for the same events), in the order that they would select them, if it were their responsibility to do so (the “Member Sport Athlete Ranking”). In making such Member Sport Athlete Ranking, the Member Sport shall rank the Validated Athletes individually where Athletes compete individually and shall rank Athletes as teams where such Athletes compete as a team (i.e. ranking each team against any other teams from the Member Sport).

## 7.5.c Provisional Selection

- i The Validation Group shall provisionally select Athletes for an event from validated athlete Nominations for Selection for that event.
- ii Where there is the same number, or fewer, validated Athletes that are Nominated for Selection for an event than there are places available to the Jersey Team for that event, this provisional selection will normally be fairly straightforward i.e. the validated athlete(s) for that event are likely to be provisionally selected subject only to the impact of the maximum size of the Jersey Team.
- iii However where there are more validated Athletes Nominated for Selection, for an event than there are places available to the Jersey Team for that event, the Validation Group will make the provisional selection of athlete(s) from the Validated Athletes nominated for selection for that event, using as guidance, the Member Sport Athlete Ranking provided by the Member Sport.
- iv An Athlete who has been conditionally validated, may be Nominated for Selection and may be Provisionally Selected but shall nonetheless still be subject to the conditions imposed by the Validation Group as a conditionally validated Athlete, unless the Validation Group determines otherwise.
- v The Validation Group may select reserves for the Team from those Athletes nominated for selection but not Provisionally Selected.
- vi Athletes should note that achieving Provisional Selection does not guarantee Final Selection for the Jersey Team.
- vii A decision by the Validation Group not to Provisionally Select a validated athlete is potentially subject to Appeal by the Member Sport under the CGAJ’s Appeals Process set out in sections **14** (Appeal Panel) & **15** (Appeal Panel Procedure).

## 7.5.d Final Selection

Final Selection will only be made after the determination of any and all appeals made in respect of Provisional Selection (or the time for appealing has expired):

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- i If immediately following the provisional selection stage, the aggregate of the number of Provisionally Selected Athletes plus the number of validated athletes that were nominated for selection but who were not Provisionally Selected is equal to or less than the maximum team size of 33 Athletes, then those Provisionally Selected Athletes shall automatically become the Finally Selected Athletes to represent the Jersey Team. Any validated athlete that was nominated for selection but was not originally Provisionally Selected, but whose Member Sport successfully appeals against this decision and, on review, the Validation Group reverse their original decision, will also become Provisionally Selected and shall also automatically become a Finally Selected Athlete and part of the Jersey Team.
- ii If, following the Provisional Selection stage, and after any appeals from any Member Sports against any Validation Group decisions not to Provisionally Select any validated athletes that were nominated for selection, have been completed or the time for any such appeals has expired, the number of Provisionally Selected Athletes is greater than the maximum team size of 33 Athletes, then the Validation Group will liaise with the CGF Games Organisers in an effort to have the maximum team size increased to accommodate the excess of Provisionally Selected Athletes over the maximum team size of 33.
- iii If no such increase in the maximum team size is possible (and for the avoidance of doubt no such increase can be guaranteed) or the available increase is insufficient to accommodate all Provisionally Selected Athletes, the Validation Group shall undertake a further Final Selection of 33 (or such higher number as may be negotiated with the CGF Games Organisers) Athletes from the Provisionally Selected Athletes for all Member Sports.
- iv The Validation Group shall determine this Final Selection, in such manner and taking into account such information as may be available to it, including through such further consultation with the Member Sports, it sees fit and any and all other factors that it considers relevant.
- v The Validation Group may select reserves for the Team from those Athletes Provisionally selected but not Finally Selected.

## **7.5.e Athlete Notifications after Validation and Selection**

- i After Validation each Member Sport will be notified whether or not each of the athletes for whom they have applied for validation have been validated.



