



## Record of GBWR Board of Management Meeting dated 20 September 2017

Present: David Pond CEO DP  
Kirsty Clarke National Development Director KC  
Lucy Knight Head Fundraising (LK)  
Leigh Boswell Corporate Secretary (LB)

1. Apologies Nil

2. Minutes of meeting dated 21 June 17

2.1 Approved

3. Actions arising not otherwise covered on the Agenda

Carried over from 26 April

- 5.1 DP still waiting to meet with Sport England re clarification Governance Code requirements
- 12.1 CPSU formal notification of Advanced Standards still not received. KC will chase
- 14.1 Project group to look at outstanding recognition to be actioned. DP

Carried over from 24 May

- 6.1 DP reported that the Business Plan was approved by the Board Trustees on 14 Jun. He said it remained a working document and that KC may update the Sport England KPIs post her meeting with SE on 9 July.

20 Sep

- 7.5 LB to contact DH and get company details of the providers of data base
- 8.1 DP to fix website workshop in Cornwall for 21 Sep
- 9.1 LK to explore shared files options
- 12.1 KC to provide DP with details of work ongoing with Premiership Rugby
- 14.4 LK to explore shirt options for LMAX

4. Q1 Q2 Review key Points.

- 1.2 KC to confirm Membership Number as 379
- 1.4 KC to confirm number of clubs
- 1.5 KC/DP to confirm any outstanding matters in regard to those clubs whose applications for affiliation were returned by the GFC pending final confirmation of actions.
- 1.6 Once actions confirmed then formal letters to clubs to be issued.
- 1.6 KC to investigate situation in respect of Clubmark as unlikely now to be supported by CSPs
- 1.7 KC to provide action plan for under-represented groups. Currently plan to target rainbow laces campaign and womens day in March 18.
- 2.1 DP requested updated action plan now that Project Officer in Place



- 3.0 Youth Programme to be reviewed in light of LT partnership. DP to discuss early launch with BT.
  - 4.3 Talent Coach yet to be appointed. First Selection Camp planned for 8/9 Oct but may have to be delayed until coach in place.
  - 5.1 DP to ensure no conflict between planned GB event in the spring and the SS calendar
  - 5.2 Proposal that National Championships are held in High Wycombe to be confirmed
  - 6.0 Mid November Coaching Course already fully booked. There will be a new course in place by Jan 18 linked to Level 1 Safe Session. UKCC is subject to review by Sport England
  - 6.2 Louise Satherley has been appointed as Workforce Development Officer. DP asked for an action plan which meets objectives for support of officials/classifiers
  - 6.3 Action required to expedite the database requirement. DP
  - 6.4 Volunteer objectives in red due to late appointment of WDO
  - 6.5 CPSU and consultant to develop a Time to Listen Course specifically for Wheelchair Rugby. KC to update.  
Confirm RFU will manage Safeguarding case management and DBS. KC to update  
Confirm achievement of Advanced Standard KC.
  - 6.6 KC/DP to update on Peter Harrison support at next meeting and flowing their meeting at Loughborough.
  - 6.7 KC to confirm development of DMG self review process
  - 6.8 DP to confirm AGM date and location.
5. [AOB](#)
- 5.1 DP to discuss launch of Rupert Moon as ambassador. Provisional date 19 Oct
  - 5.2 DP to meet with Onshore re outstanding Comms issues

Date of Next Meetings

18 Oct 1000 Twickenham  
22 Nov 1000 Twickenham  
14 Dec tbc Twickenham