

Record of GBWR Board of Management Meeting dated 24 April 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 Meetings 6 Feb; 20 Feb, 26 Feb](#)
 - 2.1 With minor amendments these were all approved.
3. [Actions Arising](#)
 - 3.1 Nil
4. [2019/20 Business Plan](#)
 - 4.1 DP explained he wished to review the top 5 priorities as he had listened to concerns and feedback from Members about the need to refocus on the identification of new players eligible for the classifiable game. He asked for details of how many new classifiable players had become members in the past year. PA explained that the process has started to collect this detail from clubs but that the current database was not configured to collect this detail. DP asked that this be addressed as this is a core key statistic that the BOM should always be aware of. Following discussion it was agreed that included in the top 5 priorities would be 'Support recruitment of new Members with an impairment which is classifiable'. In addition a new KPI would be added which specifically focused on the recruitment of classifiable members.
Post Meeting Note: Following collection of data it was confirmed that 21 new classifiable members were recruited over the last year which is a very positive result
 - 4.2 With the changes made the BOM signed off the plan. DP asked DH to upload to the website and circulate to clubs through the DMG.
Action: DH
5. [Sport England End of Year Submission](#)
 - 5.1 DP thanked JB and PA for all the work to put together the draft EOY SE submission. DP was still reviewing this but would have it forwarded by the due date. JB updated on the membership survey plan. She explained that Sheffield Hallam were about to report to SE on a piece of work it had been commissioned to do in respect of collating the various NGB surveys to see what information was collected and what was helpful. SE plan to pull NGB leads together on 3 June to share this research and to use this to support NGBs to produce their own surveys. It was agreed that more needs to be done to strengthen our communication with our members and this will begin with an early survey of the membership. There is a sense that we could use technology much more to do this and DP



said this was an area he wished us to look into. In addition JB is reviewing the options for the provision of better support for communication.

Action: DP/JB

6. Safeguarding Annual Review Submission

- 6.1 DP thanked JB for the work she had done on the draft submission for CPSU. He took an action to complete the areas which needed further comment and to seek Hogan Lovell support for the policy review of Whistleblowing. The formal meeting with CPSU is scheduled for 5 June at Twickenham.

Action: DP

7. Aspiration Fund

- 7.1 JB is now funded to lead this work based on 2 days per week.
- 7.2 JB meeting the GB squad to undertake athlete audit of interests and current social impact commitments. This will be followed up with the development of profiles for up to 5 athletes.
- 7.3 The initial project was discussed which will involve Aaron Phipps linking to the Junior Programme between June and September.
- 7.4 JB has met with Will Watt of JUMP to scope an evaluation package. This work is ongoing.
- 7.5 DH confirmed receipt of the first instalment of Aspiration funding from UKS.

8. End of Year

- 8.1 DP said that the auditors will be conducting their field work at Twickenham between 15-17 May and that he would be focusing on the draft Annual Report. The end of year management accounts had still not been received but are expected by the end of the week. It will be important to go through these carefully to ensure entries are correctly coded and placed.

Action: All

9. NDD Recruitment

- 9.1 DP said there had been a large number of athletes and that the interview panel was now working to determine the short list. Interviews were planned for 7 May.

10. Micro Trading Proposal

- 10.1 DH explained that the GFC had reviewed the proposal and were supportive of it. DP asked for further assurance of costs and of cost benefit analysis. DH confirmed that the start up costs were significant - £6.5k and that monthly costs were then set at £356+VAT. This has been budgeted for in the annual budget. There would be savings of 'Google' costs and 'Go To' costs totalling around £155 per month. It was agreed that the Telephone Support and Remote access package was sufficient to meet GBWR needs and budget. DH was asked to confirm the hours this package covered and to action getting the migration started.

Action: DH



11. Strategic Operational Plan

- 11.1 DP asked all to send email updates to DH to collate.
Action: All

12. AOB

- 12.1 Talent. JB updated on Talent. Team of 10 athletes travel to Germany on Friday for its first tournament.
- 12.2 Lord's Taverners programme. GBWR are expecting a response to the funding proposal for the Junior Programme on 10 May. Request is for £259k over 3 years.
- 12.3 DP agreed to lead a workshop on the Competition Review on 27 June. Martyn Salt to present options and up to 3 members of each club to be invited to take part.
Action: DP
- 12.4 DP said he was keen to get on with the next stage of the Awards and Recognition process which is to develop the implementation plan.
Action: DP

Date of Next Meeting: 1100 25 June 2019 Twickenham