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- ii After Provisional Selection, each Member Sport and each Athlete nominated for selection will be notified whether or not each of the Athletes that were nominated for selection have been Provisionally Selected.
- iii Where the aggregate number of Provisionally Selected Athletes plus the number of validated athletes that were nominated for selection but who were not Provisionally Selected is equal to or less than the maximum team size of 33 Athletes, the Provisionally Selected Athletes automatically become Finally Selected Athletes and the Member Sports of the Athletes and the Athletes will be notified accordingly at that time. Where a Member Sport appeals against a decision not to Provisionally Select an athlete who was nominated for selection, the Member Sport and the Athlete will be notified of the final outcome of the Appeal and the further review by the Validation Group, if any is needed, on completion of the Appeal process.
- iv After the Final Selection process has been completed the Member Sports and all Provisionally Selected Athletes will be notified that either (i) the previous notification given to them that they are a “Provisionally Selected” is confirmed and they are now “Finally Selected” and they form part of the Finally Selected Jersey Team; or (ii) the previous notification given to them that they are a “Provisionally Selected” is regrettably not confirmed and they have not been selected for the Jersey Team.
- v All athlete notifications are confidential to the athlete and their Member Sport and should not be communicated to any third party including but not limited to the media unless and until any related Public Team Announcement is made which should be made within a day or so of the athlete notification.

## 7.5.f Team Announcement

A Public Team Announcement will only be made shortly after the relevant athlete notifications have been made after Final Selection but should be made within a day or so of such athlete notifications.

## 7.6 Appeals by Athletes

7.6.a The Appeals Process that is part of this Team Development Process is set out in paras **14** (Appeal Panel) & **15** (Appeal Panel Procedure). It is clear under these provisions the Athlete personally may not bring an Appeal against a decision of the Validation Group in any circumstance (see para **14.9.a**). It is also clear that no Member Sport may bring an Appeal against a decision of the Validation Group in the circumstances outlined in paras **14.9.b** or **14.9.c**, which are essentially decisions of the Validation Group that were effectively already supported by the Member Sport.



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7.6.b Nonetheless the Member Sport may, under its own Selection Rules, provide the Athlete with the right to bring an Appeal against its own decisions made concerning the Athlete in relation to this Team Selection Process. Any such Appeal is clearly for the Member Sport to deal with in accordance with its own Selection Rules. However where the Member Sport has such Athlete Appeal provisions within its own Selection Rules they should be clearly set out in the Selection Criteria for the Member Sport (see para **7.3.d**).

7.6.c The member Sport shall ensure that any such Athlete Appeal provisions are consistent with this Team Development Process generally, and the Team Selection Process and the Appeal Process specifically. For the avoidance of doubt, the timelines set out by this Team Development Process shall not be extended by reason of the failure of the Member Sport to deal with and/or concluded any appeals arising from decisions of the Member Sport pursuant this Team Development Process.

## 7.7 **Overriding effect of rules of CGF and Games organisers**

The numbers of Athletes selected in accordance with this Team Selection Process shall always be limited by the rules of the CGF and the Games organisers, in particular those relating to maximum team size and the entry conditions for particular sports and events.

## 8 **Appointment of Managers and Coaches**

8.1 Each Member Sport having a competitor named in the team will generally be entitled to one Team Manager/Coach and may submit names for supporting officials, depending on team size and discipline. Although it is hoped that extra officials will gain accreditation to support their sport at the Games, there is no guarantee that they will be selected as official members of the Jersey Team.

8.2 The Chef de Mission may request additional specialists to be included in the team

8.3 At least eighteen weeks prior to the Opening Ceremony, and on a date specified by the Validation Group, Member Sports will submit names and curriculum vitae of team managers and coaches, with details of their experience and the role they have performed with Athletes during the course of at least 2020 and 2021 and their continuing required role prior to and at the Games. Member Sports may begin submission of names from 36 weeks prior to the Opening Ceremony. The appointment of managers and coaches to be part of the Jersey Team is at the discretion of Validation Group in consultation with the CdM and GTM and cannot be guaranteed.

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## 9 Contracts with CGAJ and Reserves

- 9.1 Following selection each athlete that has been selected as a member of the Jersey Team and each appointed manager and coach shall be required to enter into a contract with the CGAJ within the time limit set by the CGAJ setting out the basis of their participation as a member of the Jersey Team and their obligations.
- 9.2 If an Athlete declines to enter into such a contract with the CGAJ within a reasonable specified time limit, declines to accept the selection, or is otherwise subsequently unable to be a member of the Team, the Validation Group may select any Athlete selected as a Reserve during Provisional Selection or Final Selection processes to replace the Selected Athlete.

