

MINUTES

Community Board meeting

Location:	Boardroom/Meeting room one, RFL North West Offices, Quay West, Trafford Wharf Road, Manchester, M17 1HH	Date:	Wednesday, 21 November 2018
		Time:	10.30am - 3.00pm
Invited to Attend:	Flt Lt Damian Clayton MBE, Fred Baker, Stuart Sheard, Jan Robinson, Pat Crawshaw, Alfredia Kindon (Nominee Rep for Tier 4)	Chair Person:	Chris Brindley (Non-Executive RFL Board)
RFL Officers in Attendance:	Robert Hicks, Marc Lovering, Nichola Spencer (in part), Kelly Barrett, Tracy Power (in part), Jenny Baxter		
Apologies:	Neil Ashton, Peter Moran, Trevor Hunt, Sue Taylor		

Item No.	Agenda Item	Responsibility
1.0	<p>Welcomes and Apologies</p> <p>Mr Brindley began the meeting by addressing the current changes in the sport and how the RFL needed to address these changes and adapt. He thanked the Community Board for their support for the RFL in the recent proposal voted at the RFL Council meeting relating to the future structure of the sport from 2019.</p> <p>Mr Brindley suggested the Community Board needed to lead change in the community game. It was important that change was embraced as this would be critical to the sport's survival. He presented on a number of revolutions taking place in the world including technology, the consumer and the new world order.</p> <p>The January all day meeting would agree the key issues the Community Board need to address going forward and the roles and responsibilities of the Community Board and its members. This would be in line with the governance presentations recently undertaken by Robert Hicks.</p> <p>The Community Board would need to decide if it was to be a Board or a committee, and act as such. Mr Brindley reiterated that if members were to act like a committee then he would step away. He stated his expectations that the values and behaviours of the members be akin to a Board and ensure it looked forward, worked strategically and stopped trying to micro-manage at all aspects.</p>	

	<p>Difficult decisions surrounding the RFL's current financial position, prioritising workstreams and being unable to service the game as in previous times were conversed. Mr Brindley reiterated the assistance he was able to provide in terms of strategy in times of low resource.</p> <p>Mr Brindley presented further slides which would be circulated to the Board. This included different Organisational Management Styles, The Role of the Board, Task of the Board, An Effective Board, The Roles of the Chair and Members.</p> <p>Ralph Rimmer was to attend the January Community Board meeting. Subsequently Ralph Rimmer has confirmed his attendance, demonstrating his commitment to the Community Board and the Community game.</p> <p>Alfredia Kindon was introduced as the Tier 4 representative for this meeting and all delegates were welcomed. The apologies were noted as above.</p>	<p>Jenny Baxter</p>
<p>2.0</p>	<p>Minutes from the previous meeting</p> <p>Mr Baker suggested an amend to item 4.1 referring to 'alternative offers to be launched' and replace 'competing offers'.</p> <p>Via email, Mr Hunt had suggested item 11.0 required rewording to indicate that the NCL management would be willing to run any new southern tier 4 competition.</p> <p>Following these amends, the minutes were approved as a true and accurate record of the previous meeting.</p>	<p>Jenny Baxter</p> <p>Jenny Baxter</p>
<p>3.0</p>	<p>Matters Arising</p> <p>The action tracker was viewed and analysed.</p> <p>The Community Board 2019 dates were to be discussed later in the meeting.</p> <p>A further discussion on the RESPECT campaign would be part of the January Away Day.</p> <p>Hive was on the upcoming Executive Board agenda. This would also make part of the January meeting.</p> <p>The Strategy required for areas outside the heartlands would be on the agenda for the January Away Day.</p> <p>The agreed the Governance structure would be presented to the RFL Board in January.</p> <p>The calendar for the professional game was now finalised. This would now allow the community game calendar to be confirmed. Leagues' fixture calendars were being compiled.</p>	<p>Kelly Barrett</p>

