



## **BOARD MEETING AGENDA**

CGS Shed Monday 20 November at 6pm

### **1. Attendees**

Board: Kent Peters (President), Tobias Wehr Candler (Vice-President), Virginia Hayward, Catherine Garrington, Peter Wright, Jaime Fernandez, Alice Arch, Sebastian Lang, Hugo Ellwood (Director of Finance)

Staff: Sarah Davoren (Executive Officer), Dave Fraumano (Head Coach)

### **2. Register of Interests**

### **3. Acceptance of Minutes**

- a. October 2023
- b. Outstanding Actions

### **4. Director of Finance Report**

### **5. Head Coach Report** (Dave Fraumano)

### **6. Councillors Report** (Virginia Hayward)

### **7. Executive Officer** (Sarah Davoren)

### **8. Safety Sub-Committee** (Catherine Garrington)

### **9. Governance Sub-Committee** (Virginia Hayward)

### **10. Rowing Australia Strategic Forum Update** (Sebastian Lang and Kent Peters)

### **11. Items for Decision**

- a. Positions Vacant
- b. Term Re-Calibration
- c. Senior, Youth and Pathways Selection Policies

### **12. Items for Discussion**

- a. Board Meetings for 2024

### **13. Items for Noting**

- a. Participation Numbers Report

**14. Other Business**

**15. In camera session**

**Future meetings/events:**

**2023 Board Meetings:**

November 20

**Other events:**

### Item 3: Minutes and Action Items – October Board Papers

## BOARD MEETING AGENDA

CGS Shed Monday 16 October 2023 at 6.00pm

### Attendees

Board: Kent Peters (President), Tobias Wehr-Candler (Vice President), Craig Jones, Virginia Hayward, Vinhara Goonesekera (Secretary), Sebastian Lang (dial-in)

Staff: Sarah Davoren (Acting Executive Officer), Dave Fraumano (Head Coach)

Apologies: Alison Chinn (Director of Finance), Ben Page

**1. Welcome.** President opened meeting at 1806 with an Acknowledgement of Country.

**2. Register of Interests.** None.

**3. Acceptance of Minutes.**

a. **August 2023.** Minutes accepted. No meeting was held in September.

b. **Outstanding Actions.** All items ongoing.

**4. Director of Finance Report.** In Alison's absence, Board deliberated over profit and loss statements only. No significant updates.

**5. High Performance Report (Dave Fraumano).** Report tabled.

- DF attended RA Coaching Symposium – DF to pass on insights to clubs.
- RA is reviewing U19, U21, U23 selection criteria, will communicate to clubs when it is confirmed.
- David Bagnall has joined the coaching team for two mornings a week to assist in development of TID athletes.
- DF presented options on a new boat lease agreement with manufacturers. Board accepted and endorsed the three-year lease agreement with Wintech Racing. RACT is committed to providing quality training and racing equipment for its athletes through Wintech.

**Dave Fraumano departs 1839h**

**6. RA Councillor Report (Virginia Hayward).** Verbal update. Key points:

- RA to restructure finance department and looking to outsource services.
- RA moving forward with establishing RA Foundation.
- RA has secured \$1.4m in funding for 2032 Olympics.

**7. Executive Officer (Sarah Davoren).** Report tabled. Board welcomed Sarah Davoren into her new official title as Executive Officer – Operations and thanks her for her ongoing work in preparing for the upcoming summer season. Key updates:

- Successful ACT Indoor Rowing Championships with great participation and camaraderie between participants young and old. Board was delighted to hear about the strong community spirit seen at the Championships.
- Sarah thanked the Board and especially Alison for their ongoing support in her development.

**8. Safety Sub-Committee (Catherine Garrington).** Verbal update. Few reports and incidents reported. CG and Board once again reminds the community to use official reporting channels to report incidents.

