



## Record of GBWR Board of Management Meeting dated 22 January 2019

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. [Record of Notes Informal Meeting 18 Dec 18](#)
  - 2.1 Approved
3. [Actions Arising](#)
  - 3.1 Still Outstanding DP to meet with Vicky Tolfrey Loughborough to review Agreement  
Action: DP
  - 3.2 JB expressed concern about the increased financial information required by Sport England and our ability to provide this under our current coding system. Concern also that this may mean less flexibility in being able to manage the movement of funds between activity areas.  
Action: JB to discuss further with SE and to propose any code changes.
4. [Q3 Business Plan Review](#)
  - 4.1 This summary should be read in conjunction with RAG rated KPIs. Numbering below relates to KPIs
    - 1.1 PA to provide DP with timeline for when each club will have all documentation ready for presentation to GFC for assessment
    - 1.3 Figures have been subject to target review with SE approval. Current figures are: Full Members 259. Associate Members 114.
    - 1.4 Target exceeded to 24 Clubs
    - 1.5 Figures have been subject to review with SE approval. Currently 19 Paralympic teams: 15 English, 2 Wales, 2 Scotland. In addition 17 WR5s teams have entered the Summer League
    - 1.6 Exceeded 10% target to 13% of membership now female.
    - 2.0 The entire competition structure is under review with the aim of any new system becoming active from 1 April
    - 3.1 Change of reporting to make this more meaningful. There are now 90 young people who participate at least once a week
    - 3.4 Green. Regional tournaments held in Rochdale – 29 participants and Wales 50 participants. The Junior Nationals will have 5 teams totalling 40 players.
    - 4.7 20 athletes on the Talent Pathway
    - 4.10 Target being reviewed to make it more meaningful.
    - 4.11 Development Team will participate in Germany tournament.



- 5.1 NDD has met with clubs to look at the competition review options. Early signs are that the status quo is preferred with clubs meeting the additional costs. DP concerned at the ability of all clubs to meet such costs and sought assurance that all clubs are part of the review.  
Action: PA
- 6.1 Target exceeded. 2 courses have been run with 8 qualifying in Wales and 9 in England.
- 6.7 Target exceeded 55 officials now qualified
- 6.8 Two elements to the work. The Super Series is being used as a vehicle to collect data and populate the database and secondly a training programme is being put together for classifiers
- 6.10 Workforce Conference planned for 31 March. DP concerned that this clashes with Mother's Day which we as an organisation we should be enabling individuals to celebrate. Second DP wishes to understand the implications now that the workforce officer has resigned.  
Action: JB/PA
- 8.6 DP asked DH to discuss with SLF and document the priorities of the plan to be included in the next Business Plan.
- 4.2 The BOM discussed the need for greater feedback from the Membership. It was agreed that in addition to the 2020 annual survey of membership a Telesurvey would be undertaken by 15 October 2019.  
Action: JB
5. [Safeguarding](#)
- 5.1 DP provided an update on the Dorset Destroyers position. The club membership has elected a new Chair and Committee and GBWR are providing them with support. The ASC Poole investigation has been completed and a joint statement on behalf of ASC Poole and GBWR has been issued.
- 5.2 Until a different solution is agreed DP intends to continue to use the current Safeguarding consultant to support GBWR activity. DP will meet with the RFU again to discuss the potential for a partnership and will get an update on the safeguarding provision available through the SE group.  
Action: DP
6. [Staff](#)
- 6.1 DP requested an update on the current staff position. Vacancies are:
- |                        |          |
|------------------------|----------|
| Workforce Officer      | 2.5 days |
| Wales RDO              | 1.0 day  |
| Coach Development      | 1.0 day  |
| Competitions Officer   | 2.0 day  |
| Social Impact position | 2.0 day  |
- Action: JB/PA to provide update/plan by next meeting 6 Feb 19



7. Aspiration Fund

- 7.1 The requirements of the social impact piece of the AF was discussed. It was agreed that there is a need to recruit additional support estimated to be the equivalent of 2 days per week. In order to set the project up and to meet UKS initial requirements it was agreed JB would be engaged for a further 1 day per week until 31 March.

Action: DP

8. AOB

- 8.1 JB updated on Quad Nations community activity.

- Youth Development Officer is working with local schools with the aim of 15-20 juniors taking part in a competition on Saturday morning 2 March.
- A Women and Girls match will take place between 6-8 on Saturday evening.
- Mandep Sehmi and Ayaz Bhuta will deliver taster sessions aimed at ethnic minority groups in Leicester – 2 pre and 2 post Quad Nations.
- There will be a 'Introduction to Officiating Course' on the Saturday.

- 8.2 DP updated on the Board Strategy Day. He passed on the thanks of the Board for the briefing they had received. He briefed the BOM on the priorities the Board had agreed for the year:

- Stakeholder Management
- Embed Affiliation
- Succession Planning
- Diversity

He also briefed the Board's updated Top 10 Risks. These to be circulated.

Action: DP

- 8.3 DP asked DH to make new arrangements for Microtrading to attend to discuss IT provision.

Action: DH

- 8.4 DP explained that it had not been possible to consider the December Management accounts because they had not yet been received by Wilkins Kennedy. He said that a full reconciliation of these would be the key item of the meeting on 6 Feb ahead of the 2019/20 Budget session and it would be important that this was done in some detail as it would provide the basis for any final adjustments ahead of end of year.

Action: All

Date of Next Meeting: 0830 6 Feb 19