	<p>The MO standing report required expanding to become more informative. It was proposed Mark Howorth was to present/produce a paper for the January meeting. The Match Official strategy, resources and report improvements were to be additions to the Action tracker.</p> <p>Some other areas for discussion at the January Away Day were how each member of the Board could become a Champion/Ambassador for a particular area of the game, and a review of a game-wide Match Officials Strategy.</p>	Jenny Baxter
4.0	<p>Standing reports</p> <p>Mr Hunt's questions would be answered and responded to when the minutes were circulated. All other queries had been responded to premeeting.</p>	Robert Hicks
5.0	<p>Membership</p> <p>The OuRLeague membership figures were presented. Ms Spencer stated that currently there were 85,475 registered members. This meant membership was on track to meet the target of 100,000 by the end of 2018. It was noted that streaming was believed to be heavily linked in assisting with increasing membership figures.</p> <p>A discussion took place around increasing the percentage of registered community game players signed up to membership and how to best attract junior players. A single sign-on solution was currently being reviewed by the Executives.</p> <p>OuRLeague promotional resources becoming available to clubs was discussed. Ms Spencer was tasked to circulate some digital promotion of OuRLeague to members in order for them to circulate these into the Community game. Ms Spencer stated that there was a plan to make the app more community focused. Furthermore, there was a possibility of a child friendly version becoming available.</p> <p>The schedule of streamed games for 2019 was being finalised and would then be circulated for promotion.</p> <p>The commercial revenue of OuRLeague was discussed.</p>	Nichola Spencer
9.0	<p>Website</p> <p>This agenda item was brought forward in the meeting due to Ms Spencer presenting on both this and Membership.</p> <p>It was agreed the navigation of the website was the Board's biggest issue.</p> <p>Ms Spencer requested any specific questions be emailed to her within 7 days of the meeting.</p> <p>Ms Barrett requested a site map for the Community Game section of the website.</p>	All Nichola Spencer

<p>6.0</p>	<p>12-18 review update</p> <p>Mr Lovering discussed his presentation of which the salient points of note were:</p> <ul style="list-style-type: none"> • Retention of players was challenging with a lack of transition into Open Age. • The RFL informed Sport England it would be completing this review, which was the largest review ever conducted by the game. • An independent Company (Grey Matters) had been working with the RFL for the review. • The strategic review meeting chaired by Andy Burnham was explained. • The review's recommendations were due shortly which would then be received by the RFL Board and Council with the Community Board to receive an update in January. • The key issues/themes of the findings had not been anything previously unidentified (the key issues/themes were not to be read in priority order on the slide). • ETP and Scholarships within a review of the Academy licensing were to be reviewed. 	
<p>10.0</p>	<p>RLWC2021 update</p> <p>Ms Power discussed her presentation of which the salient points were:</p> <p>The host town/city submission deadline had passed and the announcements were due in January 2019.</p> <p>The structure of the competitions had been agreed and were presented. For the Men's competition for the first time in the history of the tournament, a draw for the group stages would take place.</p> <p>The Women and Wheelchair structure, timelines for applications were to mirror one another but differ in proposed geographical makeup.</p> <p>The Festival of World Cups (FoWC) was discussed. The host city/town selection was currently underway with consultation ongoing with partners. There were ongoing talks with partners regarding both Touch and Tag forming part of the FoWC.</p> <p>The International Development programme was explained; Its objective was to work with 16 emerging Rugby League nations as identified by the RLIF to share best practice and support the sport internationally.</p> <p>The Capital Grants programme, 'created by RLWC2021' was described and applications received so far were identified. The application was open and available on the World Cup website. Community Board members were encouraged to promote this work.</p> <p>The roadmap and key dates to 2021 were detailed.</p>	

	<p>Ms Crawshaw questioned if the host town/cities criteria for the FoWC had been identified. Ms Power suggested this had not been finalised at the current time but would be ongoing once locations had been selected, and then negotiations would take place to finalise the criteria.</p> <p>Ms Power stated the reviews from both the 2013 and 2017 World Cups had been considered to assist in the selection of the host towns/cities.</p> <p>It was suggested the RLWC2021 should seek criteria for the hosts of the FoWC as well as the main competition and should look to tap into the experience of Community Board members to assist with this.</p>	
<p>7.0</p>	<p>Operational Rules 2019</p> <p>The Community Board recommended approval of the Operational Rules for Tiers 4 – 6 and asked that the RFL Board agree these at its next meeting.</p> <p>A further amend was detailed in addition to the received amendments. The proposed amends would be for Level 1 qualified coaches to have the authority to cover all requirements to be a PRL Head Coach, without requiring a Level 2 qualification. It was agreed the Operational Rules should reflect this.</p>	
<p>8.0</p>	<p>End of Season review</p> <p>Ms Barrett expanded on the presentation and explained the purpose and process for the end of season reviews. She explained they mirrored Sport England targets which included the RFL being dedicated to review competitions annually. The Open Age review would be used to gain feedback from players, but clubs would also be contacted for their views.</p> <p>Ms Barrett shared the completed match statistics of games played for the Member League and National Conference League Competitions. This showed an increase of 8% in completion rates from 2017 to 2018.</p> <p>The main success of 2018 were how the Clubs had adapted to using LeagueNet to register, enter scores and team sheet information directly onto the system. In addition, the Women and Girls' Competition has seen an increase in teams and registrations.</p> <p>Ms Barrett explained the current challenges;</p> <ul style="list-style-type: none"> • With the influx of Girls' teams, it was essential to ensure that the mandatory safeguarding requirements were in place before any fixtures take place. • An offer for U16-U20 in the Girls' game could be explored to assist the transition of Girls at U16 into the Open Age game. • Establishing a Tier 4 competition in the South. This would address differences in playing standards and encourage growth in the Regional Leagues. • Exploring an offer for U20s to assist the transition in the Men's game from Youth to Open Age. #RLT20 to be linked to this campaign. 	