**9. Governance Sub-Committee (Virginia Hayward).** Verbal update. VH tabled the Board's 'RACT Strategic Plan 2022-27: 2023 priorities and activities Achievement Report' to be presented at the RACT 2023 AGM. It depicts the Board's progress against the 2023 Activities Plan.

**10. Regatta Sub-Committee (Sebastian Lang).** Report tabled. RSC compiled feedback from clubs about regatta schedule. Board to discuss and endorse order of events out of session.

#### **11. Items for Discussion**

**a. AGM.** Board noted progress of the Annual Report and thanked those that contributed, in particular, CG for detailed editing of the Report.

**b. No Wash Zone proposal.** Board received a proposal to employ a No Wash Zone on Yarramundi Reach during peak rowing training hours. Board is deliberating the matter and discussing it with the author to further develop the idea.

#### **11. Items for Decision**

**a. Appointed Director position.** The Board endorsed the reappointment of Tobi Wehr-Candler to the role of Appointed Director on the RACT Board. The Board noted Tobi's significant contribution to RACT and acknowledged Tobi's valuable experience and expertise will, once again, be an asset to the Board.

#### **12. Items for Noting**

**a. Outgoing Directors.** Board thanked Craig Jones and Vinhara Goonesekera for their valuable contributions and appreciate the hard work and effort they have put into the organisation.

**Meeting closes 2005h.**

**Other events:**

AGM 23 October

# Aged Receivables Detail

Rowing ACT Incorporated

As at 30 November 2023

Ageing by due date

INVOICE DATE	DUE DATE	INVOICE NUMBER	INVOICE REFERENCE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
<b>Affinity Insurance Brokers</b>										
25 Oct 2023	8 Nov 2023	INV-1463	Policy 24C8251902	-	1,921.36	-	-	-	-	1,921.36
<b>Total Affinity Insurance Brokers</b>				-	<b>1,921.36</b>	-	-	-	-	<b>1,921.36</b>
<b>BMRC</b>										
20 Nov 2023	4 Dec 2023	INV-1492	Col Panton Seat Fees	144.00	-	-	-	-	-	144.00
20 Nov 2023	4 Dec 2023	INV-1482	Radford Regatta Seat Fees	456.00	-	-	-	-	-	456.00
<b>Total BMRC</b>				<b>600.00</b>	-	-	-	-	-	<b>600.00</b>
<b>Caitlin McManusBarrett</b>										
19 Jul 2023	19 Jul 2023	CN-1411	ARC Taxi	-	-	-	-	-	(49.77)	(49.77)
<b>Total Caitlin McManusBarrett</b>				-	-	-	-	-	<b>(49.77)</b>	<b>(49.77)</b>
<b>CGGS</b>										
7 Nov 2023	21 Nov 2023	INV-1473	Dara/BMRC Regatta	-	1,416.00	-	-	-	-	1,416.00
20 Nov 2023	4 Dec 2023	INV-1484	Radford Regatta Seat Fees	1,440.00	-	-	-	-	-	1,440.00
<b>Total CGGS</b>				<b>1,440.00</b>	<b>1,416.00</b>	-	-	-	-	<b>2,856.00</b>
<b>CLRC</b>										
7 Nov 2023	21 Nov 2023	INV-1475	Dara/BMRC Regatta	-	36.00	-	-	-	-	36.00
20 Nov 2023	4 Dec 2023	INV-1485	Radford regatta Seat Fees	96.00	-	-	-	-	-	96.00
20 Nov 2023	4 Dec 2023	INV-1493	Col Panton Seat Fees	24.00	-	-	-	-	-	24.00
<b>Total CLRC</b>				<b>120.00</b>	<b>36.00</b>	-	-	-	-	<b>156.00</b>
<b>CRC</b>										
20 Nov 2023	4 Dec 2023	INV-1483	Radford Regatta Seat Fees	888.00	-	-	-	-	-	888.00

