



## BOARD MEETING (8)

<b>Date &amp; Time</b>	<b>Thursday 13<sup>th</sup> June 2019</b> RLWC Meeting & Dinner 19.00-22.00	<b>Location:</b>	Midland Hotel, 16 Peter St, Manchester M60 2DS
	<b>Friday 14<sup>th</sup> June 2019</b> RLWC Meeting / Strategy Session 09.30-14.00		Centennial Suite, Old Trafford, Sir Matt Busby Way, Stretford, M16 0RA
<b>Present:</b>	Andrew Honeyman (Director), Mike Perls (Director), Stuart Cain (Director), Jane Allen (Director), Chris Brindley (Director), Karen Moorhouse (Director), Jon Dutton (CEO)	<b>Chairman:</b>	Brian Barwick
<b>Apologies:</b>	Stacey Knight (Director) Nigel Wood (Director) Mike Perls – <i>Apologies for Thursday only.</i>		
<b>In attendance:</b>	Esther Britten (Observer) Michelle Gibson (Minutes) Stephen Brown Rob Graham – <i>in part Friday</i> Jonny Algeo and Harry Hawkins, Two Circles – <i>in part Friday</i>		

### Thursday 13<sup>th</sup> June

Item No.	Agenda item	Action
<b>1.0</b>	<b>Welcome &amp; Declarations of Interest</b>	
1.1	BB welcomed everyone to the dinner. Apologies were noted as above.	
1.2	Declarations of interest were noted as follows: <ul style="list-style-type: none"> <li>• CB – Director on the RFL board.</li> <li>• KM – Director on the RFL board and Company Secretary of Super League.</li> <li>• BB – Chairman of the RFL and Super League.</li> </ul>	
1.3	The Board presented BB with a gift to acknowledge his last meeting as chairman and his contributions to RLWC2021. BB thanked board members and congratulated CB, who would take up the position of chairman going forward.	
<b>2.0</b>	<b>Minutes</b>	
2.1	<b>Minutes from previous meeting</b> The minutes from the meeting held on 15 <sup>th</sup> March 2019 were approved as an accurate record. The updated action tracker was noted.	

## BOARD MEETING (8)

<b>2.2</b>	<b>Board Sub-Committees</b> The minutes from the Project Board meeting on 21 <sup>st</sup> May and the Risk & Audit Committee meeting on 4 <sup>th</sup> June 2019 were noted for information.	
<b>3.0</b>	<b>Governance &amp; Risk</b>	
<b>3.1</b>	<b>Risk Register &amp; Project Plan</b> The Board reviewed the updated project plan and risk register. It was noted that WeTrack software would now be utilised to produce this information and a 'dashboard' summarising key items would be produced for future meetings.  SB reported that risks had been segregated into corporate and operational, with a view that only corporate risks be brought to the Board. Operational risks would be reviewed by the Risk & Audit Committee and the Project Board.	
<b>3.2</b>	<b>Management Accounts</b> The latest management accounts were noted.	
<b>4.0</b>	<b>Tournament Draw</b>  The Board discussed the options for the draw on 27 <sup>th</sup> November. This would encompass draws for the wheelchair and women's tournaments to ensure full inclusivity.  A further plan would be put together outlining the various options.	<b>JD/SB</b>
<b>4.0</b>	<b>CEO Report</b>  JD presented a summary of the report and key points were noted.	
<b>5.0</b>	<b>RLWC2021 Director</b>  MG reported that the RFL had nominated KM to replace CB as its nominated director on the Board. CB would be appointed as chairman following the RFL's AGM on 24 <sup>th</sup> July 2019. Consequently, this would leave a vacancy for the role of the RLWC2021's nominated director. It was intended to advertise this role to seek the optimum candidate, ideally with broadcast industry experience.  There was general agreement that the recruitment process should commence as soon as possible.	<b>MG</b>

### Friday 14<sup>th</sup> June

<b>1.0</b>	<b>Deep Dive 1 - Budget</b>	
<b>1.1</b>	<b>Forex Planning</b> RG provided an update on the recent meeting with AFEX.  EB suggested that the Board required a risk schedule alongside detailed financial information, in order to track any risks and their overall impact on financial performance.	<b>JD/RG</b>
<b>1.2</b>	<b>Staffing Structure</b>	

## BOARD MEETING (8)

	SB outlined the proposed staffing structure and budget implications. The Board was invited to discuss the optimum structure for the tournament's success.	
<b>1.3</b>	<p><b>Significant Budget Considerations</b></p> <p>The Board discussed the budget considerations as presented.</p> <p>SC enquired as to the individual liability of Board directors. RG confirmed that directors' liability insurance was in place and a copy would be circulated to the board.</p>	
<b>1.4</b>	<p><b>2018 Accounts</b></p> <p>The Board approved the financial statements for the 2018 accounting period.</p>	
<b>2.0</b>	<p><b>Deep Dive 2 - Customer</b></p>	
<b>2.1</b>	<p><b>Pricing Research</b></p> <ul style="list-style-type: none"> <li>Further to the report circulated, Jonny Algeo and Harry Hawkins from Two Circles joined the meeting to present their research and recommendations on pricing strategies for the tournament.</li> </ul>	
<b>2.2</b>	<p><b>Next Steps</b></p> <p>Further work would be undertaken to produce the optimum schedule.</p>	
<b>3.0</b>	<p><b>Deep Dive 2 – Digital Roadmap</b></p> <p>The Board noted the digital roadmap report provided by Sara Piper and the work that had recently commenced with Deloitte.</p> <p>The Board was supportive of the recommendations to appoint a Digital Manager, Head of Customer and some agency support.</p>	
<b>4.0</b>	<p><b>Deep Dive 3 – Broadcast</b></p> <p>JD provided a report from the recent discussions at the RLIF meeting in Singapore. It was felt this negotiation should be finalised by the RLIF meeting in October.</p>	<b>JD</b>
<b>5.0</b>	<p><b>Workington</b></p> <p>Following the recent local elections, JD reported that the planning permission application for the Allerdale Stadium had been deferred by the new Council leaders.</p> <p>The Board reaffirmed its view that it was very keen for the new stadium, not only for the tournament but for the benefit of the community as a whole.</p>	
<b>6.0</b>	<p><b>Scheduling</b></p> <p>SB outlined an initial draft schedule, together some key considerations for the Board.</p> <p>CB felt it would be useful for the Board to receive some points outlining ways in which the 2021 tournament had progressed from 2013.</p>	<b>JD</b>
<b>7.0</b>	<p><b>Next Meeting Date – 13<sup>th</sup> September 2019 at Quay West</b></p>	



## BOARD MEETING (8)

	<i>There being no further business, the meeting closed at 13.30.</i>	
--	--	--

DRAFT