



DOMESTIC MANAGEMENT GROUP: 2 MAY 2018 MEETING RECORD

Present:	JB	Julie Bunnage	GBWR National Development Director
	LS	Lee Stutely	GBWR Events & Competition Officer
	DH	Daniel Hook	GBWR Compliance & Membership Officer
	PA	Paul Arnold	GBWR Regional Development Officer (South)
	JC	John Colgan	Dorset Destroyers Wheelchair Rugby Club
	IH	Ian Hosking	Stoke Mandeville Wheelchair Rugby
	BP	Brian Pitchford	Canterbury RFC: Canterbury Hellfire
	JP	James Price	Gloucester Wheelchair Rugby Club
	PW	Pete Wells	Team Solent Sharks Wheelchair Rugby
	CS	Craig Streeter	London Wheelchair Rugby Club
	DN	David Needham	Leicester Tigers Wheelchair Rugby Club
	KJ	Keith Jones	Ospreys Wheelchair Rugby Club
	CP	Chris Perkins	Westcountry Hawks Wheelchair Rugby Club
	IF	Ian Farrant	Westcountry Hawks Wheelchair Rugby Club

1. Welcome / apologies

- 1.1. JB opened the meeting and thanked the DMG for attending, noting that she is now the interim NDD replacing Kirsty Clarke.
- 1.2. Stuart McLindon GBWR Youth Programme Manager
Susan Aldridge GBWR Head of Officiating
Louise Satherley GBWR Workforce Development Officer
Tom Rogers GBWR Regional Development Officer (Wales)
Simon Starr GBWR Regional Development Officer (Midlands)
Dale Thompson GBWR Regional Development Officer (North)
Adam Simmons GBWR Projects Officer
Conor Murphy GBWR Talent Programme Manager
Brighton Buccaneers
Yorkshire Lions Wheelchair Rugby Club
Liverpool Lions Wheelchair Rugby Club
Woodbridge Wheeled Warriors
Glasgow Wheelchair Rugby Club
Rygbi Gogledd Cymru Wheelchair Rugby
West Coast Crash
Northampton Saints
DMP Bulls Wheelchair Rugby Club

2. Minutes of last meeting

- 2.1. An issue around DBS fees charged to JC incorrectly has been resolved by PA.
- 2.2. Individuals with PTSD are not eligible for 5s, however the game will be reviewed after the summer league completes in Sep 18.
- 2.3. The IWRF previously collated details on European competition, however struggled to get full responses from member nations and no longer completes this exercise.
- 2.4. A video conferencing system is still under review and will be discussed in further detail during the meeting.
- 2.5. The record of the last meeting was agreed and is to be finalised and distributed.

ACTION: DH

3. Head Office / staff update

- 3.1. JB is the interim NDD.



3.2. Simon Starr has a new role outside of GBWR and has reduced his hours with GBWR; a full-time RDO role has been advertised ,with a focus on delivery in London and the Midlands.

3.3. Conor Murphy is the Talent Programme Manager; with Gary Banks no longer the RTC Coach for the South region, this role has been advertised for.

4. Competition

4.1. Rules – current league rules were reviewed and suggestions made as documented below; suggestions to be emailed out to DMG to be voted on and league rules updated for final agreement.

ACTION: DH / LS

4.1.1. Team sheets

No longer collected for each event 2 weeks prior in favour of a single roster – reference to event team sheets should be replaced with reference to in-season roster changes submitted 2 weeks prior to each event.

Change agreed

4.1.2. Import players

It was discussed that import players (most often elite level players) can be brought in to help clubs field teams, however this can give a false representation of a team's ability and can limit GB player opportunity for development. Other nations charge fees for use of import players, however this system is biased towards healthier clubs.

Survey:

- Import players to be reduced to 0 / reduced to 1 / keep as is but must register at season start

4.1.3. Transfers

D2 is scheduled before D1 to allow GB players more recovery time after the international season, however this allows D1 players to roster with a D2 team at season start for SS1, and subsequently transfer to a D1 team for SS1 – boosting the ranking of that D2 team.