INVOICE DATE	DUE DATE	INVOICE NUMBER	INVOICE REFERENCE	CURRENT	< 1 MONTH	1 MONTH	2 MONTHS	3 MONTHS	OLDER	TOTAL
20 Nov 2023	4 Dec 2023	INV-1494	Col Panton Seat Fees	372.00	-	-	-	-	-	372.00
<b>Total CRC</b>				<b>1,260.00</b>	-	-	-	-	-	<b>1,260.00</b>
<b>Daramalan</b>										
20 Nov 2023	4 Dec 2023	INV-1486	Radford regatta Seat Fees	1,488.00	-	-	-	-	-	1,488.00
<b>Total Daramalan</b>				<b>1,488.00</b>	-	-	-	-	-	<b>1,488.00</b>
<b>Drummoyne Rowing Club</b>										
20 Nov 2023	4 Dec 2023	INV-1495	Col Panton Seat Fees	24.00	-	-	-	-	-	24.00
<b>Total Drummoyne Rowing Club</b>				<b>24.00</b>	-	-	-	-	-	<b>24.00</b>
<b>LTRC</b>										
20 Nov 2023	4 Dec 2023	INV-1487	Radford Regatta Seat Fees	12.00	-	-	-	-	-	12.00
<b>Total LTRC</b>				<b>12.00</b>	-	-	-	-	-	<b>12.00</b>
<b>Marist College Canberra Rowing Club</b>										
20 Nov 2023	4 Dec 2023	INV-1488	Radford Regatta Seat Fees	1,332.00	-	-	-	-	-	1,332.00
20 Nov 2023	4 Dec 2023	INV-1496	Col Panton Seat Fees	48.00	-	-	-	-	-	48.00
<b>Total Marist College Canberra Rowing Club</b>				<b>1,380.00</b>	-	-	-	-	-	<b>1,380.00</b>
<b>Radford</b>										
7 Nov 2023	21 Nov 2023	INV-1479	BMRC/Dara Regatta Seat Fees	-	1,572.00	-	-	-	-	1,572.00
20 Nov 2023	4 Dec 2023	INV-1489	Regatta #2 Seat Fees	2,064.00	-	-	-	-	-	2,064.00
20 Nov 2023	4 Dec 2023	INV-1497	Col Panton Seat Fees	96.00	-	-	-	-	-	96.00
<b>Total Radford</b>				<b>2,160.00</b>	<b>1,572.00</b>	-	-	-	-	<b>3,732.00</b>
<b>Total</b>				<b>8,484.00</b>	<b>4,945.36</b>	-	-	-	<b>(49.77)</b>	<b>13,379.59</b>
<b>Percentage of total</b>				<b>63.41%</b>	<b>36.96%</b>	-	-	-	<b>-0.37%</b>	<b>100.00%</b>

# Profit and Loss

## Rowing ACT Incorporated

For the month ended 30 November 2023

NOV 2023

---

### Trading Income

ACT Government Grants	3,750.00
Pathways - ACTAS	4,166.67
Pathways - Rowing ACT	500.00
Pathways - Rowing Australia	(25,191.33)
Seat Fees	19,606.92
<b>Total Trading Income</b>	<b>2,832.26</b>

---

### Gross Profit

2,832.26

---

### Operating Expenses

Accommodation - Domestic	130.00
Accounting	77.27
Boat Fuel	191.45
Boat Repairs & Maintenance	428.96
BRO and Officials Amenity	504.26
Computer	111.56
Credit Card Charges	17.57
Equipment	284.17
Function Expenses	1,352.73
Hire of Equipment	2,020.91
Meals & Catering	21.84
Other Event expenses	300.00
Other staff expenses	472.32
Per Diems and Meals	43.20
Repairs & Maintenance	512.22
Seat fees/Athlete contributions	156.00
Subscriptions	312.50
Subsidy ACTPP	500.00
Superannuation	1,336.60
Telecommunications	127.24
Trophies, Medals and Prizes	1,522.50
Vehicle Fuel	368.09
Vehicle repairs & maintenance	711.83
Wages & Salaries	12,150.82
<b>Total Operating Expenses</b>	<b>23,654.04</b>

