



BOARD OF TRUSTEES
Wednesday 14 December 2016

RECORD OF MEETING

Present:

Kevin Aitchison, Chair KMA
Richard Allcroft RA
Mary Daunt MD
Andrew Flatt AF
Simon Le 'Fevre SLF
Margaret Moore MM
David Pond CEO

1.0 Annual Declaration of Interest & Fit & Proper Person's Declaration

1.1 Individual board members confirmed they had completed the above declarations.

2.0 Declaration of Interests

2.1 SLF stated that he was still providing consultancy support to Sport England but had no involvement with any wheelchair rugby business.

2.2 No other interests declared.

3.0 Apologies

3.1 Mike Spence provided apologies due to illness. The board wished Mike a quick recovery.

4.0 Minutes of Meeting dated 5 Oct 2016

4.1 Approved.

5.0 Actions Arising

5.1 Carried over from 19 February Board:

2. *The Chair, Vice Chair and CEO to review Chair/CEO TOR and draft Vice Chair.*

The board agreed that this will be considered as part of the Board Development Day
Action: KMA

5.2 Carried over from 9 March Board:

Recruitment Policy: The Board asked that the redrafted policy be presented for Board approval at the next meeting.



MM apologised for the delay in finalising the document which was now ready for further review by MD and will be presented for final approval at the March board.

Action: MD/MM

5 October Board

7.2 AF provided the board with options for the 2016-17 audit but with the uncertainty created by the recent UK Sport decision to cease all funding of the WCPP the board agreed that it would reappoint Mazars for a further year.

10.1 As 7.2 above. In view of the UK Sport decision the board agreed to delay the discussion of risk appetite until the Board Development Day

6.0 Charitable Donations 1 July -30 September 2016

RFU	12000.00	In support of finance function
BT Charity Collections	246.75	
Wintrust (Saracens)	10000.00	In support of development work
Payroll Giving	6.00	

7.0 CEO Quarterly Report

7.1 The report was taken as read.

7.2 The board discussed the recent UK Sport decision not to further invest in wheelchair rugby and asked DP for any further background to the decision and what his initial thoughts were. DP explained that the decision came as a considerable surprise in that whilst everyone understood that future funding was not guaranteed there had been no indication through the investment process that a complete cut of all funding was likely. Up until just before the UK Sport board meeting, GBWR was still responding to additional questions from UK Sport, most notably about the degree of RFU support for the Tokyo cycle. Moreover, GBWR was a 'podium potential' sport and as such there was an understanding that this was an 8 year investment. He explained that he had received the decision from the CEO UK Sport who had specifically stated that the board had acknowledged the progress made by GBWR, recognised our medal potential for Tokyo, and had confidence in our plan, our management and our cohort of athletes, but that there were just not sufficient resources to fund the programme. As a result wheelchair rugby had been placed in Band 4 whilst the UK Sport board had made a decision not to invest below Band 3. DP commented that he believed this was not a satisfactory answer because there are sufficient resources with the issue being one of how they are distributed rather than overall quantum. It was notable that some sports had been given significant increases to the levels of funding they had received for the Rio cycle. SLF agreed and said that it was his understanding that the Government had stepped in and provided UK Sport with an additional £30M to fill the hole created by less lottery money being available.

7.3 DP explained that he was still working on a proposed strategy to address the decision and that this was likely to have 3 work strands:

- *Representation/ Appeal.* An opportunity exists to make representation to the UK Sport board based on any 'new facts' or matters not presented to the board at the time it made its decision. Such information has to be performance related. If this is unsuccessful there



is the opportunity to make an appeal which is heard by ‘Sports Resolutions’ though this process does not seem to allow for the decision to be changed. SLF briefed the board on the respective Representation and Appeal process. DP explained that following discussion with Hogan Lovells he had instructed them to support GBWR with the representation process and that they had agreed to do so as part of the pro bono partnership agreement. KMA said he would contact the senior partner at Hogan Lovells to express the board’s thanks.

- *Public Awareness Campaign.* The second strand of the proposed strategy would be the launch of a public awareness/support campaign fronted up by Mike Brown. DP explained that he had already met with Mike who had agreed to do this and that he (DP) was currently in discussion with a number of Marketing/PR agencies who might be interested in leading on this. He drew attention to the pieces already printed in The Guardian and Saturday Times and Ed Warner’s big piece in the Telegraph (see below). DP reported that he had also done 2 TV interviews with BBC and ITV.
- *Fundraising .* The third strand of the strategy is around fundraising and this would be linked to the campaign above but designed to raise money in the event that GBWR loses the representation. Crowdfunding and corporate initiatives are being worked up.

7.4 DP explained that Ed Warner, the Chair of UK Athletics and a significant sports administrator and influencer in the City had also been in contact with an offer to support GBWR in fighting the decision and if necessary to support any fundraising activity. DP had accepted the offer and Ed had already gone public and spoken to The Telegraph in a widely reported interview. KMA commented that he had since spoken with Ed and they had discussed his future involvement. In addition DP said he had meetings planned with BT and with the RFU to seek their further support and to understand their respective positions.

