



## BOARD MEETING (9)

<b>Date &amp; Time</b>	<b>Friday 13<sup>th</sup> September 2019</b> 11.00-14.00	<b>Location:</b>	Quay West
<b>Present:</b>	Andrew Honeyman (Director), Mike Perls MBE (Director), Stuart Cain (Director), Jane Allen (Director), Karen Moorhouse (Director), Stacey Knight (Director), Nigel Wood (Director), Jon Dutton (CEO)	<b>Chairman:</b>	Chris Brindley MBE
<b>Apologies:</b>	None		
<b>In attendance:</b>	Esther Britten (Observer) Robert Sullivan - <i>in part</i> Michelle Gibson (Minutes) Stephen Brown – <i>in part</i> Rob Graham – <i>in part</i> Jon Neill – <i>in part</i> Deloitte/Market Gravity representatives – <i>in part</i>		

Item No.	Agenda item	Action
1.0	<b>Welcome</b> CB welcomed everyone to the meeting.	
2.0	<b>Operations &amp; Business</b>	
2.1	<b>Budget &amp; Cash Flow</b> RG summarised the detailed budget, cash flow and issues/opportunities papers circulated to the Board.	
2.2	<b>Contingency</b> The Board noted the options proposed for the release of a financial contingency. Further work would take place with UK Sport and a final proposal would be brought back to the next meeting for approval.	<b>JD/SB</b>
2.3	<b>Procurement Strategy</b> The Board approved the updated Procurement Strategy following some revisions from DCMS.	
3.0	<b>Governance &amp; Risk</b>  The updated risk register was noted.	
4.0	<b>Apologies &amp; Declarations of Interest</b>	
4.1	SK and AH joined the meeting. Apologies were noted as above. On behalf of the Board, CB expressed thanks to outgoing chairman Brian Barwick for his contribution.	

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4.2	<p>Following the recent NED interviews, CB reported that Robert Sullivan had been selected as the successful candidate and the Nominations Committee recommendation was that he be appointed to fill the RLWC2021 vacancy on the Board. The Board was supportive of this suggestion.</p> <p>Declarations of interest were noted as follows:</p> <ul style="list-style-type: none"> <li>• CB – Director on the RFL board.</li> <li>• KM – Director and Company Secretary on the RFL board.</li> </ul>	
5.0	<p><b>Minutes</b></p> <p><b>5.1 Minutes from previous meeting</b> The minutes from the meeting held on 14<sup>th</sup> June 2019 were approved as an accurate record. This was proposed by KM and seconded by MP.</p> <p><b>5.2 Board Sub-Committees</b> The minutes from the Project Board meeting on 3<sup>rd</sup> September and the Risk &amp; Audit Committee meeting on 28<sup>th</sup> August 2019 were noted for information.</p>	
6.0	<p><b>CEO Report</b></p> <p>JD presented a summary of his report.</p>	
7.0	<p><b>Commercial</b></p> <p><b>7.1 Digital Strategy Update</b> The meeting was joined by representatives from Deloitte and Market Gravity, who presented their research on digital strategy and ticketing.</p> <p><b>7.2 Broadcast</b> Further to the previous meeting, JD reported that the RLIF had now approved the broadcast proposal as discussed at the previous meeting.  The Board approved the deal and mandated JD to progress negotiations with the relevant parties.</p>	
7.3	<p><b>Commercial Update</b> JN joined the meeting to provide an update on the proposed sales process to achieve commercial revenue targets, the ideal sponsorship structure and desirable sectors for prospective partnerships.  It was noted that additional resources were currently being recruited, to push commercial sales within the next few months.</p>	
8.0	<p><b>Customer</b></p> <p><b>8.1 Ticketing</b> JD updated the Board on progress made in respect of ticketing, together with a brief overview of the next stages of brand and PR work.</p>	



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	Discussion took place on the draft ticket sales timeline and associated considerations. CB felt the Board required some time to reflect on these issues and opportunity to provide feedback. JD offered to meeting members individually prior to the December meeting.	
<b>9.0</b>	<b>Any Other Business</b>	
<b>9.1</b>	<b>Meetings Calendar</b> It was felt that the Board required more contact to discuss pertinent issues. MG agreed to produce an optimum schedule for future meetings.	<b>MG</b>
<b>9.2</b>	<b>Registered Address</b> It was agreed to change the company's address from Red Hall, Leeds to Quay West, Trafford Wharf Road, M17 1HH.	<b>MG</b>
<b>10.0</b>	<b>Next Meeting Date</b> – 12/13 <sup>th</sup> December at the Emirates Stadium (dinner followed by Board meeting).	
	<b><i>There being no further business, the meeting closed at 14.20.</i></b>	

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