



SCOTTISH ROWING BOARD MEETING

Teams Meeting 6.30pm – 22nd April 2020

Board Attendees	Initial
Martin Claxton	MC
Elizabeth Mitchell	EM
Dot Roberts	DR
Alistair Neill	AN
Mark Barry	MB
Caroline Parker	CP
John Gill	JG
Sam Winton	SW

In attendance		
Amanda Cobb	AC	Scottish Rowing
Lee Boucher	LB	Scottish Rowing
Kevin Ferguson	KF	sportscotland
Mark Senter	MS	Scottish Rowing
Lindsay McKenzie	LM	sportscotland

Item	Topic
1.	Welcome and Apologies MC welcomed everyone to the meeting. There were no apologies
2.	Declaration and Conflicts of Interest None
3.	Minutes of Previous Meeting Alistair Neill circulated notes from the previous meeting. These were approved as a record of the meeting.
4.	Safeguarding Report Scottish Rowing Board Planning Day MS reported on 4 incidents. The first two incidents related to contractors engaged by Scottish Rowing, one a first aid provider at the SRIC and the other a cleaner working at



	<p>the Rowing Centre cleaning company were discussed. The need for SR to obtain undertakings confirming compliance with SR policies - in particular with respect to the performance of regulated work - when engaging contractors was identified.</p> <p>MS and AC to draft a policy doc to address this. SW asked whether the individual who reported the incident had been kept informed and MS confirmed this was the case.</p>
<p>6</p>	<p>Sportscotland update</p> <p>KF provided an update from sportscotland. The key points covered included:</p> <ul style="list-style-type: none"> • Timing of investment reviews in particular for Olympic sports is still being considered. • Small business grants for facilities excludes boathouses - it is not clear why. Sportscotland has approached Scottish Government regarding this exclusion but there is no intention to remove this exclusion. • Finally, KF noted that LM is now back from maternity leave and KF will be handing over to her over the next week or two. <p>MS noted the hardship fund announced by Sport England and asked whether there will be any similar fund in Scotland. KF explained that sportscotland's priority at this time is to ensure the SGB's are supported. The concern would be that any hardship fund would be overwhelmed and hard to target to need.</p> <p>MS also asked about the timing of the investment review and sportscotland's view of how we should approach our strategic planning cycle. KF asked for the Board's view on what we be most appropriate to help inform internal discussions with sportscotland</p>
<p>6.</p>	<p>Finance</p> <p>a) Management Accounts to end Feb. were presented. The impact on membership income as a consequence of the level of cancelled events in Jan-Mar was highlighted. There were no additional questions.</p> <p>b) 2020-21 budget. Given the uncertainty around future income, AC presented the impact on the previously tabled 2020-21 budget for 3 different scenarios. It was noted that there is likely to be a significant impact on membership income with potentially serious implications for the Scottish Rowing reserves. Some mitigating actions have been taken and savings are likely to crystallise in the Rowing Centre depending on the length of closure but these are unlikely to offset the fall in membership income.</p>



	<p>AC highlighted the risk to membership if the student clubs are not able to operate or are subject to restrictions. CP noted that given the contingency plans that are currently being drawn up by the sector, this is a possibility but there is a great deal of uncertainty</p> <p>CP asked whether there was any intention to extend the membership period to compensate for the lack of activity, which prompted a wider discussion around options to promote Scottish Rowing membership. MB suggested that given the current income projections, it would be worth waiting before offering discounted fees. The Board discussed the alternatives for revenue generation including:</p> <ul style="list-style-type: none">• SW suggested offering sessions/webinars which are behind the membership paywall. LB noted that some of our activities will be.• Looking at online indoor competition and whether this can be monetized.• DR noted that the tone of any activity to promote SR membership needed to be sensitive to the wider challenges our members are facing. <p>The Board agreed to explore other options to underpin revenue generation.</p>
7.	<p>COVID-19</p> <p>AC presented on business continuity and short-term action taken in response to COVID-19. The key points were as follows:</p> <ul style="list-style-type: none">• All staff working effectively and efficiently from home and SRC closed• Clubs all closed and RDM's making contact in person to understand where clubs had concerns. A number of clubs had financial concerns. Facilities, member retention and lack of competition were also highlighted• Current plans reprioritised and plans drawn up for how we can keep members connected and engaged using online comms channels/webinars etc• Starting to pull together resources to help clubs when the reopen <p>LB provided an update on the performance programme as follows:</p> <ul style="list-style-type: none">• Supported athletes being provided with equipment, training and monitoring remotely.• Scottish Rowing has secured funding for a Coaching Futures position. Recruitment will be deferred until later in the year.• HIR cancelled. Will take place in 2021.• Robin Williams will be delivering 2 webinars for Scottish Rowing coaches.



9.	AOCB RCC Report. The report from Race Control was tabled for information and the Board was asked to feed back any comments after the meeting.
10.	Actions from Previous Meeting See actions list.