



SCOTTISH ROWING BOARD MEETING

Glasgow Caledonian University, Glasgow
6.30pm – January 23, 2019

Attendees	Initial
Martin Claxton	MC
Caroline Parker	CP
Dot Roberts	DR
Alistair Neill	AN
Elizabeth Mitchell	EM
John Gill (via telephone)	JG

In Attendance	Initial	
Amanda Cobb	AC	Scottish Rowing
Lee Boucher	LB	Scottish Rowing
Carol Ann Ellis	CAE	Scottish Rowing
Lindsay MacKenzie	LM	sportscotland

Item	Topic
1.	Welcome MC welcomed everyone to the meeting.
2.	Apologies No apologies received.
3.	Declaration and Conflicts of Interest No additional conflicts of interest were declared.
4.	Minutes of Previous Meeting and Matters arising Previous Minutes from September and December 2018 meetings approved.



<p>5.</p>	<p>FOR DISCUSSION Membership</p> <p>AC previously circulated a paper and presented slides to the Board providing an overall summary of the membership figures resulting from the Club annual returns.</p> <p>It was acknowledged that the figures have dropped significantly and although there are a number of explainable factors and it is not a systemic issue, it is problematic in terms of the sportscotland outcomes that have been set.</p> <p>The Board discussed and it was agreed that the following key areas would be focused on in order to help improve membership numbers:</p> <ul style="list-style-type: none"> • Explore recreational opportunities for university clubs to allow students to participate in the sport at different levels. • Circulate Club annual returns data to Clubs for information purposes and highlight the implications that membership numbers have on sportscotland funding. • Circulate a Membership Survey to allow the clubs to feedback. • Focus on individual clubs and their needs to provide support in improving membership retention and attracting new members.
<p>6.</p>	<p>FOR APPROVAL Scottish Championships Date Change</p> <p>AC previously circulated a paper to the Board advising that the BR Championships date might move from its current date in October to 15/16 June, with a decision being made at the next BR Board meeting on 29th January.</p> <p>If approved, the CSG are requesting approval to also move the Scottish Championships forward a week to 31st May – 2nd June.</p> <p>The Board approved subject to the outcome of BR’s Board meeting and agreed that no communications should be issued until the change in date is confirmed.</p> <p>PMN: Although the BR decision was confirmed the date of the Scottish Championships has had to remain as originally scheduled due to a conflicting event at SP</p>
<p>7.</p>	<p>UPDATE Event Entry System Update</p>



	<p>AH provided the Board with an update on his entry system supplier research with a recommendation that Playwaze be adopted as the new Scottish Rowing entry system. He requested approval to proceed to the development stage.</p> <p>An unbranded version of Playwaze was approved by the Board.</p> <p>Although the Board expressed concern regarding cost, they recognised that the new entry system is a necessity.</p> <p>MC advised that he would like a practice run to be carried out, with club participation, before the system goes live and it was also agreed that it would be made mandatory for all SR clubs to use this system for SR affiliated events.</p>
<p>8.</p>	<p>FOR DISCUSSION Scottish Rowing and Scottish Rowing Centre Budget and Planning Update</p> <p>AC previously circulated a paper highlighting the budget issues for 2019-20 for the Board to discuss and explore options around these areas.</p> <p>The main areas discussed were:</p> <ul style="list-style-type: none"> • HIR costs – it was agreed that there is a need to reconsider the SR contribution and re-evaluate event costs to reduce outgoings. • Awards dinner – it was agreed that hosting an awards dinner in 2019 would be challenging and that a low key approach should be taken, such as presenting the awards locally. • Communications spend – it was recognised that REJ's work is valuable to the promotion of the sport however it consumes a large portion of the budget. The Board agreed that the cost of comms requires to be reduced to a more manageable level. <p>MC requested that AC provide a detailed report of areas that could be reviewed to reduce costs by £10,000.</p>
<p>9.</p>	<p>FOR INFORMATION Governance Matters</p> <p><u>9.1 Safeguarding Updates</u> MS provided the Board with an annual report and LM advised that she had no concerns and felt that SR is currently in a good position.</p> <p><u>10.2 Water Safety</u> CAE provided the Board with a list of Clubs who have not submitted their Club Safety Audits and MC requested that the RDM'S continue to chase the clubs within their region, emphasising that as a condition of membership they will be suspended from racing if not submitted.</p>



	<p>CAE agreed to update the RDM's.</p> <p><u>10.3 Equality</u> No report submitted.</p>
10.	<p>FOR INFORMATION Operational Reports</p> <p><u>10.1 COO Report</u> AC previously circulated a paper to the Board.</p> <p>The Board agreed that SR is not currently in a position to host an awards dinner in March of this year.</p> <p>MC proposed that the 2018 awards should be presented in a low key manner.</p> <p>Approved by the Board.</p> <p><u>10.2 Coaching and Development</u> No report submitted.</p> <p><u>10.3 Performance</u> LB previously circulated a paper and the Board advised that they were happy with the update and had no comments.</p>
11.	<p>FOR INFORMATION Q3 Management Accounts</p> <p>There were no issues to highlight and the Board had no questions.</p>
12.	<p>AOCB</p> <p><u>Race Control Committee Report</u> Neil MacFarlane's report to the Board updating them on umpire recruitment and numbers, the annual umpire training day and the regatta calendar was discussed.</p> <p>NM advised that he is reviewing the current prohibition on coaching at Head races and is in the process of forming a discussion paper to go out to Clubs for feedback.</p> <p>The Board approved the RCC circulating a discussion paper direct to Clubs and agreed that the views should come to the Board to make a final decision.</p> <p>DR informed the Board that she has had a first meeting with the CRA committee and advised that they are looking at possible events to engage other</p>



	<p>Commonwealth countries. It has been recognised that rowing in its present Olympic form doesn't currently have a place in the Commonwealth games and is unlikely to do so. The CRA is therefore exploring different formats such as flat water sprint, indoor and beach/coastal rowing.</p> <p>DR advised that a survey is being circulated to all Commonwealth rowing nations for feedback.</p>
13.	<p>Actions from Previous Meeting</p> <p>See actions list below.</p>