	<p>There were recommendations that the Community Board should review the whole community game seasons, not just the ones that the RFL are responsible for. Ms Barrett was tasked to lead on this with the Leagues.</p> <p>The North West should be more engaged with the LeagueNet system. Direct club engagement was discussed in order to encourage the North West to use LeagueNet.</p>	<p>Kelly Barrett</p>
<p>11.0</p>	<p>Any other business</p> <p>Mr Lovering presented the staffing structures for both Performance and Development and Operations and Legal.</p> <p>Thomas Brindle had been appointed to the role of Head of Growth, leaving the Sustainable Clubs and Foundations Manager role vacant. The Education Lead role was also vacant and the recruitment process to replace was underway.</p> <p>Mr Lovering gave reassurance the Education section of the department was supported well by Operations colleagues and that of the P&D Business Support team.</p> <p>Mr Lovering stated there was a possibility for a dedicated Administrator for solely the Development team to lead on events.</p> <p>Mr Brindley described the importance of understanding why colleagues leave roles and if this was due to anything other than moving onto a progressive role. He summarised the affect on work, disruption to services and level of service impact and how workstreams should be protected from colleagues' departure from the business. He described the importance of ensuring workload was not the reasoning behind colleague's leaving.</p> <p>Communication of staffing changes to outside the organisation was discussed.</p> <p>Ms Crawshaw suggested the structure of the community game and its strategy was in need of amending, to which Mr Lovering stated the current strategy reflected the Sport England objectives and if amended, they would require aligning with both Sport England objectives and the game's needs.</p> <p>Mr Lovering was tasked to contact Neil Ashton to seek clarity on issues in the Schools sector regarding the RFL education structure and its change communication. Ms Crawshaw was to produce feedback regarding this from the Universities.</p> <p>Mr Lovering explained moving forward, all Development colleagues would be based at the Quay West office.</p> <p>In the Operations structure, a new Competition Manager was to be appointed following the departure of Chris Spurr into P&D.</p>	<p>Marc Lovering</p> <p>Pat Crawshaw</p>

<p>12.0</p>	<p>Preparation for Strategic Meeting</p> <p>The agenda for the January all day Community Board meeting was discussed, with a first draft agenda presented.</p> <p>How Community Board members represented their respective areas and a lack of communication to the leagues was discussed. The solution was for better clarity of the role of Community Board members, and in turn what members were to expect from the RFL officers and the NED as chair.</p> <p>Tony Sutton would attend the Away Day and provide a presentation on the finances of Rugby League.</p> <p>The strategy to the RLWC2021 and in turn making the community game sustainable was discussed.</p> <p>The priorities in resource throughout the community game was to be brought to the January Away Day. How to use these resources, staffing changes, Sport England funding and planning for worst case scenarios in terms of cuts in funding made up these discussions.</p> <p>Deliberations were to include, Run the game; Grow the game; Commercial sponsorship. Digital communication was also to be brought to the meeting.</p> <p>A clear community strategy was required.</p> <p>It was agreed Financial sustainability, RESPECT/coaching functions, Club sustainability, competition structure, Match Officials, Coach Education/behaviour, sustainability (new offers), income generation would all be included as part of the Agenda.</p> <p>It was agreed there would be two parts to the discussions. Up to 2021; focusing towards the end of the current Sport England funding cycle, and Beyond 2021; focusing on the survival of the community game if the game received no Sport England funding in 2021.</p> <p>In preparation for the January meeting, Mr Lovering was tasked to recirculate the Sport England interventions.</p> <p>Mark Howorth was to be invited to the January meeting to support the Match Officials discussion.</p> <p>Community Board members were asked to put all club and league affiliation to one side for the January meeting.</p> <p>The communication of what the RFL provides to the game was discussed which detailed the lack of knowledge of this throughout the game.</p> <p>Community Board 2019 dates were noted and were to be circulated post meeting. Venues to be advised at the January meeting.</p>	<p>Marc Lovering</p> <p>Robert Hicks</p> <p>Jenny Baxter</p>
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<p>January 24 Full day – Saddleworth Rangers March 21 3.00pm - 7.00pm -TBC May 22 3.00pm - 7.00pm July 24 3.00pm – 7.00pm October 2nd Full day- to include season review – This was stated verbally as September 25 in the meeting, but this had to be changed to 2 October. December 11 3.00pm – 7.00pm</p> <p><i>Meeting closed 3.05pm</i></p>	
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