---

### Net Profit

(20,821.78)

# Cash Summary

Rowing ACT Incorporated

For the month ended 30 November 2023

	NOV 2023	MONTHLY AVERAGE (YTD)	VARIANCE	
<b>Income</b>				
ACT Government Grants	3,750.00	3,750.00	-	—
Affiliation fees	2,000.00	2,691.60	-25.69%	↓
ASF – To the Top Fund	-	95.00	-100.00%	↓
Interest	-	1,310.57	-100.00%	↓
Pathways - ACTAS	4,166.67	4,166.67	-	—
Pathways - Rowing ACT	500.00	500.00	-	—
Pathways - Rowing Australia	12,595.67	12,595.67	-	—
Registration fees	3,022.73	4,778.40	-36.74%	↓
Seat Fees	9,145.10	4,025.22	127.20%	↑
<b>Total Income</b>	<b>35,180.17</b>	<b>33,913.13</b>	<b>3.74%</b>	
<b>Less Expenses</b>				
Accommodation - Domestic	(539.99)	99.36	-643.48%	↓
Accounting	77.27	271.30	-71.52%	↓
Advertising	-	4.54	-100.00%	↓
Affiliation Fees Rowing Australia	-	1,436.80	-100.00%	↓
Airfares - Domestic	-	81.97	-100.00%	↓
Apparel & Clothing	-	8.00	-100.00%	↓
Boat and trailer rego	-	67.58	-100.00%	↓
Boat Fuel	191.45	107.95	77.35%	↑
Boat Repairs & Maintenance	428.96	618.31	-30.62%	↓
BRO and Officials Amenity	504.26	110.05	358.22%	↑
Computer	111.56	67.12	66.21%	↑
Contractors	-	220.00	-100.00%	↓
Credit Card Charges	17.57	22.86	-23.15%	↓
Equipment	284.17	56.83	400.00%	↑
Function Expenses	1,352.73	1,158.34	16.78%	↑
Grants Received in Advance	3,750.00	3,775.20	-0.67%	↓
Hire of Equipment	2,020.91	404.18	400.00%	↑
Income in Advance	(21,024.66)	(3,352.46)	-527.14%	↓



	NOV 2023	MONTHLY AVERAGE (YTD)	VARIANCE	
Insurance	-	3,921.72	-100.00%	↓
Legal Fees	-	125.00	-100.00%	↓
Meals & Catering	21.84	166.30	-86.87%	↓
Other Event expenses	300.00	64.79	363.02%	↑
Other staff expenses	472.32	118.18	299.67%	↑
Other travel expenses	-	(34.25)	100.00%	↑
Parking, Tolls etc	-	5.63	-100.00%	↓
PAYG payable	(502.00)	1,159.20	-143.31%	↓
Per Diems and Meals	43.20	50.96	-15.22%	↓
Printing & Photocopying	-	18.82	-100.00%	↓
Regatta Expenses	-	24.77	-100.00%	↓
Repairs & Maintenance	512.22	102.44	400.00%	↑
Seat fees/Athlete contributions	103.28	(108.63)	195.08%	↑
SSSM Sports Nutrition supplies	-	281.51	-100.00%	↓
Subscriptions	312.50	212.50	47.06%	↑
Subsidy ACTPP	500.00	500.00	-	—
Superannuation	1,336.60	1,421.80	-5.99%	↓
Superannuation Liability	(12.08)	285.43	-104.23%	↓
Suspense	-	(2,400.00)	100.00%	↑
Telecommunications	127.24	130.70	-2.65%	↓
Trophies, Medals and Prizes	1,522.50	524.61	190.22%	↑
Vehicle Fuel	368.09	259.24	41.99%	↑
Vehicle Rego	-	335.78	-100.00%	↓
Vehicle repairs & maintenance	711.83	142.37	400.00%	↑
Wages & Salaries	12,150.82	14,066.45	-13.62%	↓
<b>Total Expenses</b>	<b>5,142.59</b>	<b>26,533.26</b>	<b>-80.62%</b>	
<b>Surplus (Deficit)</b>	<b>30,037.58</b>	<b>7,379.87</b>	<b>307.02%</b>	
<b>Plus Other Cash Movements</b>				
Fixed Assets	-	(14,432.42)	100.00%	↑
<b>Total Other Cash Movements</b>	<b>-</b>	<b>(14,432.42)</b>	<b>100.00%</b>	
<b>Plus GST Movements</b>				
GST Collected	5,477.87	5,797.58	-5.51%	↓