Survey:

- Restrict transfers so that players cannot compete in SS1 for more than one division

It was suggested that clubs could operate a 1st and 2nd team system, allowing fluid transfer of players up a division, however it was agreed that this affected only 3 clubs at present.

4.1.4. Nationals

Currently players can attend the Nationals having competed in 2 Super Series events (for any team) – this has benefits for development and supporting clubs struggling to field teams, however is open to abuse to boost performance.

Survey:

- Change to require attendance at 2 Super Series with the team they attend the Nationals with (maintaining clause for extenuating circumstances)

Where the Europa Cup is no longer held, an alternative incentive was questioned, such as a prize or waived fees – to be investigated.

ACTION: LS

4.1.5. Standby players

This facility has not been used and suggest referring to extenuating circumstances.

Survey:

- Remove standby players feature and replace with clause allowing for use of additional players under extenuating circumstances

4.1.6. Classification



Rewarding is required around deduction of points for teams fielding female / over 45 year old players rather than from the players.

Change agreed

The deduction for over 45 year old players was introduced to encourage players to remain in the game, however with the sport's growth this is less of a concern and may limit the court time for less experienced young players in development.

Survey:

- Remove over 45 deduction ruling / increase 45 age boundary to 50 years / keep as is but limit to maximum of 9 true points on court for any reductions

A question was raised around reduction of points for transgender players – IPC / IWRF response to be confirmed.

ACTION: LS

4.1.7.

Support staff

Support staff may be full members (e.g. coaches) and thus not limited to Associate membership.

Change agreed

Support staff to be referred to as such, and not escorts.

4.1.8.

Change agreed

Forfeiture

Rules permit for sanctions against teams forfeiting an event, however this has not been used as teams have communicated well.

It was clarified that in forfeited games, the forfeiture scoring of 1-0 is recorded however true scores are presented for social media purposes

4.1.9.

Promotion / relegation

Teams can forgo promotion to maintain a top level in a lower division – the rule was introduced when there was a clearer division split, however the league has developed.

Survey

- Remove ruling to automate promotion / acceptance of playoff game

Teams can voluntarily relegate to a lower division, however this can allow teams to maintain a top position in a lower division.

Survey

- If a team opts for voluntary relegation, they must be relegated to the lowest division / drop down a single division but receive a 10 point deficit

4.1.10.

Draws

Currently draw situations are avoided by extra time, however there is no limit which can have issues for scheduling.

Survey

- Maximum of three extra time periods, followed by Golden Goal scenario

4.1.11.

Ties

The IWRF rules cannot be applied in all tie scenarios for the league, wherein tied teams may have played each other an unequal number of times. The rationale for how the 17/18 league was decided was outlined. It was discussed that all teams can be awarded a joint place, however this has implications for deciding Nationals placings. Suggested that tied teams can complete a round robin before the Nationals, however this has scheduling implications.

Survey

- For presentational purposes, teams will be awarded a joint position, however for internal standings the process used in 17/18 will be used going forward.

4.1.12.

Technical protests



Questioned whether officials complete chair checks and it was confirmed that this has been limited by the number of officials with expertise, and instead focus has been on chair safety checks – although this is being worked on.

4.1.13.

Kit

Teams are required to have 2 kits, however GBWR is flexible where this is not feasible for a club.

4.2.

Talent Loan system

4.2.1.

The system was outlined and it was clarified that it had not been in place last season due to the absence of the talent pathway – previous feedback was positive however, and so GBWR is looking to implement.

4.2.2.

The system was outlined as applicable to all on the programme and not just the 12 athlete squad – it was discussed that other athletes identified as talented but not attending RTC sessions due to other commitments may be considered.

4.2.3.

Changes were discussed and agreed to wording of the document:

- Athletes may be loaned up more than 1 division (as original document was in place when GBWR operated 2 divisions only)
- Teams voting on the loan should be those in the division the athlete moves to, and not the entire league (clarification over meaning of original document)

ACTION: DH / LS

4.2.4.

