



Record of GBWR Board of Management Meeting dated 11 September 18

Present: David Pond CEO DP
Julie Bunnage National Development Director JB
Paul Arnold National Development Director PA
Daniel Hook Compliance & Membership Officer DH

1. [Apologies](#) Nil

2. [Minutes of meeting dated 27 Jun 18](#)
 - 2.1 Approved

3. [Actions](#)
 - 5.1 JB confirmed she was still looking at ways in which we could better evaluate the impact of our work. This is an ongoing action.
 - 10.1 Action to be put in place to discuss Event Strategy.
 - 11.1 Update required on induction process.

- 4.0 [Q1/2 Review \(notes supplement Business Plan Review Template](#)
 - 1.3 362 Members on database. Lower numbers than forecast joining from WR5s
 - 1.4 Newcastle declared as new club. Bulls are supporting them and they have loaned chairs from GBWR. 8 players to date but in the main WR5s. Hatfield also a development area and early partnership work taking place with CSP. A CSP apprentice is leading regular sessions and GBWR has loaned 6 chairs
 - 1.6/7 Women's event planed for October. Potential work around BME agenda in Coventry involving Mandep Sehmi.
Action: Discuss Oct BOM
 - 2.0 Next season there are 16 teams planned for WR5s competition and these will be 2 day events. These events will be chargeable.
 - 3.9 Team are developing the Youth strategy but need to understand which elements Lord's Taverners wish to be part of. LT undertaking their own review at the moment so unclear where this is going. GBWR will submit its funding bid for next year in October. The Wales Youth Tournament is now set for 18 Nov. DP to contact Rupert Moon to see his availability to support.
Action: DP
 - 4.6 Meeting to be arranged between Vicky Tolfrey Loughborough and DP to review partnership.
Action: DP
 - 4.9/10 DP requested evidence from Talent Investment.
Action: JB



- 4.11 DP expressed concern that he had seen the Talent coaching programme but no competition programme. JB said this was currently being reviewed and the Talent staff were looking for international opportunities before the end of March.
- 6.0 The next Level 2 qualification is being delivered in Wales the course is full. The Activator course was explained. It is a basic Level 1 introductory course which absorbs 'Safe Session' and is assessed. All RDOs will be qualified to run an Activators Course and be able to use it as a tool with teachers in schools.
- 6.6 JB asked to report back in detail at next BOM on Classification
Action: JB
- 6.9 PA to update at next BOM on workforce conference plan
Action: PA
- 8.1 DP to progress the Safeguarding meeting with the RFU.
Action: DP

5. Budget

- 5.1 The July management accounts gave no reason for concern but DP said he would wish to have a full reconciliation of the September accounts as they represented the half year point in the budget. This would be a key agenda item at the Oct BOM.
Action: ALL

6. AGM Preparation

- 6.1 DP confirmed that all preparation for the AGM were in place and all papers had gone out to Members and were available on the website. JB said that the DMG was going ahead just before the AGM so it was expected that all clubs would be represented. The BOM agreed to have all presentation slides to Daniel by the end of the week.
Action: All

7. Event Risk

- 7.1 DP asked that staff were proactive in reminding everyone about their responsibilities in respect of Health and Safety and risk management. RDOs should be conscious of this at clubs and events and ensuring that the appropriate briefings have taken place and that there is clarity over what to do in emergency situations. Understanding simple things such as what to do if there is a chair collision and someone bangs a head or if a fire alarm goes off is basic but important.

8. AOB

- 8.1 Nil

Date of Next Meeting:

0900	31 Oct	Twickenham
1000	27 Nov	Twickenham