Cash Summary

	NOV 2023	MONTHLY AVERAGE (YTD)	VARIANCE
GST Paid	(1,505.79)	(5,485.27)	72.55% ↑
<b>Net GST Movements</b>	<b>3,972.08</b>	<b>312.31</b>	<b>1,171.85%</b>
<b>Net Cash Movement</b>	<b>34,009.66</b>	<b>(6,740.24)</b>	<b>604.58%</b>
<b>Summary</b>			
Opening Balance	551,066.64	123,755.50	345.29%
Plus Net Cash Movement	34,009.66	(6,740.24)	604.58% ↑
Cash Balance	585,076.30	117,015.26	400.00%

## **Item 7: Executive Officer Report: (Sarah Davoren)**

### *Competition Update:*

Since the last board meeting, there has been a number of events held, with the start of the regatta season. The two head races on the 21<sup>st</sup> and 22<sup>nd</sup> were both cancelled, with Capital Head Race lacking in entries from enough clubs (majority of entries came from CGS, who determined that this wasn't a viable competition for them if they were racing against themselves), and Col Panton was cancelled due to poor weather conditions, with the wind increasing drastically over the course of the morning. The Col Panton was rescheduled for the 19/11/2023.

The first regatta of the season (BMRC/Daramalan Regatta) was a success. The EO did the draw for the regatta, with good feedback. There was no major issues apart from the MV Southern Cross coming up the course around 1:30pm during the last half an hour of racing. The EO has been in contact with the MV Southern Cross to prevent this from happening again.

Participation numbers for the first regatta was 357 entries, with 991 seats and 558 athletes. In comparison the first regatta of last season saw 447 entries, 1121 seats and 635 athletes. The main difference to last year was that Redlands attended the regatta last year, although discussions with their head of rowing indicate that Redlands would be looking to come down to another regatta this year. The Radford Regatta saw 324 entries, 768 seats and 422 athletes noting that CGS was competing at the IPSA Regatta in Sydney. The Col Panton had 20 entries, with 85 seats and 95 athletes for the rescheduled event and numbers are looking good for the CGS regatta on the 2<sup>nd</sup> of December.

### *CEO Meeting:*

The CEO group has meet once since the last board meeting, with the focus of that meeting around the Systems Project update. The CEO group has determined that Rowing Manager 2.0 will be the entries and competition management platform whilst Revolutionise will be considered as a nation wide Membership platform

The CEO group will meet on Thursday 16/11 prior to the Rower of the Year Awards, with the NSOAF working group, Sport Optimisation, National Insurance Program, GDTI Guidelines, National EAP's, RiAWG Update and National Approach to school rowing on the agenda.

### *For noting:*

- The first Volunteer of the regatta was awarded to our new regatta commentator Emily Brissenden, who jumped in somewhat last minute, and with only having been rowing for 6 months.
- For the second regatta of the season, the Volunteer of the Regatta was awarded to Melissa Berg who is one of our new BRO's and who the senior officials reported to be keen, enthusiastic and very receptive to learning as well as fantastic in supporting young athletes as an official.
- In RA, Emily McOrist has resigned as Chief Commercial Officer, with Emily Ekert (Partners and Marketing Manager) taking over as Commerical Manager. I believe RA is looking to hire a General Manager in the near future to support Sarah Cook in the leadership team.
- Nikki Ayers was nominated as a finalist for CBR Sport Awards in the Para and Female athlete of the year categories. Our other nominations didn't make the top three
- The EO joined in the ACT Government and ACT Sporting Organisations in a roundtable on the announced AIS review and the ACT Government's submission. RACT is also looking to make a submission.

