



Record of GBWR Board of Management Meeting dated 18 February 2016

Present: David Pond CEO DP
Kirsty Clarke National Development Director KC
Lorraine Brown Performance Director LB
Daniel Hook DH

1. Apologies Nil
2. Minutes of meeting dated 14 Dec15
 - 2.1 Approved.
3. Actions arising not otherwise covered on the Agenda

Actions pre-28 July Record

 - 4.2 Wheelpower Activators. Follow Up post WWRC15
Action Complete
 - 13.2 Invoice for medical expenses to be forwarded to IWRF by LB. **Action: LB**
Action Complete
 - 2.1 List timelines for individual club affiliation and documentation list for GFC.
Action: KC
 - 3.3 Provide completed financial summary for Community Festival.
Actuion Complete
4. Q3 Performance Review Against Business Plan
 - 4.1 The Q3 review was completed and progress recorded in the review template. Areas of note:
 - 1.0 Youth Programme. Likely to remain amber at end of year. First crop of teams all at different levels of formation and still require considerable NGB support. Also different models of engagement ranging from working with partners such as Saracens Foundation through to the Wales team which is largely self-sufficient. There is still a requirement for some teams to get their own chairs to enable regular participation.
 - The 6 basic coaching sessions will be completed by end of year. These are not accredited sessions but designed to provide coaches with the skills necessary to deliver safe and enjoyable introductions to the sport
 - 1.3 Personal Recovery Centres. The model of delivery is evolving to accommodate the changing nature of rehabilitation. The centres seem to have less personnel present, as individuals are increasingly returning to their families and communities. Currently the focus is on preparing for the Invictus Games in Orlando in May. GBWR is providing coaching and services in



support of this. We will engage with H4H post Invictus to see how we can further develop our offer in the next year.

1.4 SIUs. Some real progress over this quarter and good linkages between the Salisbury Unit and Solent Club and Southport and Crash. 9 sessions of delivery are now confirmed across units with 4 already delivered.

1.5 NGB Access Opportunities. SE target already exceeded at Q3

1.7 Game Variants. Good progress being made and plans in place to pilot a version in first quarter of new financial year

1.8 This Girl Can initiative will be delivered in March in Loughborough. Other KPIs likely to remain Red at end of year. Work underway to look at using BME athletes to front an initiative post Rio

2.2 Quality Standard. This has been held up due to Sport England delay in settling Clubmark way ahead. This has recently been resolved and our programme will be re-scheduled to run in next financial year. The 2 Welsh clubs have already achieved the Welsh standard.

2.3 Partners. GBWR is now working with Meningitis Society, Blesma and Limb Power.

4.5 Lillishaw now confirmed as training centre for GB. Timelines for actions re-set.

5.2 Accredited Officiating Courses. This likely to remain red at end of year with resource constraints limiting progress. Lack of international opportunities is also hampering development of referees with international potential.

Action: CEO to write to IWRF requesting details of opportunities over next cycle for referees and table officials

5.6 Mandatory Training Opportunity. This will remain red at end of year. Discussions in place with Sport & Recreation Alliance about access to relevant courses.

6.7 Pension Provision. This is a high priority area which CEO will focus on in current quarter.

Action: CEO

5. [Confirm Budget 2016/17](#)

5.1 BOM confirmed the work undertaken at the Budget development workshops on 20 Jan and 11 Feb. BOM confirmed Budget version 004 for submission to Board Trustees on 9 Mar 16.

Action: CEO

5.2 Budget areas to be profiled across the period and provided to DH who will input into spreadsheet.

Action: All



6. [Business Plan 2016/17](#)

6.1 BOM agreed the following top 5 priorities for 2016/17:

- Keep growing the sport
- Progress workforce development
- Achieve or exceed the Rio target
- Maximise the value of current partnerships
- Achieve UK Sport and Sport England investment for 2017-2020

6.2 Objectives and KPIs were agreed across all 3 business areas.

Action: DP to provide plan narrative

BOM to provide any changes to draft KPIs to DH who will produce draft version for BOM confirmation

DP to seek Board approval for plan at Board meeting on 9 Mar 16

7. [Tri-Nations Tournament](#)

7.1 Preparation for tournament well advanced. Mary Nicholls is project lead. KC to link with Mary on community programme. LB to look at making players available on the Friday for Q&A with schools. CEO to confirm position of Roma support.

Action: All

8. [Kit Requirement](#)

8.1 The BOM reviewed the BLK evaluation paper. Whilst recognising that there remains some areas of poor performance the BOM agreed that BLK should remain the kit provider but that CEO should meet with BLK and discuss performance weaknesses and seek an agreed SLA. CEO approved £5k in-year expenditure from Corporate to meet 2016/17 kit requirements. KC to provide NDD staff requirements.

Action: All

9. [Meeting Updates](#)

9.1 ***Roma.*** CEO reported a very positive meeting with Roma. Roma is interested in negotiating a new 4 year sponsorship arrangement for the National Championships which CEO will progress. Roma will no longer support the repair of non-Roma chairs and equipment at no cost. They are willing to provide a service but will charge for parts and labour. CEO agreed that the development of the elite chair will be put on hold until after Rio.

9.2 ***Onshore.*** CEO has negotiated a new 1 year contract with Onshore to support the community programme. KC and Onshore are to meet and agree clear deliverables before the contract is finalised. All GB media will be managed through the BT contract and the media provider appointed by BT.

9.3 ***European Championships.*** CEO reported that UK Sport is funding a venue options study which will be used as a key element of determining whether GB should bid for



the European Championships. Kara Gonzolaz has been appointed to deliver the study and work is already well advanced.

9.4 **On-Site Audit.** The fieldwork for the Moore Stephens On Site Audit was completed on 17 Feb. CEO reported that the auditor's debrief did not indicate any major areas of concern though the financial health of the NGB was an issue discussed at length. CEO expects a summary of the main points to be provided for further discussion over the next week. A final report is not expected before end of April.

9.5 **Get Kids Going.** CEO reported a successful meeting with the CEO of GKG who has pledged funding for 5 chairs. Two of these have been identified for athletes in the Talent squad and a further for an athlete in the elite squad. CEO asked LB/KC to identify two further individuals who would benefit from a new chair.

Action: LB/KC

AOB

10. CEO asked KC and LB to provide him with any changes required to the current insurance schedule as he will be negotiating new cover in the next two weeks.

Action: KC/LB

11. CEO asked that the draft Membership Rules be circulated to the DMG and tabled for discussion at the DMG meeting in May.

Action: KC/DH

12. LB reported she is working on the business plan for the Sport England Capital Equipment grant which should be ready to be presented by the start of March.

Date of Next Meeting

23 Mar16