



## Record of GBWR Board of Management Meeting dated 3 July 2019

Present: David Pond CEO DP  
Lauren Templeton National Development Director  
Julie Bunnage JB (NDD Handover)  
Paul Arnold PA (NDD Handover)  
Daniel Hook Compliance & Membership Officer DH

DP began by welcoming LT into the GBWR team as the new NDD.

1. Apologies Nil
2. Record of Meeting dated 24 April 19
  - 2.1 Approved
3. Actions Arising
  - 3.1 12.4 DP to develop forward the Awards & Recognition process to have in place by end September
4. Q1 Review 2019/20 Business Plan
  - 4.1 These notes supplement the Q1 RAG Evaluation document
    - SP 3 Youth Programme. It was agreed that as soon as we received notification of the Lord's Taverners position in respect of any future investment, Sport England should be approached in the first instance as a potential partner for the programme
    - 4.7 DP to meet with Dr Tolfrey at PHC to review partnership and discuss support for Talent programme
    - 5.2 DP to contact Martyn Salt and confirm timeline for delivery of the detailed competition option
    - DP requested PA provide copy of any agreement or contractual obligations around bookings made for the Leicester Arena
    - 8.16 LT to contact Sheffield Hallam University to seek support for Membership Survey. Survey should be completed and analysed by end Oct 19
5. NDD Induction
  - 5.1 LT reported that her induction was going well and she thanked everyone for their welcome and the time given to support her induction. She explained that she would be arranging meetings with individual team members next week.
6. Micro-Trading
  - 6.1 DH provided update. Based on current contractual arrangements with G-Mail the implementation of the system will not take place until the end of the year. The plan is for a 3



month transition period where both systems will run but to be fully up and operational by the start of the new financial year. The main work will be around the migration.

- 6.2 The BOM discussed proposals for ensuring the security of key data.

Action: LT/DH

7.0 [AGM](#)

- 7.1 DP updated on AGM arrangements. The meeting will be at Twickenham on 18 Sep 19 in Shakespeare Room 1. DP will draft Calling Notice and supporting papers before he leaves for the European Championships for DH to send out and place on website on 21 August. To be quorate requires 37 members to vote either in person or by proxy. It will be important for RDOs to work with clubs to achieve this. It was agreed to explore the option of the next Competition Review meeting being held at Twickenham ahead of the AGM which would enable all clubs to have members already present.

- 7.2 DP explained that the format on the day would be as previous years. Short presentations from the Executive team with minimal slides. The Annual Report & Financial Statements will be placed on the website as soon as they have Board approval. In addition DP is working with the designer on a more consumer friendly version.

Action: All

8. [AOB](#)

- 8.1 It was agreed to meet at 1145 ahead of the SE Annual Review on 4 Jul

- 8.2 DP asked if there might be opportunities for some of our work to be considered for award recognition. The team agreed to look at this though the idea did not particularly attract widespread enthusiasm!

Next Meeting

- 1000 31 July Twickenham focus to be a detailed analysis on May Management Accounts.