The process was outlined again as in some instances teams were highlighting players wanted, however this should be at GBWR's discretion – suggested issuing a form to standardise the process.

ACTION: DH / LS

4.3.

Scheduling

4.3.1.

18/19 dates were outlined – SS1 confirmed for all divisions and remaining weekends to be finalised.

D1 20-21 Oct Fenton Manor

D2 13-14 Oct Stoke Mandeville Stadium

D3 15-16 Sep Stoke Mandeville Stadium

4.3.2.

Nationals confirmed for 6-7 Apr Leicester Arena. Interest was gauged for an additional event for those teams not qualifying for the Nationals – this was welcomed and is to be investigated further.

ACTION: LS

4.3.3.

Other competition dates were announced:

Swiss LPT 26-28 Oct

Rugbymania 15-18 Nov

Bernd Best 12-14 Apr

Europeans Jun/Jul

5.

Safeguarding

5.1.

Gill Camina (GC) is GBWR's Lead Safeguarding Officer and has highlighted that the biggest issues for the attention of the clubs are:

- promoting reporting/sharing of concerns and seeking support.
- ensuring CWOs are appropriately recruited and trained (SPC and TTL ideally)
- (The date for the next Wheelchair Rugby TTL Course will be released next month).
- safe deployment of any volunteer who is not always supervised e.g. DBS, two references and appropriate training (SPC).
- Codes of conduct for players, coaches/volunteers and parents - promoted on joining or at induction, signed and returned to indicate that they have been read, understood and they agree to comply with them.



- 5.2. GBWR has its Safeguarding Annual Review next week.
- 5.3. BP highlighted a concern over conflict between data protection and keeping required safeguarding information available at events – to be clarified.

ACTION: JB

6. DMG self-review

- 6.1. It was outlined as taking the same format as previous years for benchmarking, and the DMG was encouraged to participate to support GBWR and the group – the review survey to be sent out.

ACTION: DH

7. AGM

- 7.1. AGM date announced as 19 Sep.
- 7.2. GBWR encourages attendance in person where possible, to give members the opportunity to question the Board and SMT – to this end, a survey will be issued to all members asking for their location preference (Twickenham, Birmingham or Leicester) if wanting to attend in person, and the DMG was asked to highlight this opportunity to club members.

ACTION: DH

8. Membership database

- 8.1. The new membership database, developed by Azolve, was outlined with a scheduled launch date of end-May / mid -June prior to the end of the current Membership season
- 8.2. Initial member registration features were discussed and additional functions (including recording of qualifications and submission of youth registration documents) were highlighted as items to be introduced once the system is embedded; furthermore.
- 8.3. The change from a fixed membership period to a rolling annual subscription was noted due to the current system charging members different fees based on their join date – it was questioned whether a non-fixed period would cause issues as it will be less clear whether members are registered at any given time (e.g. ahead of an event), however it was clarified that this event membership review is currently undertaken manually, and with 5s and the youth league it is increasingly difficult to find affixed date which does not interrupt the season of one or more game variants.
- 8.4. Functions for club admin (managing club members and submitting rosters) were noted as features to be introduced when the system is embedded, and it was noted that training / workshops can be provided to support clubs if needed. It was also clarified that whilst the database allows individual sign-up online, there is flexibility for club admin to register their club members and pay separately on invoice.

