



Record of GBWR Board of Trustees Meeting dated 11 December 2013

Present: Kevin Aitchison Chairman (KA)
Michael Spence (MS)
Paul Fieldhouse (PF)
Simon Le Fevre (SLF)
Tony Manos (TM)
Richard Allcroft (RA)
James Madden (JM)
Andrew Flatt (AF)

In attendance:
David Pond (DP)
Kirsty Clarke (KC) for Agenda Item 1

1.0 Presentation by Kirsty Clarke, National Development Director

1.1 KC briefed the Board and took questions on the status of current development work and progress against the Sport England targets. The Board welcomed the presentation and on completion the Chair speaking on behalf of the full Board thanked KC for her work and asked that she expressed to her team the Board's thanks and congratulations on what is being achieved. He further complimented KC on being an excellent ambassador for the sport.

1.2 DP also drew the Board's attention to the significant contribution MS makes to the development work and this was acknowledged by fellow Board members.

2.0 Declaration of Interests & Trustee Status

2.1 KA confirmed that JM, AF and RA were now full members following their re-election as Trustees at the September AGM. The meeting was quorate.

2.2 With regard to the business of the meeting, none declared

3.0 Apologies

3.1 None



4.0 Minutes of Meeting dated 11 September 13

4.1 MS proposed an amendment to the last sentence of 7.1. to read: ... 'It was agreed that young people should be encouraged and supported to play in clubs subject to the implementation of the GBWR Safeguarding policy.' With this amendment the minutes were agreed as a true record of the meeting.

Action: DP

5.0 Actions Arising

5.1 Action 4.3 to be completed. Action: DP

5.2 All other actions either complete or included as part of the agenda.

6.0 CEO Report

6.1 The CEO Report was taken as read. KA requested more detail on the WWRC15 and in particular the risk the Board was being invited to take. DP replied that this was a very fair question and that he would be bringing a paper to the February Board which would provide sufficient detail for the Board to consider its position in respect of the proposed tournament.

7.0 Charitable Donations between 11 Sep 13 – 11 Dec 13

7.1 A donation of £1k was received from England and Harlequins Rugby player Mike Brown. The Chair asked AF when a donation from a Wasps player could be expected.

8.0 Governance and Finance Update

8.1 Moore Stephens Report 2013. The Board was pleased that GBWR governance had been rated Green based on this year's self assurance return. The Chair congratulated the team for the work undertaken to achieve this. SLF echoed DP's note to the Board explaining that whilst this is a pleasing assessment, it only represents a point in time and there is much ongoing work to be achieved to enable GBWR to maintain the Green rating.

8.2 Q2 Business Plan Review. The Chair invited DP to discuss those KPIs which are currently red rated and any others which give cause for concern. DP went through each in turn explaining what actions are being taken to get these on target. In the case of 3.3 and 3.4 which relate to the National Schools' Games Programme, this work will be rolled over into the next year's plan due to the lack of resource available for the youth programme.

8.3 UK Sport M2016 Review. DP explained that at this stage of the programme the Amber rating achieved was a very encouraging one. It was particularly satisfying that GB achieved its UK Sport target this year. MS asked if the squad was on target for the World Championship next year. DP explained that all targets here on in are very challenging but if

GB is to meet the overall Rio target then the team has to perform against the trajectory agreed with UKS.

- 8.4 The Code of Ethics and Conduct Policy was approved.
- 8.5 The Anti-Fraud and Corruption Policy was approved with some minor typo amendments.
- 8.6 Finance Update. AF explained that expenditure against the WCP was under budget and that the decision had been made to revise the drawdown for this year by deferring £50k of income and rolling this forward. Simultaneously income is under budget in the combined areas of fundraising, sponsorship and donations and it is unlikely that this will be recovered. As a consequence the CEO is rightly focused on cash flow and it will be important to monitor the cash position carefully over the last quarter.
- 8.7 SLA with RFU. DP explained that this was almost complete. Some final amendments had been proposed by the RFU and accepted by GBWR. The paper is now likely to be considered by the RFU legal department and then formally signed off.
- 8.8 Sport Recognition. SLF explained that this was being worked through though there was still some confusion over the position of athletes in Northern Ireland. DP explained that following discussions with partners it would appear that there are other sports experiencing similar difficulties. It was agreed that SLF should confirm the IWRF position in respect of eligibility criteria and use this as the basis for the submission.
- 8.9 SLF gave an update on the Equality Action Plan which was noted by the Board.
- 9.0 Board Development Day
- 9.1 The Chair outlined the plan for the Board Development Day and expressed his delight that the CEO of Sport England had agreed to join the afternoon session on Strategy. AF asked if there were any papers to read in preparation and DP responded that it would be helpful if Trustees could familiarise themselves with the current Strategy, Memorandum and Articles and Safeguarding Policy. DP agreed to email these.
Action: DP
- 9.2 The Chair outlined the Questionnaire to be used as a tool in the Board Evaluation process and asked that these be completed and either sent or emailed to Daniel Hook and KA by 20 December.
Action: All

Post Meeting Note: please send completed evaluation sheets to Daniel not to the Chair

- 10.0 Board Timetable
- 10.1 The proposed Board Timetable was approved.
Action: DP
- 11.0 Annual Business Plan 2014-15 and Budget
- 11.1 The Board approved the proposed schedule for developing and approving the Business Plan and Budget for 2014-15. DP explained that the first draft of the plan had already been completed and built on the detailed planning achieved last year as part of the 4 year budget



planning process. KA asked that DP circulate the latest draft ahead of the Board Development Day – for background reading not specific discussion on the day.

Action: DP

12.0 Annual Review of GFSC Terms of Reference & Delegated Authority

12.1 The Board reviewed and approved the GFSC Terms of Reference and delegated authority. All current GFSC members expressed a willingness to continue to serve on the committee for a further year and the Board approved their re-appointment and the re-appointment of SLF as GFSC Chair.

12.2 The Chair thanked the committee for its work and particularly SLF for chairing the committee and for the attention to detail that he demonstrates which is particularly important in this area of the business.

13.0 International Relations

13.1 The Chair thanked RA for his paper. AF asked the position of the IWRF in respect of variations of the game and especially in respect of the Rugby League version. RA explained that this was a live discussion for the IWRF and there was common agreement that more needed to be understood about what variations are being played in different nations. He explained that there were tensions in some countries over the variation issue but stressed that no variation threatened the position of the game recognised by the IPC as the Paralympic version.

13.2 The Board discussed the visit of the IWRF Secretary General in January 2014 and acknowledged that he had expressed a wish to meet with the Chair and CEO.

Action: DP/RA

14. HR Issue

14.1 The Board were updated on the current HR issue and agreed actions taken.

15. AOB

15.1 None

Date of Next Meetings:

1000 20 January Board Development Day @Twickenham

1600 5 February GFSC @ Nabarros

1500 12 February Board Trustees @ Nabarros

Note: Proposed date 2014 AGM Friday 12 September