

Pub of the Year Selection Process

This document sets out how the Lichfield, Sutton and Tamworth (LST) branch of CAMRA select Pub of the Year (POTY) for each of the three counties; Staffordshire, Warwickshire and West Midlands, covered by the LST branch geographical area. It aims to provide a transparent and consistent approach with the opportunity for any branch member to be involved. Licensees, and any individuals with a relevant vested interest in a pub, will not be permitted to assess pubs in the same county as their pub.

Relevant documentation

As POTY candidates will be drawn from the LST Good Beer Guide (GBG) candidate shortlist, the LST GBG policy document (available on the branch website) may be of interest. However, the key document is the Pub of the Year 20XX document published annually by CAMRA HQ, describing the national timescale, the assessment criteria applying in that year, plus links to additional guidance on the process.

Stage 1 Recruitment of Assessors

The POTY selection process follows the GBG selection schedule, running from October to March. Following the October LST branch meeting an email will be sent to the LST branch membership inviting members to participate in the POTY selection process. The email will include the HQ documentation explaining the process, plus the expected workload of interested members. Members should reply to the email, in the affirmative, if they wish to participate. They can choose to judge one, two or all three branch county areas. The branch wish to involve as many volunteer members as possible. Assessing pubs for POTY is an important and fulfilling activity, though members should appreciate the cost in time and money they are committing to. Assessors may also volunteer their services at the October or November meetings.

Stage 2 Determining the Shortlist of POTY Candidates

At the October branch meeting the POTY shortlists will be drawn up. Initially the lists will be based upon the GBG shortlists. However (recognising that the criteria for GBG and POTY are significantly different), pubs which are agreed to have no realistic POTY prospects will be winnowed out to reduce assessor workload. The process will aim to have a maximum of six candidate pubs for a county. .

Stage 3 Assessment Period October to End February

Following the October branch meeting assessors will be given the shortlist(s) of pubs for the branch county area(s) they have chosen to judge.

Before **end of February** assessors are expected to,

- Visit all shortlisted pubs at least twice
- Use all the (typically eight) categories in the judging document to score the pub
- Complete a judging form for each visit (include comments as an aid-memoire)
- If possible, submit beers scores in each pub to aid audit and transparency
- Merge 1st and 2nd visit forms for the same pub to produce an average score
- Submit all completed forms or a summary (e.g. a spreadsheet) to the Coordinator

Stage 4 The Results

Following submission of all judging forms the Coordinator will review the forms and total the scores of all pubs in each of the 3 counties.

The 3 county winners will be communicated at the March branch meeting and to the wider branch by coverage in the branch magazine and email invitation to presentation events.

The individual forms and scores will not be published in line with CAMRA policy but will be held for 12 months for traceability and transparency.

Document approved: 04/08/2025