

Initial list Selection carried out at late November/early December branch Meeting – Meeting 1

1. If a pub has NO scores come the branch meeting it does not qualify for the selection process. A list of pubs that require additional scores will be sent out to the Google news group on a bi-monthly basis throughout the year
2. If a pub has been scored by 3 people or more and its score is below 3 – it does not qualify for the selection process
3. Prior to Meeting 1 the Pubs officer will evaluate the scoring patterns for pubs and raise any concerns at that meeting regarding misuse of the system, with the meeting attendee's agreement some scores may be discounted to get a more realistic evaluation
4. If a pub has been scored by less than 3 people and its score is 2.5 or above – it needs to be visited prior to Meeting 1 (using the bi-monthly scorers document as a prompt). If it is not visited by more people it will not matter if the average score it has achieved is over 3, it will not be considered for selection
5. At this meeting the top 20 pubs in the scoring need to be evaluated. If they have already been visited by a minimum of 5 surveyors of which at least 2 are on the committee, or active members, no further action needs to be taken
6. No pub will be submitted for the Good Beer Guide unless it has been visited by 5 or more surveyors of which at least 2 must be members of the committee, or active members. Of the top 20 pubs the ones that do not meet this criterion should be visited prior to Meeting 2
7. Pubs which have changed hands during the year re-start their scoring from point of takeover and do not get to carry over the goodwill of the previous tenant (in this year we have several changes of landlord but not all of those pubs have been scored before the takeover). In order to facilitate this a new record will be started at each change of landlord
8. If the new landlord has not been in situ for a minimum of 3 months prior to cut off for selection, that pub will not be considered for the guide. If he has been in situ for over 3 months but does not reach the rest of the criteria, the pub will not be considered for submission
9. By exception the branch may decide to include a pub where the landlord has not been in situ for 3 months if the landlord's last pub was in the Good Beer Guide, this will require a majority vote at Meeting 1 and a minimum of 5 valid beer scores greater than 2.5
10. Promotion of staff within a pub where (say) the cellarer takes over as landlord will count as continuous tenancy and the count will not re-start

Probable List Selection at the January Branch Meeting – Meeting 2

General guide to selecting pubs for the Good Beer Guide v5

1. At this meeting the list of the 13/14 pubs that are in the final list will be made
2. The top 5 pubs will go forward unconditionally to Meeting 3 Selection
3. The remaining 8/9 pubs will have their scores 'reset'. All interested members (members that attended Meeting 1 & 2, or sent apologies) should visit these pubs and score accordingly.
4. Scores which come in during the period between Meeting 2 and Meeting 3, other than those entered by interested members expressly for selection purposes will be not be counted.

Final List Selection at the February Branch Meeting – Meeting 3

1. The final list selection will be made at a members only branch meeting in early February
2. The final list will be sorted according to average scores with any adjustments agreed at meetings 1 and 2 having been made. The pubs at the end of the list after this sort will be evaluated using the information available by reviewing details recorded for each pub and held in the scoring spreadsheet. Information available includes how many of each score each pub has received and how many different people made the scores, and how consistent the scoring has been across the judging period.
3. If there are no clear winners between the bottom 4 pubs in the list after the data evaluation, then the selection will be by majority vote with the branch chairman having the casting vote in the event of a tie. It is preferred that this step be avoided as it encourages voting for a pub rather than for the beer they have served
5. These pubs will be visited for the GBG guide forms to be filled in
6. It must be made clear to all pubs that completing the form does not guarantee entry in the GBG
7. If it is discovered during the completion of the survey form that a pub is not valid for selection, for instance if gas is applied to beer or there is misleading dispense, that pub will be removed from the list and the pubs below it will all move up by one place