

***Working to Together to Grow  
and Diversify Rugby within  
Dorset and Wiltshire***



*How does the relationship between  
the **D&WRFU ASSEMBLY**  
and the  
**MANAGEMENT BOARD**  
Work?*

***What is the D&WRFU Assembly's  
Role?***

# ***What is the D&WRFU Assembly's Role? (The Planners)***

- **To determine the direction that the Union will follow during a 3-year cycle (Target Delivery Plan).**
- **Act as a Check and Challenge Group.**
- **To review the feedback from the Club Huddles and circulate Best Practice.**
- **To act as a Focus Group, developing new programmes for the promotion of rugby.**
- **To promote Diversity, and Inclusion.**
- **Promote County Membership.**

***Who are the elected members of the  
D&WRFU Assembly?***

# *Who are the elected members of the D&WRFU Assembly?*

## *Officers.*

- **President.**
- **Immediate Past President.**
- **Company Secretary (General Secretary).**
- **Financial Director (Treasurer).**

***Who are the elected committee members  
of the D&WRFU Assembly?***

# *Who are the elected committee members of the D&WRFU Assembly?*

- **Club Representatives.**



***Who are the Co-opted members of the  
D&WRFU Assembly?***

# *Who are the Co-opted members of the D&WRFU Assembly?*

- **Deputy President.**
- **Safeguarding Manager.**
- **Referee Representative.**
- **RFU Council Representative. Elected by the member clubs for a three year term of office.**

***Who are the members of the D&WRFU  
Assembly, without voting rights?***

***Who are the members of the D&WRFU  
Assembly, without voting rights?***

- **Managing Director.**
- **Company Secretary.**
- **Financial Director.**
- **A second member of the Management Board.**

***How often will the  
D&WRFU Assembly meet?***

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D&WRFU Assembly meet?***

**The D&WRFU Assembly will meet nine times a year on a  
Tuesday (approximately every Six weeks).**

**Additionally on the third Wednesday in July the D&WRFU  
Annual General Meeting will be held.**

***What is the D&WRFU Management  
Board's Role?***

# ***What is the D&WRFU Management Board's Role?***

## ***(The Implementors)***

- **The D&WRFU Management Board role is to implement the instructions issued by the D&WRFU Assembly.**
- **To make Policy and Budget recommendations to the D&WRFU Assembly for consideration.**
- **To manage the day to day running of the Union and to report back to the D&WRFU Assembly.**



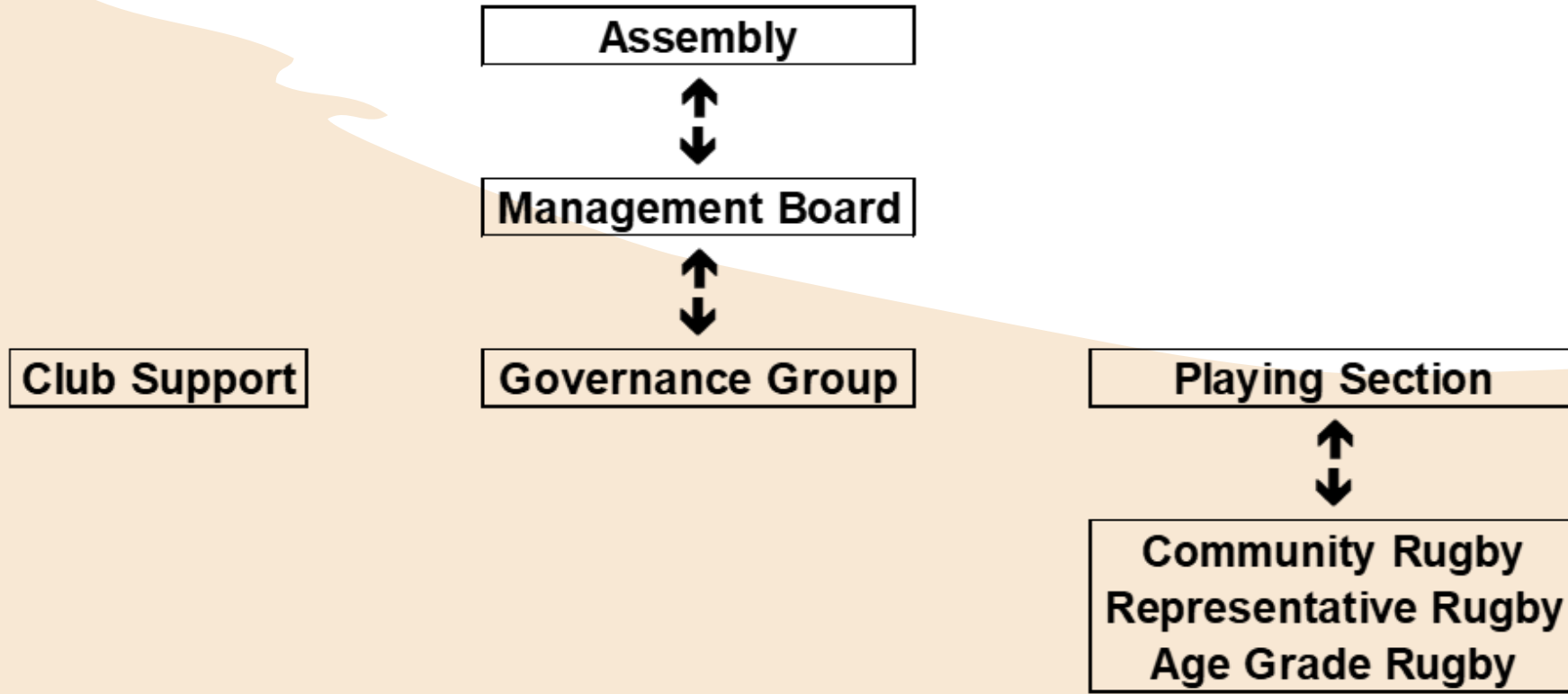
*How often will the  
**D&WRFU Management Board meet?***

