

# MINUTES

## Community Board Meeting

<b>Location:</b>	RFL, House of Sport, Gate 13, Rowsley Street, Manchester, M11 3FF	<b>Date:</b>	Wednesday 21 June 2023
		<b>Time:</b>	4.00 – 7.00pm
<b>Invited to Attend:</b>	Fred Baker, Peter Moran, Sqn Ldr Damian Clayton MBE, Stuart Prior, Sue Taylor, Lee Mitchell, Steve Curtis,	<b>Chair Person:</b>	Sandy Lindsay MBE
<b>RFL Officers in Attendance:</b>	Marc Lovering, Kelly Barrett, Robert Hicks, David Raybould, Chris Spurr	<b>Invited Guests:</b>	
<b>Apologies:</b>	Neil Ashton, Jan Robinson, Trevor Hunt		

Item No.	Agenda Item	Action
1.0	<p><b>Welcome &amp; Apologies</b></p> <p>Ms Lindsay welcomed everyone to the meeting. The Community Board were delighted to note that Sue Taylor has been awarded at MBE in the Kings Honours list. In addition, four members of England’s Wheelchair Rugby League squad have been recognised: Captain Tom Halliwell, who has been awarded the OBE, plus Sebastien Bechara, James Simpson and head coach Tom Coyd, who have been awarded the MBE.</p> <p>Jon Dutton, the former CEO of RLWC2021 has received an OBE and the Community Board would like to extend our congratulations to him and his team.</p>	
2.0	<p><b>Minutes of the June meeting</b></p> <p>The minutes of the 22<sup>nd</sup> of March 2023 were agreed as a true record of the meeting.</p>	
3.0	<p><b>Matters Arising</b></p> <p>The Action Tracker review was shared with the group. Ms Barrett presented on each individual action.</p> <ol style="list-style-type: none"> <li>1) Community Game Governance Guidance – In progress.</li> <li>2) Coach Education – An agenda item at the meeting.</li> <li>3) Makeup of the Community Board – An agenda item at the meeting.</li> <li>4) Grading Minimum Standards – Shared ahead of the SGM in April.</li> <li>5) Enjoy the Game – Internal working group in place to continue to promote the campaign. To update the Community Board and their next meeting.</li> <li>6) Calendar Planning – An agenda item for the meeting.</li> </ol>	Ms Barrett

<p><b>4.0</b></p>	<p><b>Calendar Planning</b> David Raybould, RFL Competition Manager, joined the meeting to provide an update on the calendar planning work that has been underway with the youth and junior leagues.</p> <p>The Community Board recognises that there are a lot of rugby league activities to fit into calendar planning, which includes league fixtures, cup games, and school games.</p> <p>This work has evolved and has become more important with the evolution of concussion in sport. To reduce the level of risk there is a desire to have a defined off season. Mr Raybould stated that there are several research projects going on and we will be led by the data to ensure that the game takes place safely.</p> <p>It was further noted that the adult Leagues would undertake the same process, however as the RFL runs the majority of the adult competitions this would be easier in terms of planning the calendars more effectively.</p>	
<p><b>5.0</b></p>	<p><b>Coaching Update</b> Chris Spurr, Community Coach Development Manager, joined the meeting to provide an update on the review of the Level 2 coaching course structure and the proposed CPD coaching journey. Mr Spurr had prepared a paper in advance of the meeting.</p> <p>The Community Board was informed that UK Coaching would no longer be providing coach education administration for courses. Courses would be on hold until November whilst this transitioned into the RFL.</p> <p>The Community Board was also updated on the fact that there are too many coaches that register to attend courses but do not turn up so we will be reviewing the refunds and transfer policy. In addition, we will be reviewing the rules on coaches registering on courses and classed as “working towards” and reviewing those registered on GameDay to understand in what capacity they are coaching.</p> <p>It was suggested that Mr Spurr look at the activator course run by StreetGames as this could be adapted for coaches first introduced to Rugby League. It was further felt that the journey of being a coach needs to be clearer with greater clarity on what a Level 1, Level 2 and Level 3 course is and who it is aimed at.</p> <p>RFL Executives were asked to review the coach education provision. Ms Lindsay would like to understand if there are potential gaps so she can feed this into the RFL Board.</p>	<p>Mr Spurr</p> <p>Mr Spurr</p>
<p><b>6.0</b></p>	<p><b>Sport England Reporting and Foundation Activity</b> Mr Lovering provided an update on the active participant figures which compared May 2023 with figures taken at the same time in 2022. The Community Board noted the following:</p> <ul style="list-style-type: none"> <li>• There continues to be an accelerated growth in women and girl’s activity</li> <li>• There has been a significant increase in our inclusion playing offers post RLWC2021</li> <li>• Open age is an area of concern together with the transition from youth and open age; this is something that we will be gaining a greater understanding of, using the registration data. Our intention is to understand the motives of retained players but also lapsed players that have not registered to play.</li> </ul> <p>The Community Board will be updated at their next meeting.</p>	<p>Mr Lovering</p>

