



SCOTTISH ROWING BOARD MEETING

Zoom call 6.30pm – 26th April 2023

Board Attendees	Initial
Matt Taylor	MT
Sam Winton	SW
John Gill	JG
Alistair Neill	AN
Neil MacIver	NM
Chris Woods	CW

In attendance		
Amanda Cobb	AC	Scottish Rowing
Mark Senter	MS	Scottish Rowing
Andy Barton	AB	Scottish Rowing
Carol Ann Ellis	CAE	Scottish Rowing

Item	Topic
1.	Welcome and apologies MT welcomed everyone to the meeting. Dot Roberts, Lee Boucher and Charlotte MacBeath sent apologies.
2.	Declaration and Conflicts of Interest None
3.	Minutes of Previous Meeting Approved by the Board subject to one minor change.
4.	Staff Salary Review – pre-meeting discussion Approved by the Board.
5.	Finance Update 5.1 Management Accounts and forecast



	<p>5.2 Final Budget (2023-24)</p> <p>Paper as circulated.</p> <p>AC gave a brief overview of the paper. Areas to highlight were:</p> <ul style="list-style-type: none">• One performance boat remains unsold from the disposal and replacement plan set out in April, however they are confident that the boat will sell at the budgeted price of £16k.• Property costs at the SRC are forecast to be higher than budgeted due to various factors - general maintenance costs while the new maintenance contract catches up with the backlog of work, the cost of getting the tank back in to service and increased electrical and gas prices. Operating the tank has had a big impact on energy costs however this has been reflected in the tank usage fee. The income from the Active Schools activity currently running at the centre should cover the monthly costs of running the tank.• The final budget now reflects the staff salary increases, the assumption that the indoor rowing championships will break even rather than make a loss and an insurance charge increase. <p>NM highlighted that the debtors seems high in terms of the size of the organisation. AC advised that one company is a slow payer and they will continue to chase the older debtors.</p> <p>Approved by the Board.</p>
<p>6.</p>	<p>Rowers for Change Update</p> <p>Paper as circulated.</p> <p>AB gave a brief overview of the paper. Areas to highlight were:</p> <ul style="list-style-type: none">• The Rowers for Change Programme is made up of two distinct programmes: “Champions for Change Network” and “Future Leaders”.• Planning to launch Future Leaders in September.• Champions for Change is now in the launch phase and they are hoping to recruit 8-12 members from rowing clubs that are interested in effecting positive change in their environment and in a position to embed this in their club.• Looking for individuals to bring forward their ideas and opinions on what they would like to change with SR there to support.• Planning to run Champions for Change Networking sessions (face to face and virtual) which will be facilitated by SR.• AKD Solutions Ltd will run two formal training sessions with ongoing support and 2 x 1 hour sessions available as part of the programme.



	<ul style="list-style-type: none"> • At least one formal training session, with the potential for more depending on feedback, from Scottish Sports Futures. • A webinar will be hosted by Steve O'Connor, previous CEO of Fulham Reach Boat Club. <p>The Board thanked all involved for their hard work and expressed that they were looking forward to seeing it all come together.</p>
<p>7.</p>	<p>Risk Register</p> <p>No report.</p>
<p>8.</p>	<p>Governance Items</p> <p>8.1 Equality</p> <p>SW advised the Board that the EDI Group are currently focusing on recruiting members of reputable and distinguished specialist third party organisations as they feel that it would be greatly beneficial to have the outside perspective of professionals. They have also drafted a letter to send out to partners but, as it is likely to be more difficult to recruit third parties, they are concentrating on this area first.</p> <p>8.2 Safeguarding Update</p> <p>MS advised the Board that 14 capsizes occurred during Spring Regatta and 13 of them were juniors. They believe that they occurred due to competency rather than conditions and Martin Claxton (SR Safety Advisor) has drafted a safety alert to go out to club coaches.</p> <p>SW queried if umpires could make the decision at the start line as to whether or not a competitor looks experienced enough to compete. AC advised that they could raise with Neil MacFarlane (SR Race Control Commission Chair) however it is the coaches responsibility to make that judgement and this is clearly set out in the guidance provided prior to entering events.</p> <p>There was also a discussion regarding the lack of towels brought by juniors to Spring Regatta and SW suggested including this in the safety notice. It was agreed that this would be beneficial and MS confirmed he would add to the document.</p> <p>MS also gave a brief update on two ongoing safeguarding cases within clubs.</p> <p>8.3 Anti-Doping</p> <p>JG informed the Board that the annual UKAD submission was approved.</p>