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D&WRFU Management Board meet?*

**The D&WRFU Management Board will meet Quarterly on a Tuesday. Planned dates July – October – January – April – but additional meetings can be arranged at short notice if needed.**

# ***What is the Reporting Structure?***

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***How can we improve the working of the  
D&WRFU Assembly?***

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D&WRFU Assembly?*

**Should we re-think the overall Job Description for everyone appointed to the role of Club Representative, with each of the Ten Club Representatives having a dedicated portfolio of responsibility.**

# ***How would the Portfolio of Responsibility System work?***

- **Club Representative Lead (CRL) Co-ordinator of information and feedback from the huddles and the other Club Representatives with a managed Portfolio.**
- **Club Representative x 4 plus CRL – Huddles.**  
**Additional support from other D&WRFU Officers and Officials.**
- **County Membership.**
- **Woman & Girls.**
- **Age Grade.**
- **Referees.**
- **Diversity and Inclusion.**

# The Role of Ten Club Representatives

<b>Club Rep Lead</b>	<b>Co-ordinator of information and feedback from the huddles and the other Club Representative with managed Portfolio.</b>
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<b>Club Rep One</b>	<b>Club Rep Two</b>	<b>Club Rep Three</b>	<b>Club Rep Four</b>	<b>Club Rep Five</b>	<b>Club Rep Six</b>	<b>Club Rep Seven</b>	<b>Club Rep Eight</b>	<b>Club Rep Nine</b>
<b>Huddles</b>				<b>County Membership</b>	<b>Woman's &amp; Girls</b>	<b>Age Grade</b>	<b>Referees</b>	<b>Diversity &amp; Inclusion</b>
<p><b>Along with the Club Representative Lead manage the Club Huddles.</b></p> <p><b>To ensure that the concerns of the Clubs are voiced to the D&amp;WRFU.</b></p> <p><b>To promote best practices and the sharing of ideas between clubs.</b></p> <p><b>To Support the RFU full time staff, and appointed members of the D&amp;WRFU Management Team in the execution of their duties.</b></p> <p><b>To be a conduit for the supply of information on a wide range of subjects, both to and from the Clubs, the RFU and the D&amp;WRFU.</b></p> <p><b>To ensure that the Clubs are aware of any Legal Requirements.</b></p> <p><b>Any other topics that arise during the year.</b></p>				<p><b>Promote County Membership</b></p> <p><b>Keep Detailed Records</b></p> <p><b>International Tickets</b></p>				

**All Club Representatives to work together on on-going research and improvement projects.**



***What is a Club Huddle and what is its purpose?***

# ***What is a Club Huddle and what is its purpose?***

**The huddle is a meeting of like-minded rugby club people with the sole aim of improving rugby within the two counties.**

**The agenda should be flexible and within input from all participants.**

**Clubs should be active encouraged to participate in the huddle.**

**To ensure that the views and concerns of the clubs are voiced to the D&WRFU Committee and acted upon.**

**To promote best practice and the sharing of ideas among clubs.**

**To be a conduit for the supply of information on a wide range of subjects, both to and from the clubs, the RFU and the CB.**

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**Grants**

**Training Courses**

**D&WRFU – RFU – Sport England Funding**

**Online Funding searches (like the RFU Grant Finder Tool)**

**Local Authority Advice and Support**

**Business Management Support (VAT – Accounts – Utilities Bills etc)**

**Volunteers Support**

**Discount Deals or Cash Back Refunds for suppliers**

**Club Group Purchasing**

**League and Competitions Advice**

**Age Grade Rugby**

**Safeguarding (Training Courses – Camps – Festivals)**

**Tours**

# ***What is a Club Visits?***

# ***What is a Club Visits?***

**We have three types of club visit**

- 1. When a club invites a D&WRFU Officer(s) or Official(s) to visit them.**
- 2. A visit to a club which helps to celebrate the success or an achievement within that club.**
- 3. A visit that is meaningful and has a purpose (Fact finding).**

**To this end we should develop a targeted policy on what a club visit should entails and ensure that any concerns are reported back.**

# ***Targeted policy for Club Visits***

**We have several clubs that have been raising concerns as suggested below**

- a) From a Disciplinary Point of View.**
- b) Abuse of the Match Officials.**
- c) Clubs at Risk.**
- d) Low Playing Numbers.**
- e) Poor Playing and Coaching Standards.**
- f) The need for Sunday or Weekday Evening Visits.**

**The Chair and Secretary of the Management Board will formulate a list of Clubs of Concern, copies to be circulated monthly to all Council members.**

# ***RFU Council Representative Club Visits***

**The RFU Council Representative has a separate budget to manage for their own visits, but they will be required to visit any Club of Concern highlighted to them by the Management Board and report back to the D&WRFU any issue resulting from that visit.**

*Thank you for your time*

**Questions & Answers**