- 8.5. [Post-meeting note]

Membership categories

GBWR has found that the number of membership categories should be streamlined as the current options cause some confusion – the changes are outlined below:

Current	Going forward
Full / voting: adult players / coaches	No changes to category
Associate: adult volunteers etc. (via pool system)	Now just single person membership without pool system so this can be managed in the database – fee to be adjusted down accordingly
Family associate: 2 adults / 3 children as	Remove category as has very limited use



associate members	in the past 7 years
Non-resident associate: (adult players / coaches outside of England, Scotland and Wales)	No changes to category
Licensed official	Remove – move into associate or youth associate category , where officials’ membership was historically (also avoids confusion over club staff wanting officiate, or vice versa)
Youth: 12-17 yo players	No changes to category
Youth Associate: 14-17 yo volunteers etc. (via pool system)	Now just single person membership without pool system so this can be managed in the database – fee to be adjusted down accordingly
Youth Programme: 8-17 yo players in youth programme only	No changes to category

8.6. [Post-meeting note]

Membership fees

8.6.1. GBWR has maintained the same membership fees for several years, however will need to make small increases this year, although remain confident that the fees are considerably lower than other sports.

8.6.2. Funding bodies, such as Sport England, expect NGBs to move towards self-sufficiency by the end of the 17-21 cycle, which can be demonstrated through membership fees and sourcing other income.

8.6.3. The Chief Exec is currently working with other small NGBs to present a case for a minimum level of Lottery funding to support small NGB infrastructure, however we must continue to demonstrate support working towards self-sufficiency.

8.6.4. The Membership fees have been increase by 10% (to the nearest full GBP) as below:

Category	Fee
Full / voting: adult players / coaches	£55
Associate: adult volunteers etc. (via pool system)	£22 [based on pool system fee being £40 at present]
Non-resident associate: (adult players / coaches outside of England, Scotland and Wales)	£40
Youth: 12-17 yo players	£28
Youth Associate: 14-17 yo volunteers etc. (via pool system)	£22 [based on the pool system fee being £40 at present]
Youth Programme: 8-17 yo players in youth programme only	£6

9. Programme updates

9.1. 5s

9.1.1. The summer league launches on 5 May with 9 club teams and 1 mixed team – 106 players (70% being new to the sport).

9.1.2. Questions were raised over the number of players on court and the exclusion of PTSD separating the game from Invictus players; it was highlighted that teething problems



- can be expected with a new sport and that a consultation / feedback period will take place after the summer league ends.
- 9.1.3. It was noted that the initial idea was for a game for those ineligible for the Paralympic game, however 5s now accepts these players – it was countered that a high proportion of players registered were new to the sport.
- 9.2. Talent - Darren Mathews is the lead coach and Alan Ash assistant, and they can be contacted by clubs wanting to highlight players for the pathway.
- 9.3. Coaching
- 9.3.1. GBWR is in the final stages of producing the accredited Level 1 Activators course to be launched Summer 18.
- 9.3.2. Level 2 course dates are to be confirmed – Sep/Oct in England and Nov/Dec in Wales; it was clarified that as GBWR must pay for each person's place at both dates for the course, it is not possible (except in extenuating circumstances) to attend the first date of one course and the second of another.
- 9.4. Workforce – an officiating workshop was held at Quad Nations, attracting 7 new officials (a key area for development).
- 9.5. Youth
- 9.5.1. Lord's Taverners sponsor the Junior programme, and there is potential for local support – to be investigated further.
ACTION: JB
- 9.5.2. There was a lack of clarity over the size of the goal in the youth game – to be confirmed.
ACTION: LS
- 9.5.3. The Lord's Taverners National Junior Tournament is 9 Jun at Stoke Mandeville Stadium.
10. GoTo Meeting
- 10.1. Video conferencing to be reviewed and made available at the next DMG meeting.
ACTION: JB
11. AOB
- 11.1. Club affiliation – the approach outlined is to be confirmed by the GFC, however it is proposed that to assist clubs completing the process or undergoing annual health checks, GBWR will run regional workshops for club admin officers etc. and will provide clarity on what is expected in the submission (as it has been found that in many cases a lack of clarity has led to, for example, GBWR policies being adopted as is rather than adopting and modifying to suit the club itself), with the aim of making the process easier for clubs.
12. DONM
- 12.1. 28 Jun – venue tbc
ACTION: DH
- 12.2. 19 Sep – venue dependent on AGM location
ACTION: DH