	<p>Following an appeal for individuals to support the new Anti-Doping Working Group, three people have come forward and all have relevant experience. The first group meeting will be held in July.</p> <p>MT thanked LB and JG for all of their hard work.</p>
<p>9.</p>	<p>Operational Updates</p> <p>9.1 COO Update and Annual Plan Tracker</p> <p>Paper as circulated.</p> <p>AC gave a brief overview of the paper. Areas to highlight were:</p> <ul style="list-style-type: none"> • In the process of updating the 2023-24 Annual Tracker. • The draft audit report was received with a satisfactory with comments rating and there were 3 main areas of focus: Board Management, HR procedures and policy review. • Membership numbers are not quite on target. Junior membership has been slower to recover than senior and student. • Currently in the process of renewing and reviewing partnership agreements. • Won't meet the SRC financial targets for 22-23 due to the delay in recruiting the Centre Programme Manager. • Work can begin on the Equality Action Plan now that the EDI Group is formed. • Martin Claxton has reviewed and tailored a RowSafe document to be adopted by SR which she will circulate to them via email for review and approval. He has also produced a safety briefing document for use at SCP. • After a number of recent incidents occurring at SCP, Martin Claxton and AC met with NLC to discuss and all agreed to keep communications open going forward. • There is a lot of activity happening at SRC with external hires and activities. Business moving slowly and steadily in the right direction. • AC and LB recently attended a session hosted by Commonwealth Games Scotland looking at planning for Victoria. AC expressed that this gave them a lot to think about and they will attend a follow up meeting for individual sports later in the year. • Cara O'Donnell is leaving her post at Firhill at the end of April. Following the success of securing long term funding, the Firhill Board opted to undertake open recruitment and Cara opted not to reapply. • They have been successful in recruiting 2 of the 3 performance coach posts and will re-advertise for the unsuccessful post closer to the end of the season. <p>9.2 Performance Update</p> <p>Paper as circulated.</p>



MT commented that it was good to see breadth of partnerships involved in the Scotland Rowing Team Beach Sprints Regatta.

No questions or comments raised.

9.3 Development Update

Paper as circulated.

MS provided the Board with a brief overview of the paper. Areas to highlight were:

- Alex Afuakwah has taken over the role of Project Coordinator at Firhill. MS advised that he will still be involved as part of the committee, offering support around safeguarding.
- The River Aye project restarted on 19th April and now has additional sessions which include young carers and a dementia walking group.
- SR have contributed £3k towards the Clydesdale RC community outreach programme and MS has been helping them scope out various other funding opportunities.

MT thanked MS for all of his hard work.

9.4 Pathways and Membership Update - Indoor Rowing Update

Paper as circulated.

AB gave a brief overview of the paper where he proposed the following to the Board:

- Keep the Schools Indoor Championships as a standalone event, hosted in a school, to ensure that the event runs at as low a cost as possible.
- Continue to offer an indoor rowing event for students via SS and/or BUCS in November, which works best timewise for beginner rowers and ties in with GB trials.
- No 2023 SR Open Indoor Championships and instead support the running of indoor rowing events at Proving Grounds, a similar style event running in Scotland which targets the fitness market. This will allow SR members who are interested in indoor rowing to continue to take part in an annual event but save SR from putting staff time and money into an event that no longer seems to be valued by the membership.

There was a discussion regarding the potential of losing the name 'Scottish Rowing Indoor Championships' if the event no longer runs and it was agreed that it would be worthwhile investigating the feasibility of trademarking the name.



	Approved by the Board.
10	<p>Matters Arising</p> <p>No matters arising.</p> <p>See actions list</p>
11	<p>AOB</p> <p>URA Affiliation</p> <p>There was a discussion regarding who holds the voting rights within URA as this information was not included in their constitution. It was agreed that they would need to clarify this prior to proceeding with the affiliation. MS confirmed he would contact them to request this information.</p> <p>Approved subject to clarifying voting procedures. (5 members approved and 1 abstained).</p> <p>AC asked the Board if they would be happy for draft AGM Minutes to be published on the website to allow clubs to view closer to the time of the meeting rather than having to wait until the next AGM. Approved by the Board.</p> <p>On behalf of the entire Board, MT thanked all colleagues and volunteers involved in Spring Regatta.</p>