	<p>Mr Mitchell, Warrington Foundation gave an update on the recent conference they held which involved the Super League Club, Foundation, Community Game and club stakeholders. The purpose of the conference was to outline their “Big Hit” strategy, which aims to support the growth and development of rugby league in the town. This ensured that all rugby league people could come together from the Warrington area, listening, challenging, and inputting into ideas as to how to make the game better.</p> <p>Ms Lindsay requested that we ensure that all Foundations can share best practice.</p> <p>Mr Lovering then provided an overview of the programmes delivered by the Foundations supporting the delivery of the RFL Community Strategy, noting the following:</p> <ul style="list-style-type: none"> <li>• Foundations upload data quarterly</li> <li>• Data includes RFL Development Plan activity work and wider Foundation work including Social Impact, Education and Playing Projects</li> <li>• Data collected on Upshot and fed to a central tracker</li> <li>• The RFL produces quarterly reports sent directly to foundations monitoring progress. RFL Programme leads also have input during the reporting process.</li> </ul>	
<p><b>7.0</b></p>	<p><b>Community Board Evaluation Feedback and a discussion on the Future Structure</b></p> <p>Ms Lindsay opened the discussion on the results from the evaluation survey that the Community Board undertook in March. The RFL Board and every subgroup of the Board undertook the same review.</p> <p>The Community Board went through the focus areas and Ms Lindsay urged those who’d suggested improvements were required, which weren’t aired in the meeting, to speak to someone at the RFL to share views, anonymously if necessary.</p> <p>Noted that the makeup of the Community Board has been a discussion item since 2017 and with the introduction of the new Community Strategy to 2030 there is a need to be more representative to ensure that we can deliver the targets.</p> <p>A discussion took place with the general feeling that the Board needs to be refreshed. It was discussed at length and agreed that all members should have skills and knowledge relevant to different areas of the game, so a skills and competencies matrix could be used with an open and transparent recruitment process undertaken. RFL Executives are to create this and share it with the Community Board.</p> <p>It was agreed that the way in which the Community Board is conducted will change and will move to a consent agenda, to ensure the board has ample time to discuss important strategic topics and topics that just require an update can be provided as a paper/update.</p> <p>It was agreed that a new structure should be in place by the end of the calendar year.</p>	<p>Board</p> <p>RFL Executive</p>

<b>8.0</b>	<p><b>Our League Active Update</b> In advance of the meeting Ms Barrett prepared a paper on Our League Active.</p> <p>The Community Board received an update on the net revenue received in 2022 and an update on the progress made to date and plans for 2023.</p> <p>The Board was also asked to consider a review of the Our League Active fees for 2024 which was broadly agreed and will be finalised at the next meeting. Discussion to take place with the Match Officials Dept as to whether MOs should be added into membership going forward. It was agreed that membership for coaches would remain voluntary.</p>	<p>Ms Barrett</p>
<b>9.0</b>	<p><b>Any Other Business</b></p> <p><u>Volunteer Survey</u> Mr Lovering stated that we had the results of the recent Volunteer Survey which 650 people had completed. The results and the Volunteer Strategy will be presented at the next meeting.</p> <p><u>Community Game Delivery Team</u> Mr Lovering then informed the Community Board that Ms Barrett and her team had now changed department and would sit within Development &amp; Participation. Ms Barrett would still work with Mr Hicks on all regulatory matters.</p> <p><u>Calendar of Events</u> Ms Barrett agreed to pull a calendar of events together and share with the Community Board.</p>	<p>Mr Lovering</p> <p>Ms Barrett</p>
<b>10.0</b>	<p><b>Meeting Close</b> The meeting closed at 7.10pm</p>	