



## MANAGEMENT BOARD MEETING – NOTES & ACTIONS

Wednesday 4 December 2019 –1830hrs start @ Lockleaze Sports Centre

**Present:** Adrian Siddorn [AS], Keith Gee [KG], Simon Thornton [ST], Andrea Grant [AG], Simon Collyer-Bristow [SCB], Nigel Gillingham [NG], Rob Beswick [RB], Tony Swash [TSw], Stuart Gilbraith [SG], Mike Heath [MH], Martin Woodward [MW], Rob Groves [RG], Tim Ravenscroft [TR], Rich Berry [RBy], Ian Smith [IS], Emma Jones [EJ], Steph Morgan [SM], Matt Parcel [MP]

1. **Welcome by Chair** – KG introduced the following to Board members: EJ as Safeguarding Manager for the north of the county and explained that Steve Sugar will take over the south in due course; Steph Morgan (known to some from Aretians RFC and Bristol Combination) as Coaching Coordinator [South], working alongside Tom Read [North]; Matt Parcel as a lead for Women & Girls, with two possible assistants in Kirsty Horner and Katie Thompson (still to be spoken with). AS echoed KG's thanks for their interest in GRFU and extended a warm welcome; Ian Smith was also introduced as Chair of Bristol Referees Society and Gloucestershire Federation of Referees (he has attended a previous meeting but was not known to all in the room).
2. **Declaration of Conflict of Interest** - none
3. **Apologies:** Adrian Danks [AD], Peter Shortell [PS], Mark Elton [ME], Barry Clark [BC], Shane Aldridge [SA], *Peter Williams [PW]*
4. **Notes of previous meeting:** approved, with no comments
5. **Actions outstanding**
  - 5.ii NG to speak with JB for a situation report – previously circulated. No questions/further comments.
  - 5.iii ST attended SWMBF meeting on November 7<sup>th</sup>; it appears a number of claims haven't been reviewed due to lack of supporting evidence/wage slips, however with the cover being mostly beneficial to self-employed players, the committee agreed to reconsider process of claims assessment. Next meeting is in February and until then, ST won't recommend the provision until hearing the update. One idea is to then survey to establish which clubs do provide cover, who with and for how much to then go back to them with an offer/incentive/subsidy. MP shared that NBRFC paid £2k for 1<sup>st</sup> year. AG referred to the approach from Gallagher and Jelf [both RSC members], which was put on hold until SWBMF is fully understood. **ST to update from February SWBMF committee meeting**
  - 5.iv Operating Procedures re-write by SCB with final date to comment – **ongoing**. AS and AG reconfirmed their offers of assistance.
- 7 Longlevens RFC MAR team promotional video – AG has shared, promoted on GRFU website and via social media channels
- 8 Away Day Action Plan – **AS to present at next MB meeting on Feb 5<sup>th</sup> 2020**

11.ii Action updated for TR to liaise with Steve Bevan and arrange committee meeting – TR confirmed a meeting was booked for Monday 13<sup>th</sup> Jan at Stroud RFC; AG asked if TR had booked room through contact details provided. **AG to confirm room booking. TR will send a proposal to AS/KG on improved coordination of AgeGrade rugby, notably clubs, schools and girls.**

**6. AOB** – listed below

**7. Financial update** –ST stated well within budget; suggestion made that, as Volunteers has one of biggest budgets within the LRP with little spend to date, some is transferred to Facilities. TSw commented that the aeration programme is a good way of spending money, promoting good work of GRFU and beneficial to a number of clubs. Assurance from ST that Volunteers will still have a decent budget. With EGM being postponed, AG suggested prior to next Executive Committee meeting on January 8<sup>th</sup>. **ST will confirm**

**8. RFU update** – previously circulated.

**8.1** SG commented that the original timing of Christmas will be too early to send invites for 2xv and below to enter into 1xv leagues. Invites will now go out in February, with points of deregulation and idea of how leagues will look, depending on the number of teams, once information will be known by RFU.

**8.2** Concern expressed of Local Rugby Planning process changing again; NG confirmed the process will in fact be as this year and communications should follow **[email since circulated 7<sup>th</sup> December 2019 to ALL MB members]**.

**8.3** NG explained, for the benefit of MB newcomers, that RFU Board members are attending the next MB meeting on 5<sup>th</sup> February, along with representative/s from RFU Diversity & Inclusion Working Group.

**Topics to be discussed on the night agreed as:**

- What is the RFU's strategy to preserve our core and game values, both in the elite and community game, given the repeated observation in the National Rugby Survey of the deterioration in both on- and off-field behaviour of players, coaches and spectators?
- What does the financial projection for the next 5 years look like, how will that effect the funding of both the elite and community game, and what is the likely impact of Project Light and Project Union on that financial projection, as well as on other aspects of administrating and supporting the community game?

**9. RFU Staff** – report previously circulated. Re XRugby7's, NG asked if this was at all AGP's including Oxstalls. BS confirmed North Bristol and Cheltenham, although the December session at the latter has now been cancelled and dates possibly pushed back to March. **BS to confirm**

**10. Combination reports** – all previously circulated:

**10.1.1** Bristol – no comment

**10.1.2** Forest of Dean – **RB will confirm details of Derrick Trigg's funeral [AG circulated, by email, on 5<sup>th</sup> December to all MB and Life Members]**.

