



SCOTTISH ROWING BOARD MEETING
Zoom call 6.30pm – 25th November 2020

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

In attendance		
Amanda Cobb	AC	Scottish Rowing
Lee Boucher	LB	Scottish Rowing
Mark Senter	MS	Scottish Rowing
Carol Ann Ellis	CAE	Scottish Rowing
Lindsay MacKenzie	LM	sportscotland

Item	Topic
1.	<p>Welcome and apologies</p> <p>MC welcomed everyone to the meeting.</p>
2.	<p>Declaration and Conflicts of Interest</p> <p>None</p>
3	<p>Minutes of Previous Meeting</p> <p>Minutes of previous meeting approved subject to one minor change.</p>
4.	<p>Equality</p> <p>4.1. Equality</p> <p>SW presented slides to the Board detailing the progress made on the Rowers for Change programme along with a visual of the logo.</p> <p>He advised that the programme has been designed around four pillars (Evolve, Expand, Empower and Enjoyment) which are linked to and promote the SR values. Clubs can</p>



	<p>achieve gold, silver or bronze levels and there will be a working group appointed who will be responsible for awarding and monitoring these levels.</p> <p>MC thanked SW for the update and the Board agreed that the work done so far was excellent.</p> <p>A discussion took place highlighting the need to define the role of a mentor and SW agreed to look into this.</p> <p>MS advised that he is currently working on an Equality Impact Assessment which should be in place soon.</p> <p>MC suggested that the programme could be used as part of the restart post COVID, and SW advised that they are hoping to have a concrete plan on communicating to clubs for the next Board meeting.</p> <p>4.2. Safeguarding MS advised the Board that the new Equality Impact Assessment will be launched soon.</p> <p>4.3. Anti-doping AC advised the Board that UKAD have updated the anti-doping rules and that the Board are required to formally recognise these changes. It was highlighted that the SR's anti-doping rules are consistent with those of UKAD and this is published on the SR website.</p> <p>The Board confirmed that they were happy with these changes.</p>
<p>5.</p>	<p>Finance Report</p> <p>5.1 Potential re-profiling of sportscotland investment</p> <p>Paper previously circulated seeking approval from the Board for the proposed re-profiling of sportscotland core investment if necessary – this will also be subject to approval from sportscotland.</p> <p>AC highlighted that the figures currently stated in the report could change as the year goes on and they may not need to re-profile as much.</p> <p>MC queried if there would be sufficient funds left over to cover extra activity in 2021, post COVID. AC and LB advised that, having looked at the figures, they are confident that there will be a significant chunk of the budget left to cover this.</p> <p>Approved by the Board</p>



	<p>5.2 Finance Update</p> <p>AC presented the finance report to the Board and advised that there have been some small refinements. She highlighted the following key assumptions:</p> <ul style="list-style-type: none"> • No meaningful competition this year – but income to October has been ahead of forecast by £2-3k. • Increased contribution from performance programme for performance fleet. • Staff underspend retained (but not reflected in unrestricted cash). • Prior to re-profiling of performance investment. <p>AC also provided a membership activity update:</p> <ul style="list-style-type: none"> • Put some activity behind paywall – webinars, challenges <ul style="list-style-type: none"> • Working on water based challenges as well as indoors • Promote wider benefit of membership to community <ul style="list-style-type: none"> • Non-competitive membership allows us to communicate directly with individuals • Easy to upgrade • Not transformational financially • If no competition next summer, membership model starts to become irrelevant <p>MC advised that it would be best to stick to the membership model. No questions were raised.</p>
<p>6.</p>	<p>Coastal Rowing Briefing</p> <p>Papers previously circulated providing an update on the current status of the World Rowing Coastal and also seeking approval of the Terms of Reference for the Home Nations Coastal Rowing Strategy Group.</p> <p>CP highlighted that SCRA may object to the Terms of Reference and it was agreed that it would be best to be pro-active and contact them first to discuss and allow them the opportunity to get involved if they wish to.</p> <p>Terms of Reference approved by the Board.</p>
<p>7.</p>	<p>Commonwealth Rowing Federation AGM</p> <p>DR advised the Board that the Commonwealth Rowing Association AGM was due to take place a week on Saturday and she will feedback from this. She also raised the following items:</p>



	<ul style="list-style-type: none"> • Are the Board happy for her to vote at the Commonwealth Rowing Federation AGM? If so, MC is required to serve confirmation of this. • She recently met with Rachel Dooley (BR) and Helen Tann (WR) to discuss the possibility of a 2022 regatta and it was suggested during the meeting that it be held in Scotland. DR advised that she wanted to make the Board aware off this and suggested taking the discussion offline to go into more detail. <p>MC, DR and AC agreed to schedule a meeting to have a more in depth discussion regarding this.</p>
<p>8.</p>	<p>Scottish Rowing Awards</p> <p>Paper previously circulated to the Board seeking approval to change this year’s awards structure due to the rowing season being affected by the COVID-19 pandemic.</p> <p>There was discussion around including some non performance awards such as group, community and initiative which would be more club/participation focussed.</p> <p>MS agreed to review the award categories and circulate via email for approval.</p>
<p>9.</p>	<p>Fellowship of Scottish Rowing – Proposal of John McKinney</p> <p>Proposal email previously circulated from AN to the Board.</p> <p>AN suggested that this be announced soon and then presented later at either an awards dinner or AGM. MC requested that AN draft a citation which will be used as the basis for publishing.</p> <p>Approved by the Board.</p>
<p>10.</p>	<p>COO Update</p> <p>AC presented slides to the Board.</p> <p>MC congratulated the SR staff on the success of the Indoor Championships and various members of the Board highlighted that:</p> <ul style="list-style-type: none"> • It looked slick, engaging and an amazing event. • As a participant, it was brilliant and engaging. • The commentary kept everyone involved throughout day. <p>AC advised that she would need to discuss the 2022-23 strategic planning with MC. LM confirmed that year 4 would roll over into year 5 and investment applications should be submitted in February 2021 with the panel running virtually in March.</p>



	<p>JG highlighted that coaching assessments are now being carried out virtually, with an extension on the two year timescale to complete the final assessment, and there is also plans for a webinar based Club Coach course.</p>
11.	<p>Scottish Rowing Centre Update</p> <p>Paper previously circulated.</p> <p>DR queried how much control NLC currently have over SR staff accessing the Centre during the current circumstances and AC advised that there are no restrictions at the moment but if NLC were to decide to lock the gates this would cut off any access which is a risk.</p> <p>AC also advised that there has been no further communication from NLC on their future plans for the building but they have been assured that SR would play a key part and the plans look positive.</p> <p>MC passed on thanks to SOC for the update.</p>
12.	<p>Performance Update</p> <p>Paper previously circulated.</p> <p>CP highlighted that the webinar series appears to be focused on performance and there might get more engagement if there was a mix of performance/non performance content. AC agreed to review and see if they can broaden the agenda.</p> <p>LB advised that Wales are making plans to host an HIR Coastal Development weekend in October 2021, which will be discussed at the HIR AGM tomorrow evening and he will feedback from this. MC highlighted that it would need to align with the Terms of Reference approved earlier in the meeting.</p>
13.	<p>Matters Arising</p> <p>AC advised that there are a few issues flagging up regarding the GBRT resources and they need to consider if SR want to become a region of BR by becoming linked through the system. A list of all issues is being pulled together.</p>
14.	<p>AOB</p> <p>AC requested that CAE circulate the draft 2021 Board meeting schedule to the Board for approval.</p>



	MC highlighted the need to be prepared for coming back to normality next year and thanked everyone for their support over the last year.
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