7.5 DP further advised the board that he would be taking early action to address personnel issues resulting from the UK Sport decision and that this would mean issuing some redundancy notices. Two members of the WCPP have 3 month notice of termination of their employment contracts and DP will take the appropriate action to ensure that the legal requirements relating to redundancy notification are met. DP also explained that he would be looking at the wider impact of the funding decision especially as to how it effects the resourcing of corporate elements of the NGB. This would not be looked at until the Sport England investment decision had been received and its implications understood.

7.6 The board welcomed the briefing and asked DP to provide regular updates as things evolved. Individual board members also offered their support as things develop. DP thanked board members and said that he was already in discussion with SLF who will support with the representation process. **Action: DP**

8.0 Finance & Governance

8.1 **October Budget Position.** DP briefed a full year positive variance of £25k at October. £58k of UKS funding had been drawn down ahead of budget but that will balance out by year end. Although WCPP was showing an adverse variance of £4k there was still some Rio costs to go through the accounts. There is also a further £25k of income to come from Sport England to cover expenditure for fitness equipment at Lillishaw.

8.2 In view of the UK Sport position. AF and DP will meet to discuss the overall financial implications for the NGB post the Sport England investment decision.
Action: DP/AF



8.3 The board reviewed the Safeguarding and Equality papers provided by DP and confirmed it was content with progress.

9.0 Board Development Day

9.1 The board thanked DP for the draft programme but agreed that in light of the UK Sport decision and the imminent Sport England investment decision it would be wise to review the programme early in the New Year.

10.0 Proposal to invite Suzanne Christopher, (SC) Head Charities BT to join the GBWR Board

10.1 KMA presented this item. He explained that SC had volunteered her services to the board, that he had met with her and felt that she was the right person to fill some of the skill gaps on the board. MD asked if there would be a conflict of interest in view of her BT position and the fact that BT was currently GBWR's principal partner. KMA said that he had discussed this with SC and both felt that it could be managed just like any other potential conflict. SC had also explained to KMA that she had discussed this concern with the Chair of BT who was supportive of her joining the GBWR board and felt that any potential conflict could be managed. The board discussed this and agreed that the strengths she could bring to the board were considerable and that whilst it would be important to be conscious of potential conflict this should not stop her being invited to join. It was agreed that whilst the board may not, in this instance, have followed a competitive and open recruitment process, the timing of her interest (post UKS decision), her existing familiarity with the sport and the specific skills that she brings provided an exceptional opportunity to co-opt a director onto the board that can add significant value to the Sport. SLF confirmed that making a decision in this manner is not in contradiction of the Governance Code and is permitted by Article 7 2.5. The board remains committed to an open recruitment process.

10.2 KMA proposed that SC be co-opted onto the GBWR board effective 1 January 2017. This was seconded by RA and the board agreed unanimously. KMA took an action to formally write and invite her with details of the induction process. MM and MD offered to support her induction.

Action: KMA/MM/MD

11.0 Business Plan/Budget Timetable

11.1 DP presented this but said that whilst his intention was that the broad timelines would still be the aim it may require further review as a result of the UK Sport decision and the timelines for the representation process and any early fundraising action. It was also dependent on the Sport England investment decision. The board agreed the plan subject to review.

Action: DP

12.0 Proposal to Recruit a Fundraiser

12.1 DP presented his proposal to recruit a fundraiser. In view of the UK Sport decision he explained that in many ways this position was even more critical but he said that although he was still seeking board approval for the post it was no longer his intention to advertise immediately but he wished to wait and review as part of the 2017/18 budget position. Following discussion the board approved the recruitment of a fundraiser.

Action: DP



13.0 Board Dates 2017

13.1 Version 11 of the Key Operational/Strategic Milestones were approved along with the 2017 board dates.

14.0 AOB

14.1 None

15.0 Summary of Actions:

Item:	Action:	Person Responsible
5.1	Review of ToR for the CEO, Chair and Vice Chair	KMA Development Day
5.2	Recruitment policy to be further reviewed	MM/MD
7.6	CEO to provide regular board updates on GB strategy	CEO
8.2	Review wider NGB funding implications of UKS decision	CEO/AF
9.3	Amend draft Strategic Plan to reflect Board comment	CEO
10.2	Letter to Suzy Christopher inviting her to join GBWR Board	KMA
11.1	Review business plan/budget timetable	CEO
12.0	Review Funding & Possible Recruitment Fundraiser	CEO

Date of Next Meetings:

30 Jan	Board Dinner	Lensbury Resort Teddington
31 Jan	Board Development Day	Lensbury Resort Teddington
28 Feb	GFC	TBC
14 Mar	Board Trustees	TBC
6 Jun	GFC	TBC
14 Jun	Board Trustees	TBC