## 10 De-registration of an athlete

- 10.1 At any time prior to the validation and nomination for selection of a registered athlete, the Validation Group may by notice to the relevant Member Sport and the athlete in question, give written notice that the athlete shall be de-registered as a Pathway Athlete.
- 10.2 The de-registration of an athlete shall be for cause, which shall be stated in the notice.
- 10.3 A Member Sport shall have the right to refer the de-registration to the Appeals Panel

## 11 Revocation of Validation/Selection of an athlete

- 11.1 Without prejudice to any other power of the CGAJ, at any time prior to the official departure of Jersey Team to the Games, the Validation Group, acting in conjunction with both Chef de Mission and the General Team Manager, may by notice to the relevant Member Sport and a validated/selected athlete, give written notice that the athlete's validation/selection shall be revoked.
- 11.2 For this purpose the Chef de Mission and a General Team Manager shall each have one vote alongside each of the voting members of the Validation Group and shall be subject to the rules on conflicts of interest.
- 11.3 The revocation of the validation/selection of an athlete shall be for cause, which shall be stated in the notice.
- 11.4 A Member Sport shall have the right to refer the revocation of validation/selection to the Appeals Panel.

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## 12 Revocation of appointment of coach, manager or other official

- 12.1 Without prejudice to any other power of the CGAJ, at any time prior to the official departure of the Jersey Team to the Games, the Validation Group, acting in conjunction with both Chef de Mission and the General Team Manager, may by notice to the relevant Member Sport and the coach, manager or other official, give written notice that the coach's, manager's or other official's appointment shall be revoked.
- 12.2 For this purpose, the Chef de Mission and a General Team Manager shall each have one vote alongside the voting members of the Validation Group and shall be subject to the rules on conflicts of interest.
- 12.3 The revocation of an appointment shall be for cause, which shall be stated in the notice.
- 12.4 A Member Sport shall have the right to refer the revocation of appointment to the Appeals Panel

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## 13 Conflicts of Interest

13.1 Any voting member of the Validation Group or the Appeals Panel who is either:

13.1.a Associated with a Member Sport whose Selection Criteria, or whose athlete is being considered by the Validation Group or the Appeals Panel; or

13.1.b A Close Family Relative of a nominated athlete being considered by the Validation Group or the Appeals Panel;

shall be regarded as conflicted for this purpose and shall not be entitled to vote on the matter.

13.2 For this purpose the term “Close Family Relative” shall include, but need not be limited to, spouse, civil partner, any child, niece or nephew, sibling or 1<sup>st</sup> cousin of the conflicted voting member, and may, depending upon the circumstances, include other close relationships, in which case their entitlement to vote shall be decided upon by the other voting members of the Validation Group or the Appeals Panel.

13.3 The onus shall be on the potentially conflicted voting member of the Validation Group or the Appeals Panel to disclose any such actual or potential conflict of interest before any discussion or any vote on the matter takes place.

13.4 In the event that the Chairman of the Validation Group or the Appeals Panel is the conflicted voting member and before any discussion of or any vote on the matter, the remaining voting members shall appoint one of their number to exercise the Chairman’s casting vote in the event of a tied vote.

13.5 Any member of the Validation Group or the Appeals Panel who is conflicted under the above provisions may attend and speak at the relevant meeting when dealing with the matter in respect of which the conflict of interest arises but may not vote on the matter.

13.6 Any member of the Validation Group or the Appeals Panel who is conflicted under the above provisions, including the Chairman, may choose to withdraw from the meeting whilst dealing with the matter in respect of which the conflict of interest arises.

13.7 Any member of the Validation Group or the Appeals Panel who is conflicted under the above provisions, including the Chairman, may be requested by any other member of the Validation Group or the Appeals Panel to leave the meeting after they have spoken (should they chose to do so) to allow the remaining members to discuss and/or vote on the matter in camera.

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- 13.8 In the event that any decision is made by the Validation Group or the Appeals Panel which was passed with the assistance of a vote from a person who was conflicted (in other words the decision would not have been passed without such conflicted vote), such decision shall be void and the matter shall be referred back to the Validation Group or the Appeals Panel for reconsideration, and any deadlines set out in this Team Development Process shall be extended accordingly to allow for such reconsideration and the consequences thereof.
- 13.9 Any question as to whether a decision has been taken, by either the Validation Group or the Appeals Panel, where one or more persons were conflicted, may be raised by either the President and General Secretary of the CGAJ, any member of the Validation Group or the Appeals Panel or any Member Sport. The matter shall be referred to the Appeal Panel in respect of a decision of the Validation Group and to the Committee of Executive Officers of the CGAJ in respect of a decision of the Appeals Panel.