**10.1.3** NGC – **AG to email BC to confirm date of cup final [BC confirmed date is Sunday May 3rd 2020 and apologised for typing error]**.

**10.1.4** Cheltenham –SCB commented that he liked the idea of Barbarians team

**10.1.5** Stroud - no comment

**11. Appointments** – KG stated that the Panel had not met since last MB meeting, although pleased that lots of activity has been carried out. KG thanked TF for the amount of work he has completed and the processes put in place. KG asked for approval on the following appointments: Steph Morgan and Tom Read, both as Coaching Coordinator; Emma Jones and Steve Sugar – Safeguarding Managers (north and south respectively). **All agreed. TF will meet with an interested RugbySafe committee member on Monday 9<sup>th</sup> December** re taking on the vacancy of RugbySafe Lead. Next Appointments meeting is Tuesday Dec 17<sup>th</sup>

**12. Competitions** – SG stated that at Level 7, Barton Hill beat Matson 27:7. Lots have not played the first round within Level 8 and although struggling, he hopes to achieve a nomination. Gordan League have cried off tonight's semi-final leaving Old Cryptians v Cirencester to play final on 21<sup>st</sup> at 2pm. Re Level 10, there are still plenty of weeks to get the games played. SG will need to review how they will run the cup competitions next season.

**13. Facilities & Funding** – report previously circulated. No comments/questions

**14. Governance** – report previously circulated.

**14.1 Replacement of RFU Council Representatives** – NG asked why wouldn't we ask a rep to serve three years? All agreed to a three-year term as opposed to two years. SCB requested the approval of an online ballot as opposed to postal, which will also be relevant to internal MB vote and allows those not in attendance of the meeting to vote. All agreed.

**14.2 Joint Heads / Co-Leads / Job shares** – It was agreed that each sector gets one vote. SCB recommends that those who attend MB meetings on behalf of a sector cast the agreed vote; if they can't decide amongst the sector, they abstain. **Through AG, SCB will send letter to MB along with job description by Friday 6<sup>th</sup> December.**

**14.3** MP referred to report (point 6) and asked the situation on poaching; SCB confirmed it is not encouraged, however there is nothing stated within RFU Regulations. GRFU would encourage all to have common courtesy and respect the values of the game, especially mid-season. MP stated lots of NBRFC players had also been approached and it seems a common theme.

**15. AOB:**

**15.1 LRP survey** – MH stated that, at the EB in August, he asked that a decision was made to put a recommendation to MB regarding the collection of information from our clubs. The majority felt that, as forums were held last year, it would be better to send an electronic survey. Alongside RDO local knowledge/insights from National Rugby Survey/ CB knowledge MH asked MB to confirm their decision on how we will collect information from clubs for next season's plan and proposed forums or electronic survey. MH confirmed he has examples of surveys and questions asked from other CB's/Areas. SG questioned whether we will miss an opportunity by not seeing clubs face to face. All agreed, if electronic survey is used, it will reach more people but the format needs to be right with questions written in the

manner for clubs to respond as well as possible, as it is meant to be their views. NG added that the National Rugby Survey is complete and, with results due out in January, bespoke results to Gloucestershire will also be shared. **MH will submit a draft set of questions to RDO's to establish their thoughts.** NG confirmed MH wants the principle agreed at this stage with survey not going out until end of February/March.

**MH reminded members that the next LRP Delivery Group meeting is 15<sup>th</sup> January and invited representatives from the following sectors to attend: Women & Girls, AgeGrade, Volunteers, RDOs.**

On the back of SG's comments, SCB asked what is happening within the county and how often Officers are getting out to clubs. KG confirmed he is out 3 out of 4 Saturdays. AS confirmed he is also out and about "although not quite as often as Keith". NG presented U20 Player the Mike Shore cup with Mike at Dings Crusaders RFC last Saturday. AG raised the question is it better to make such presentations amongst players peers within the club setting than stand alone at AGM? Mike Shore agreed on the day.

**15.2 Internal Communications** – With turnover in personnel during the past few months, SCB muted there has been lots of information stored until next meetings and that, in some cases, decisions could have been made by emailing MB members asking for agreement, with no comment or reply taken as read. AG shared that some agenda items could in fact be shared via email as news/updates in between meetings and that conference calls could also be utilised, where relevant. **All agreed that email can be used for decision making, where relevant.**

**15.3 Women's Cup:** MP asked viability to run a Women's cup within Gloucestershire? **MP to liaise with SG**

**15.4 Dates for the diary –**

- Sun 15 Dec 19: GRFU U18s v Berkshire U18s @ Hornets Ground, Weston with an 11am K/O
- Fri 20 Dec 19: Gloucester Academy U18s v Bristol Bears Academy U18s @ Cheltenham RFC K/O 7.15pm

**Next Executive Committee meeting:** **Wednesday 8<sup>th</sup> January @ Thornbury RFC**

**Reports/updates, if relevant, due by:** **9am latest, 23<sup>rd</sup> December**

**Next Management Board meeting:** **Wednesday 5<sup>th</sup> February @ TBC**

**Reports/updates, if relevant, due by:** **5pm latest, Tuesday 28<sup>th</sup> January**