## Item 8: Safety Sub-Committee Report:

A meeting was held with Safety officer's from member clubs. Minutes from the meeting are below:

Catherine Garrington (Chair), Sarah Davoren (RACT), Henry Bridgewater (BMRC), Sarah Connor (ANU), Chris Miller (Marist), Brendon Nicholson (CLRC), Ed Stollery (ADFA/RMC), Beth Byran (CGS), Damien Hietbrink (ADFR), Pat Davoren (CRC), Gordon Marcks (Radford), Vince Townsend (LTRC)

Apologies: Caroline Pijpers (CGGS)

1. Introductions and discussion of meeting purpose
2. Key issues raised by the clubs:
  - a. In major traffic flow areas, the right of way can be forgotten. Key areas of concern were identified as the junction of Yarralumla and ANU Bays opposite the Yellow sign, the National Museum point, with some rowers cutting the line close.
  - b. Current documentation around safety is not particularly clear, especially NCA map, and the safety maps.
  - c. Tinny driving – issues identified included making sure that drivers are not getting entangled in the buoy lines, as well as the increasing prevalence of tinny wash, overloaded tinnies and driving causing safety issues.
3. Discussion on possible solutions:

Communication and education were a common theme, especially to make the communication from a club perspective uniform across the lake, and to be clear as possible. Suggestions were:

- Video messaging to clarify the lake traffic flow, emphasis wash and tinny driving protocols
- Possible educational courses
- Safety Quizzes targeted to specific groups: note EO and CG working on updating these quizzes on the website: <https://www.rowingact.org.au/safety-quizzes/>
- Discussion with the NCA on updating the traffic flow map
- Update of Regatta Traffic Flow Map: note EO, CG and Geoff Northam have updated and are looking to continue to modify the traffic flow maps
- Maps highlighting issues and if there is a common reporting theme

A proposal was put forward firstly to the Rowing ACT board and then to the Safety Officer's Meeting for community discussion. The proposal was:

A no-wash zone trial on the regatta course between the hours of 6am and 9am for a month of January. During this trial period tinnies would not be allowed to create wash on the course.

The proposal was put to all clubs and schools in the room for their opinions on whether this should be implemented for the trial period. The feedback from the room was that:

- Whilst the principle is strong, the ability to enforce the zone is difficult and it only takes one tinny driver to decide not to follow the rules to disrupt the zone
- On the course, if a crew is doing a training piece from the start line to the finish line, then it is understandable that crews travelling to the start may get washed out by tinnies following their boats.

- Whilst school coaches don't need to be and shouldn't be following three-a-breast, the standards of duty of care for school aged rowers in this era is much higher. A coach needs to be in sight of their athletes, and that can't happen from 1000m away
- On the course crews are followed by their coaches to allow for data feedback. Not being able to follow crews limits the ability of the coach to do that

All clubs and schools present in the room had the opportunity to provide feedback, regardless of size and make-up. There was a majority consensus that whilst the proposal was built on a strong idea and that we should be aiming to reduce tinny wash, a no-wash zone was not feasible and as such a trial wouldn't be useful to hold.

Clubs were of the opinion that further educational resources would be more beneficial than a no-wash zone. The SSC undertook to look into the development of these for provision to the clubs and schools as a basis for enhanced safety education.

