



SCOTTISH ROWING BOARD MEETING

Teams 6.30pm – 19th November 2024

Confidential minutes removed in accordance with SR's published policy on minutes of a confidential nature.

Board Attendees	Initial
Mike Martin	MM
Laura Graham	LG
Sophie McCall	SM
Alastair Clarkson	AC
Jonny Logan	JL
Robert Gordon	RG
Fiona Armit	FA
Fiona Rennie	FR
Lee Boucher	LB

In attendance		
David Johnson	DJ	Scottish Rowing

Item	Topic
1.	Welcome and Apologies LG welcomed all attendees, including new Board members. Apologies were received from Charlotte MacBeath, sportscotland .
2.	Conflicts of Interest No conflicts of interest were declared.
3.	Approval of Minutes of previous meeting and previous actions The minutes of the previous meeting were approved subject to minor amendments. Key updates on actions included:



	<ul style="list-style-type: none"> • FA confirmed progress on club safeguarding policy review in relation to chaperoning juniors. • The Board agreed that the weighing athletes guidelines will be implemented in early 2025. • LB advised the Board that he has not discussed implementing the Transgender Policy with British Rowing but he aims to conclude by February 2025. • LB advised that Alistair Neil (AN) has signed the statutory accounts and JRD are arranging for them to be filed with Companies House.
4.	<p>Finance Items</p> <p>4.1 Finance Report</p> <p>DJ presented the financial update. The Board noted that statutory accounts have been filed with Companies House. LB informed the Board that the fees and commission were high due to there being no provision in place for legal expenses which they have incurred this year. LB recommended having provision in place for such expenses going forward. The importance of ensuring appropriate financial provisions and monitoring was emphasised.</p> <p>4.2 Head of Business Operations</p> <p>The Board received an update on the recruitment of a Head of Business Operations. The role is intended to strengthen organisational capacity, support delivery of strategic objectives, and ensure effective oversight of policies and procedures. The Board noted that the recruitment process is progressing, with appointment expected in early 2025. It was agreed that once in post, the new Head of Business Operations will lead on the structured review of governance and operational policies.</p>
5.	<p>Governance Items</p> <p>5.1 Annual EDI Report – deferred to February Board meeting</p> <p>5.2 Wellbeing and Protection Update</p> <p>The Board received an update on wellbeing and protection and agreed that FA and MS would work together to ensure clarity and transparency on the reporting format going forward. Bespoke training for Board and staff will be arranged.</p> <p>5.3 UNCRC – Youth Wellbeing Survey</p>



	<p>The low response rate to the youth wellbeing survey was highlighted. The Board agreed to review how best to capture the voices of young members in future.</p> <p>5.5 Policy Review</p> <p>A structured review of policies will be undertaken once the new Head of Business Operations is in post.</p> <p>5.6 Vexatious Complaints Policy</p> <p>Approved. LB advised that he would arrange for a Mailjet to be sent to all members advising of the new policy and all other recent changes/updates to other policies</p>
6.	<p>Operational Reports</p> <p>6.1 Board Operational Tracker – LTOs/Annual Targets</p> <p>No questions or comments from the Board.</p> <p>6.2 CEO Report</p> <p>No questions or comments from the Board.</p>
7.	<p>Risk Appetite Statements</p> <p>The Board reviewed draft Risk Appetite Statements that had been developed and discussed their alignment with the organisation’s strategic objectives. It was agreed that some further refinement is required before adoption, with a full risk register to be developed to support effective oversight and decision-making.</p>
8.	<p>British Rowing Governance Reform (Powerpoint slides)</p> <p>The Board noted that BR are currently going through a governance reform and discussed proposals for new British Rowing committees and home nation representation. AC emphasised the importance of ensuring Scottish representation while managing potential conflicts of interest; LB agreed to discuss with Welsh Rowing before feeding back to BR.</p>
9.	<p>Matters Arising</p> <p>Covered under previous items.</p>



10.	AOB 10.1 Approval to Publish draft AGM Minutes Draft AGM minutes were approved for publication. 10.2 Director Recruitment (Performance) Recruitment for a new Performance Director is underway, with JL and MM volunteering to join the panel.