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## 14 Appeals Panel

- 14.1 The Appeals Panel shall review decisions of the Validation Group in accordance with the mandate for the Appeals Panel set out in this Team Development Process. Appeals may only be made by a Member Sport. The Appeals Panel shall not review appeals made by individual Athletes.
- 14.2 At least 30 months prior to the Opening Ceremony of the Games the CGAJ Council will elect an Appeals Panel consisting of five persons including an independent Chairperson and four additional members with the following characteristics:
- 14.2.a None of the members of the Appeals Panel may also be members of the Validation Group nor officers of the CGAJ.
  - 14.2.b Neither the Independent Chairperson nor at least one of the four additional members of the Appeals Panel shall be (i) CGAJ Council Delegates for any Member Sport; nor (ii) Active members of the governing body or coaches of any Member Sport (together these two or more members of the Appeals Panel shall be known as the Independent Members).
  - 14.2.c All members of the Appeals Panel should be recognised as persons of integrity and the Independent Members should be recognised as persons of good knowledge and experience of sport generally.
- 14.3 Nominations for the Appeals Panel shall be made in writing signed by the nominee (confirming their willingness to act) and by two persons being, either CGAJ Council delegates or officers of one or more Member Sport's governing bodies, or Officers of the CGAJ. In the event that insufficient nominations are received to fill the vacant spaces on the Appeals Panel, nominations may be taken from the floor of the CGAJ Council if proposed and seconded by two Council delegates.
- 14.4 Where (i) the CGAJ Council fails to elect five persons or (ii) a vacancy arises during the Games cycle; the CGAJ Executive Officers in consultation with the elected independent Chairperson of the Appeals Panel shall have the power to co-opt persons provided they meet the characteristics referred to in para **14.2**. Any such co-opted members shall be notified to CGAJ Council at the next available opportunity, but such notification shall be for information and not for approval purposes.
- 14.5 Members of the Appeals Panel shall be entitled to one vote each unless conflicted (See "Conflicts of Interest" para **13** and in the event of a tied vote the Chairman shall have a second casting vote.

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- 14.6 The Appeals Panel shall be quorate with at least 50% of voting members present and able to vote i.e. not conflicted.
- 14.7 Subject to paragraph **14.9** below, the Appeals Panel may meet to hear appeals brought by any Member Sport requesting that the Appeals Panel review any decision of the Validation Group made pursuant to this Team Development Process, including but not necessarily limited to any of the following:
- 14.7.a A decision not to register (or to de-register) of an athlete.
  - 14.7.b A decision not to approve the Selection Criteria submitted by a Member Sport,
  - 14.7.c A decision not to validate an Athlete (or revocation of an athlete's validation)
  - 14.7.d A decision not to select a Nominated Athlete as part of Provisional Selection
  - 14.7.e A decision to revoke the appointment of a coach or manager or other official for the Member Sport
  - 14.7.f A decision to de-select an Athlete
- 14.8 The Appeals Panel may also deal with issues concerning the use of votes by conflicted persons as envisaged in paragraph 13.9 above.
- 14.9 Appeals may not be brought in the following circumstances:
- 14.9.a Any appeal by an Athlete personally in any circumstances;
  - 14.9.b Any appeal which relates to a prior decision of the Member Sport not to support an Athlete being put forward for registration, for validation, for nomination for selection or the Member Sport Athlete Ranking given to the Athlete pursuant to paragraphs **7.5.a** or **7.5.b**
  - 14.9.c For the avoidance of doubt, where the number of Athletes that CGAJ may enter into an event is limited to a maximum per country, no appeal may be brought where athletes are selected in accordance with the Member Sport Athlete Ranking, and the athletes not selected are lower in the ranking than the maximum number of entries available;
  - 14.9.d Any appeal by a Member Sport in relation to a decision relating to another Member Sport or an Athlete of another Member Sport;

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- 14.9.e Any appeal by a Member Sport in respect of an Athlete who, having been conditionally validated in the exceptional circumstances of paragraph 7.5.avi, and having been nominated for selection, has not satisfied the conditions set by the Validation Group within the specified timeframe;
- 14.9.f Where, following an appeal, the matter has been referred back to the Validation Group for further consideration (see para 14.11), the final decision of the Validation Group following such further consideration, shall not be capable of further appeal provided that the Validation Group has reasonably considered any matters, views or recommendations of the Appeals Panel in respect of the earlier appeal.
- 14.10 In considering a matter under appeal, the Appeals Panel shall be required to determine whether or not the matter under Appeal was a decision that could reasonably have been reached by the Validation Group in the circumstances and based upon the evidence and documentation available to it at the time and in accordance with the prescribed process properly applied.
- For the avoidance of doubt the Appeals Panel shall not make an independent re-assessment of the Validation Group decision, and it is simply required to assess whether, in reaching its decision, the Validation Group has followed its due process and its decision was reasonable in all the circumstances.
- 14.11 In relation to any matter under appeal, the Appeals Panel, to the extent that it concludes in favour of an appellant Member Sport, shall have the power to refer the matter back to the Validation Group for further consideration taking into account specific circumstances and/or the views or recommendations that the Appeals Panel sees fit to make to or to bring to the attention of the Validation Group.

## 15 Appeals Panel Procedure

- 15.1 A Member Sport wishing to Appeal against a decision of the Validation Group must in the first instance indicate their intention to do so by filing a “Notice of Intention to Appeal” with the General Secretary within no more than 3 days of the date of notification of the Validation Group’s decision that is the subject of the appeal.
- 15.2 Any such “Notice of Intention” to Appeal shall be in writing (including by e mail), shall specify the decision of the Validation Group that is being appealed against and provide brief details of the nature of the appeal.
- 15.3 Upon receipt of a “Notice of Intention to Appeal” from a Member Sport, the CGAJ Secretary General shall notify the CGAJ President and the Chairmen of the Appeals Panel and the Validation Group.



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- 15.4 Within no more than 7 days of the date of notification of the Validation Group’s decision that is the subject of the appeal, a Member Sport, wishing to Appeal against such decision, must confirm their decision to bring the Appeal, by filing a “Notice of Appeal” with the General Secretary.
- 15.5 Any such “Notice of Appeal” shall be in writing (including by e mail), shall set out the detailed grounds on which the Member Sport is making their Appeal and shall append a file of any supporting documents or other evidence upon which it intends to rely in support of the Appeal.
- 15.6 In the event that either a “Notice of Intention to Appeal” as required by paras 15.1 or 15.2, or a “Notice of Appeal” as required by paras 15.4 and 15.5, are not received by the General Secretary within no more than 3 or 7 days respectively, of the date of notification of the Validation Group’s decision that is the subject of the appeal, the Appeal shall fail at that point and the Appeal will not proceed further. The decision of the Chairman of the Appeals Panel, taken based upon available evidence of the circumstances, on whether or not either a “Notice of Intention to Appeal” or a “Notice of Appeal” have been received on the relevant specified days, shall be final.
- 15.7 As soon as practicable after receipt of the Notice of Appeal, confirming that an Appeal is being made by the Member Sport, the CGAJ Secretary General shall convene a meeting of the Appeals Panel on a date not less than 18 and not more than 21 days from the date of notification of the Validation Group’s decision that is the subject of the appeal.
- 15.8 Within no more than 10 days of the date of notification of the Validation Group’s decision that is the subject of the appeal, the Validation Group shall submit a “Notice of Response to Appeal” setting out the basis of their decision and their defence to the “Notice of Appeal”, including a file of any supporting documents or other evidence to support their position and shall deliver the same to the CGAJ Secretary General.
- 15.9 On the basis of the “Notice of Appeal” and the “Notice of Response to Appeal” the Chairman of the Appeals Panel may, if he sees fit, at any time prior to the scheduled Appeals Panel hearing convene a meeting with the Chairman of the Validation Group and a senior officer or duly authorised representative of the governing body of the Member Sport who are bringing the Appeal, for the purpose of discussing the grounds for Appeal and whether on the face of the evidence presented there are valid grounds for an Appeal hearing to take place.
- 15.10 Based upon the outcome of the meeting referred to in para 15.9, the Chairman of the Appeals Panel shall have the power to determine that there are no valid or sufficient, grounds for an Appeal, in which case he will notify in writing both the Member Sport and the Chairman of the Validation Group accordingly and the Appeal will not proceed further.