#### 4. Regatta Safety:

All clubs and schools were reminded about the needs to take care during regattas and following the regatta safety rules. Feedback from the club comprised of:

- Tinnies who follow their crews to Weston Park need to be at absolute idle and should they choose to watch from their tinny, must be well away from the transit lanes. The tinnies are at the discretion of the president of the jury.
- The current reverse traffic flow map provides confusing information, particularly in regards to the location of the cross-over buoy at the finish line. RACT will update the map prior to the Saturday regatta and communicate with clubs and schools where the appropriate location is to cross through email, website and social media.
- Reminders from Umpires not to do racing starts in the transit or marshalling areas.

#### 5. Other business:

Gordon Marcks reminded clubs and schools about the prevalence of swimmers in the lake with the weather heating up. Swimmers are allowed to be in the lake, outside of central basin and as such as can only politely communicate with them that they should have high visibility buoys attached to help crews identify them.

Vince Townsend asked clubs and schools to consider during the winter periods the risks associated with cold water and hypothermia and to revisit the ACT guidelines prior to the 2024 winter season.

Pat Davoren asked to reconsider the Winter Time Trial start position to remove the dangers of the crossing point at the start line.

Catherine Garrington and Sarah Davoren reminded clubs and schools to inform Rowing ACT if they have any visiting clubs from out of town to help ensure that all lake users are aware of the guidelines and prevent issues occurring from lack of knowledge or communication.

## Item 9: Governance sub-committee

### STRATEGIC PLAN 2022-27 : 2024 PRIORITIES

**Recommendations:** It is requested the Board :

1. **Endorse** the RACT Strategic Plan 2022-2027 - 2023 Achievement Report (Attachment A)
2. **Discuss** priorities and achievements for inclusion in the 2024 Action Plan
3. **Endorse** the Governance sub-committee (GSC) to continue to lead the development and monitoring of the RACT 2022-27 Strategic Plan
4. **Discuss** RACT sub-committee membership to ensure adequate Board representation to enable implementation of the RACT Strategic Plan (Governance, Safety, Regatta, Commercial (tbd) and Performance (tbd)).

### **Key Points:**

The DRAFT 2023 Achievement Report was discussed at the 16 Oct 23 Board meeting to finalise input and assessment. The final 2023 Report (Attachment A) was tabled, discussed and accepted at the RACT AGM on 23 Oct 23. The report represents 28 activities: 20 completed and 8 underway.

Key issues raised by members at the RACT AGM were:

- Learn to Row Programs – RACT coordination and role
- Safety education/ Safety officers forum
- Communications Strategy/Plan

### **Discussion:**

It was agreed at the AGM the Board would consider, review and set priorities for 2024. The Board should discuss which priorities need to be carried over as standing activities and what are the new 2024 goals. Proposed activities are listed in the table below for Board consideration and should include stretch goals.

Participation and Growth	High Performance	People and Culture	Commercial	Governance
<b>STANDING ACTIVITIES – to be confirmed</b>				
Deliver 2023-24 ACT Rowing Regatta Program	Deliver ACT High Performance Plan / Program	Conduct bi-annual President/Captain forums	Monitor ACTG Sport & Rec funding opportunities	Monitor and review RACT policies – ensure alignment with RA
Coordinate & promote Indoor Rowing and Indoor para rowing	Deliver 2023 Performance Pathway program	Conduct volunteer drive – separate from BRO's		Deliver a Communications Strategy/Plan
Promote ACT participation in Australian Coastal Rowing	Develop & grow I/S rep at ARC & AMRC			
	Deliver TID program			
<b>(U) UNDERWAY and (N) NEW PRIORITIES - to be discussed</b>				
(U) Attract & increase interstate competitors	(N) Establish a Performance sub-committee with TOR	(U) Coaching courses – mentoring program	(U) Rowing Manager with other S/T	(U) Deliver Safety Officer Forums and safety education
	(U) Review and promulgate ACT selection priorities	(U) Deliver RACT staffing structure - recruitment	(U) Develop Strategic Asset Management Plan	

			(N) