

Record of GBWR Board of Management Meeting dated 25 July 2013

Present: David Pond CEO DP
Kirsty Clarke Head of Operations KC
Lorraine Brown Performance Director LB
Daniel Hook Corporate & Membership Secretary DH

1. Apologies None

2. Minutes of meeting dated 18 Jun 13

2.1 Approved.

3. Actions Arising

3.1 All actions complete with the exception of:

- Contracts. Brian Ward and Lee Stutely's to be signed. Action: KC
- Super Series 2, 3 and Nationals Evaluation to be forwarded to DP. Action: KC
- Data Management. DH to liaise with RFU IT. LB to follow up EIS option for performance data management. Action: LB
- DP to sight central H&S file held by DH at Twickenham
- Date to be agreed for staff training day: possibly 11 Oct Birmingham Action: All
- LB reported on Chair Project plan. A player group comprising of Alan Ash, James Price, Johnny Coggan and Matt Sullivan was being brought together with the aim of a 12 month project with Roma to start post Europeans. Action: LB to report progress at October BOM

4. Q1 Formal Review

4.1 Q1 review was completed and recorded against template. BOM satisfied that at this point there are no areas of major concern. Areas rated red with current action to be taken are:

- 1.1 Possible option for limited programme using Nigel Wray sponsorship . CEO has also given details to other potential sponsors and awaits response
- 2.2 KC to review
- 2.7 Slippage to be recovered post Europeans
- 3.3 Link to 1.1 priority to get youth programme funded
- 3.4 As 3.3 above
- 5.1 Have engaged with SCUK and awaiting Sport England intervention before determining action
- 8.1 Awaiting updated Onshore proposal
- 8.2 To be considered alongside 8.1 above

Other actions falling out of review:

- 3.5 Copy of post competition reviews to be forwarded to DP for inclusion in BOT report
Action: LB
- 5.4 Agree a mechanic support package to be delivered to clubs by GBWR mechanic.
Action: KC/LB

- 6.7 Support to the IWRP to be discussed with Richard Allcroft. Action: DP
- 7.3 Need for greater contact with Saracens Foundation. Action: KC
- 8.4 Agreed the principle of a Member satisfaction survey using Monkey survey. Questions to be developed for discussion and agreement of DMG Action: KC

5. June Management Accounts

- 5.1 These were only made available during the meeting. All to review out of committee and attempt reconciliation. All to feedback to DP projected current position in area of responsibility as soon as revised version is available. Action: DH to facilitate

6. Kit Supplier

- 6.1 LB explained the difficulties that were being experienced with Canterbury which have resulted in the elite programme using O'Neills in Ireland. The BOM agreed to explore a NGB contract with O'Neill. DP explained that O'Neill was also Harlequins supplier and that there may be an opportunity to gain from Harlequins partnership and possible discount. DP requested that KC and LB provide a list of requirements which DP will then discuss with Harlequins. Action: All

7. Coloplast Contract

- 7.1 DP is meeting with Coloplast on 31 Jul to sign a new contract. LB explained the nursing position which needs to be discussed with Coloplast as part of the meeting. Action: DP

8. 50 Month SE Review

- 8.1 KC and DP met with Chris Colby Sport England on 24 Jul for the 50 month review. This appeared to go well and we await the formal report. Areas where we have sought Sport England assistance are with SCUK and in relation to feedback from Lord Taverners on the Youth proposal.

9. Safeguarding Policy and Standards Implementation

- 9.1 The BOM considered the draft policy and plans and KC explained that the CPSU was waiting for NGB approval prior to confirming that the Safeguarding Preliminary assessment had been achieved. KC briefed that the CPSU were content with the drafts. DP still had some concerns particularly over the capacity to implement within the timelines proposed in the plan. This was discussed at length and it was agreed that we should seek some additional external consultancy support. KC was invited to discuss with the CPSU with the aim of identifying potential support from consultants who may have worked with other sports.
- 9.2 DP and LB also had some proposed changes to the drafts and it was agreed that these would be forwarded to KC.

Action: KC to seek additional consultancy support with the aim of the work being completed by end of August (this is important as it will feature in Self Assurance and if not achieved will potentially impact our ability to achieve the Green rating). DP and KC to email proposed changes to draft policy to KC as soon as possible

10. Quick Issues

- 10.1 Harlequins Launch. Agreed change of date to 28 Sep. DP to discuss with Harlequins.
- 10.2 Sports Fest. Concern that this may be held at Bath. Confirmation sought that WR can be played at the venue. LB to confirm with BPA.
- 10.3 National Paralympic Day. DP to discuss WR contribution with Vanessa Harlow at BPA.
- 10.4 Middlesex Foundation Presentation. Kylie Grimes to represent GB with Johnny if he is keen to take part. Meet at Twickenham at 1030 on 18 Sep. DP will provide further details.
- 10.5 RFU Finance Meeting. Fixed for 7 Aug.
- 10.6 AGM Rescheduling. The best opportunity is at SS2 event in Birmingham on Oct 12. It could be a truncated meeting held at lunch time providing the majority of Trustees were able to attend. KC to discuss the proposal with DMG. DP to do same with Trustees.

11. AOB

- 11.1 DP briefed that he has a new potential sponsor onboard for in the region of £20k. The sponsor wishes this to be targeted at delivery. DP asked for proposals from KC and LB by Monday 29 Jul.

DONM: 22 Aug 13 Twickenham