



## SCOTTISH ROWING BOARD MEETING

Zoom call 6.30pm – 27<sup>th</sup> April 2022

Board Attendees	Initial
Matt Taylor	MT
John Gill	JG
Dot Roberts	DR
Alistair Neill	AN
Neil MacIver	NM
Chris Woods	CW

In attendance		
Amanda Cobb	AC	Scottish Rowing
Lee Boucher	LB	Scottish Rowing
Mark Senter	MS	Scottish Rowing
Carol Ann Ellis	CAE	Scottish Rowing
Martin Claxton	MC	Scottish Rowing
Charlotte MacBeath	CM	Sportscotland

Item	Topic
1.	<b>Welcome and apologies</b>  MT welcomed everyone to the meeting.  Caroline Parker and Sam Winton sent apologies.
2.	<b>Declaration and Conflicts of Interest</b>  None.
3.	<b>Minutes of Previous Meeting</b>  Approved by the Board.
4.	<b>Boat Replacement</b>  Paper previously circulated proposing the replacement of the Scottish Rowing performance fleet, funded by the sale of existing performance equipment and 'topped up' by budgeted performance programme funding.



	<p>LB advised the Board that he has been given good valuations for the existing fleet and also received quotes from Wintech and Filippi. He has managed to negotiate a discount with Filippi and it is looking likely that they will go with them for the order.</p> <p>He highlighted that they are aware that prices are about to go up so it would be a good time to renew.</p> <p>Approved by the Board.</p>
<p><b>5.</b></p>	<p><b>Safeguarding Policy</b></p> <p>An updated Child Wellbeing and Protection policy was tabled for approval.</p> <p>MS advised the Board that the key change is that the guidelines for clubs currently published on the SR website are now included as Scottish Rowing policy in the document. He advised that the policy is not currently live on the website but when it does go live it will consist of the first four pages of the policy with links to the procedures.</p> <p>CW advised that he had a few suggestions for additions/tweaks to the policy and he would forward them on to MS to consider. MT also passed on some comments from CP to be considered and advised that he would forward them via email.</p> <p>Approved subject to changes. It was agreed that MS would bring to the Board to review once the changes have been made to the policy.</p>
<p><b>6.</b></p>	<p><b>Transgender Update</b></p> <p>Update as circulated with the papers.</p> <p>AC noted that there has been significant media interest in this topic with a number of high profile cases receiving a lot of comment and coverage. AC also highlighted that it would be helpful to have a small working group to help bring the policy together and requested that if any Board members are interested they let her know.</p> <p>Sam Winton and MT have expressed that they are keen to be part of this.</p> <p>No questions raised.</p>
<p><b>7.</b></p>	<p><b>Annual Plan Update</b></p> <p>Paper as circulated.</p>



	<p>AC noted that there is a clear action plan in place for the year with allocated responsibilities. The next step is to produce a new Board reporting summary for the next meeting.</p> <p>No questions raised.</p>
<b>8.</b>	<p><b>Finance Update</b> <b>Q3 Management Accounts – SAGE and full year forecast</b></p> <p>Paper as circulated.</p> <p>No questions and management accounts were approved.</p>
<b>9.</b>	<p><b>Governance Standing Items:</b></p> <p><b>9.1 Safeguarding</b> No report</p> <p><b>9.2 Equality</b> No report</p> <p><b>9.3 Anti-Doping – Policy for Approval (previously circulated)</b> LB advised the Board that there are still a small number of points outstanding the UK Anti-Doping Assurance Framework following the review of the submitted evidence. In order that Scottish Rowing is fully compliant the following proposals were tabled:</p> <p>1) The Board was also asked to specifically review and approve the following proposed resolution that:</p> <p>“The anti-doping rules of Scottish Rowing are the UK Anti-Doping Rules published by UK Anti-Doping Limited (or its successor), as amended from time to time.”</p> <p><b>Approved by the Board</b></p> <p>2) The Board is asked to approve the Anti-Doping Policy:</p> <p><b>The Board approved the policy without amendment.</b></p>
<b>10.</b>	<p><b>COO Update</b></p> <p>Paper circulated.</p> <p>AC noted the following points from the update:</p>



	<ul style="list-style-type: none"> <li>• The need to review the MoU between BR/WR/SR and replace it with something more fit for purpose and formal is a priority and one which AC proposes to raise with British Rowing.</li> <li>• The responsibility for reporting membership now sits with the Pathways team and we hope to have something for the next meeting.</li> <li>• AC advised the Board that both Kickstart recruits have been a great addition to the staff team and both post holders will be offered an extension of their contracts.</li> </ul> <p>AN requested an update on the rowing tank and AC advised that she is working on an action plan for the tank to be back in operation by September.</p> <p>MT thanks AC for the update.</p> <p>No questions raised.</p>
<p><b>11.</b></p>	<p><b>Performance Update</b></p> <p>Paper previously circulated.</p> <p>There was a discussion regarding developing coxes through the Junior Academy. LB advised that there were three coxes involved in the programme and they found ways to include them but he will flag this up at the review as they don't have enough of a coxes curriculum.</p>
<p><b>12.</b></p>	<p><b>Matters Arising</b></p> <p>See actions list.</p>
<p><b>13.</b></p>	<p><b>AOB</b></p> <p><b>13.1 Jubilee Bank Holiday. Request for approval of granting all staff the additional Bank Holiday to be added to the annual allowance for this year only.</b></p> <p>Approved by the Board.</p> <p>MC (SR Safety Officer) presented slides to the Board providing a safety update. He stressed the need for Scottish Rowing safety guidance to be updated and for Scottish Rowing to be more proactive in promoting water safety.</p> <p>Martin also informed the Board that Scottish Rowing was now a member of Water Safety Scotland and involved in the development in water safety messages with other user groups.</p>