



Record of GBWR Board of Management Meeting dated 14 June 2015

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

1. Apologies Martyn Salt (MS)
2. Minutes of meeting dated 8 April and 29 April 15
 - 2.1 Approved.
3. Actions arising not otherwise covered on the Agenda
 - 3.3 Paper required detailing strategy for Wales. Meeting with Injured Players Trust 3 Jul 15. KC to report back at next BOM
Action: KC
 - 4.2 Wheelpower Activators. Meeting to be arranged with Wheelpower new date to be agreed due to BT WWRC15 Ticket launch **Action: DP**
 - 6.5 Chair branding. Confirm completion at next BOM **Action: LB**
 - 7.1 LB confirm the date for the GB squad visit to Roma **Action: LB**
 - 7.2 LB reported that Mary Nicholls was available to support the Equality agenda. **Action: DP**
4. AGM
 - 4.1 DP reported that the calling notice, Agenda and resolutions had all gone out to Members and are available on the website. No Member resolutions had been received. Proxy Forms will go out on 25 June and the deadline for Member AOB is 1200 6 July.
 - 4.2 Full Annual Report and Financial Statements have been posted on the website and the short version is being completed and will go to print week of 29 June.
 - 4.3 Draft BOM Presentations to be forwarded to Daniel by 10 July. No more than 10 Minutes and should review achievements against 2014-15 Business Plan and outline key objectives for year ahead. The short version of report should help as this covers the main areas. **Action: All**



5. Development Programmes

- 5.1 Rugby Wheels. Focus on Stoke on Trent, Nottingham and Bristol and also planning around the 2015 Fan Zones and Trophy Tour. Four areas in Wales are also being targeted and funding has been achieved from Tesco Schools campaign which will fund delivery.
- 5.2 Club Development. Dorset; Yorkshire Lions (Pinderfields) and Liverpool (Greenbank) are the next batch of new clubs who should be admitted to the Super Series this year. Norwich and Brighton are the next group of potential new clubs which the RDOs are currently supporting.
- 5.3 SIU. KC explained that more work was needed to understand better the changing pathways for those who have incurred a spinal injury. She will be looking to gain a better insight into the changing rehabilitation programmes before reviewing the GBWR approach. **Action: KC**

6. BT Youth Programme

- 6.1 KC reported that following successful interviews Stuart McLindon was to be offered a contract as Youth Programme Manager and Luke White as Projects Officer. Luke's initial focus will be to support the development of the 6 youth teams who will take part in the BT Youth Festival in October.
- 6.2 The game variant for the youth programme is being developed and with DP who is discussing with Richard Allcroft. **Action: DP**

7. WWCP Update

- 7.1 LB reported that the tournaments in Finland and Japan had enabled the coaches to try new line ups, partly as a result of the illness of a key athlete. Review of the tournaments had just been completed and there will be further work to look at improving the process for managing illness when away from home.
- 7.2 The next key event is the Metro Cup where the focus will be on getting all athletes classified. For most in the elite squad this should result in a permanent classification.
- 7.3 Selection for the European Championships will take place on 7 July with an announcement after 1200 on 8 July.

8. BT/Synergy Update

- 8.1 DP reported on the ongoing work with BT and Synergy. The next phase will be for Synergy and development to meet and discuss how Synergy can add value to our development programmes, particularly around support for marketing and branding. Stage 1 of this will be a joint meeting on 2 July to discuss the BT Community Festival in October.



8.2 Synergy, BT and ITV have just completed a 3 days gathering film/imagery, this will provide some standard imagery for wider use and will be used by ITV to make the promotional films for BT WWRC15.

9. Fan Zones/Trophy Tour RWC15

9.1 KC reported that current activity around the fan zones and trophy tour was development led. She further explained that much of this activity was also dictated by the contractual agreements in place with Sport England and GLA. DP explained that he had been approached about potential activity at the Wembley, Trafalgar Square and Olympic Park sites. It was agreed that DP should follow this up to see what opportunities there may be. **Action: DP**

9.2 DP asked for clarity about who was delivering the fan zone activity and how this was being quality controlled. He requested further detail about one potential provider and sought assurance that all necessary checks were in place – safeguarding, insurance, H&S etc. **Action: KC**

10. Strategic & Operational Milestones

10.1 Version 003 was reviewed. Key dates to be added are Super Series and National Championships. **Action: KC**

11. New Trustee Induction

11.1 DP briefed that the Board had co-opted 3 new Trustees: Margaret Moore (Legal portfolio); Roberta (Bobby) Davies (HR portfolio) and Mary Daunt (non-portfolio role). All would join the Board in September though all had been invited to the AGM as observers. DP will now lead on putting together an induction package which will begin with a day briefing which NDD and PD would be invited to present their areas. It had been hoped to do this before September but it is proving a challenge to co-ordinate diaries so it may not happen until late September. **Action: DP**

12. Planning Ahead

12.1 DP reminded the BOM that the August meeting would focus on Q1 Review against Business Plan; Q1 Management Accounts and National Championship Review Paper.

13. Credit Card Returns

13.1 DH briefed the BOM on the new requirement for returns.



14. AOB

- 14.1 LB briefed the BOM on the proposal for the Peter Harrison Centre to support research into classification through a PhD student to support two projects:
 - 14.1.1 A research project in further developing classification, in partnership with IWRF using the GPS system at the WWRC15 in collaboration with Dr. Viola Altman.
 - 14.1.2 The development of resources to support the GBWR Player Pathway curriculum to support and complement the GBWR coach education programme under development.
- 14.2 DP updated on media releases. The next will be 100 Days to Go to BT WWRC15 and to align this with the announcement of the ITV broadcast agreement.

The dates of next meetings are:

1000	29 July	Twickenham
1000	20 August	Twickenham
1000	23 September	venue tbc