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- 15.11 Within no more than 14 days of the date of notification of the Validation Group’s decision that is the subject of the appeal, the Appellant Member Sport may submit a “Notice of Further Response”, which shall respond to the Validation Group’s Notice of Response by clarification or expansion of one or more aspects of their earlier Notice of Appeal but shall not otherwise raise any new grounds for Appeal; this “Notice of Further Response” may include a file of any further supporting documents or other evidence to support their position and shall deliver the same to the CGAJ Secretary General.
- 15.12 Subject to the approval of the Chairman of the Appeal Panel, whose decision in this respect shall be final, the Appellant Member Sport and the Validation Group (each a party and together the Parties) may each file, with the Secretary General, amendments to their “Notice of Appeal” or “Notice of Response to Appeal” or “Notice of Further Response” respectively, provided that such amendments are filed within no more than 15 days of the date of notification of the Validation Group’s decision that is the subject of the appeal, except that, if either Party does file such an amendment the other party shall have a further two days (in addition to the 15 days allowed) to file its own further amendment in response.
- 15.13 In considering any appeal matter that is referred back to the Validation Group by the Appeals Panel (See para **14.11**), the Validation Group shall meet within 7 days and shall issue its final determination on the Appeal matter and any consequential matters as soon as possible thereafter.
- 15.14 At the scheduled hearing the Appeals Panel may hear representations from both the Member Sport and the Validation Group but neither the Member Sport nor the Validation Group may raise any matter that has not been previously disclosed in the “Notice of Appeal” or “Notice of Response to Appeal” or any properly filed amendments.
- 15.15 All filings of documents pursuant to this Appeals Process shall be with the Secretary General who shall immediately distribute the relevant documents to the other interested parties.
- 15.16 The hearing of the Appeals Panel may be attended by:
- 15.16.a The Chairman and other members of the Appeals Panel
  - 15.16.b The Chairman of the Validation Group or his/her deputy
  - 15.16.c The President and General Secretary of the CGAJ
  - 15.16.d Up to three representatives of the Member Sport at least two of whom should be a senior executive of the Member Sport’s governing body (Chairman/President or Secretary) and the Member Sport’s Designated Representative.

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- 15.17 The Chairman of the Appeals Panel shall conduct the Appeals Panel hearing, but all persons entitled to attend and who do attend the hearing shall be entitled to speak at the hearing.
- 15.18 The Chairman of the Appeals Panel may request that part of the hearing shall be conducted in camera i.e. with only members of the Appeals Panel in attendance.
- 15.19 References throughout this section 15, Appeal Panel Procedure, to a number of days from a specified day shall mean a clear number of days starting from the day immediately following the specified day.
- 15.20 Where references are made throughout this section 15, Appeal Panel Procedure, to action having to be taken within a certain number of days, a day shall be deemed to end at midnight on that day.
- 15.21 Where references are made throughout this section 15, Appeal Panel Procedure, to action having to be taken within a certain number of days and the day in question falls on a Sunday or a Public Holiday, the day on which the action shall be deemed to need to be taken shall be the next following weekday, including a Saturday, that is not a Sunday or a Public Holiday.

# Commonwealth Games Association of Jersey Team Development Process – 2022 Games



## 16 Appointments for 2022 Games

Chef de Mission - TBD

General Team Manager - TBD

### Validation Sub- Committee

Graham Huelin (Chairman)

Derek De La Haye

Richard Corrigan

Paul Routier M.B.E..

Ian Coombs-Goodfellow

Paul du Feu (President – Non Voting)

Paul Huddleston (General Secretary – Non Voting)

Athletes' Representative TBD

### Appeals Panel

Steve Meiklejohn

Alan Cross

Truusje Gamlin

Nathan Jegou

Greg Davis

## 17 Youth Games

17.1 Whilst this Team Development Process is intended to apply principally to the Birmingham 2022 Commonwealth Games, the Validation Group recommends that essentially the same process should be applied for the 2021 Youth Games (precise date and venue yet to be decided at the time of writing) although clearly separate Selection Criteria would need to be agreed for the Member Sports competing in the Youth Games and different Key Dates will apply and will be published separately.

17.2 The Validation Group also recommend that the Chef de Mission for the Youth Games be appointed at least 18 months before the Youth Games are due to take place.

**Approved at the Validation Group on July 27, 2019**

**Approved in principle at CGAJ Council on June 11, 2019**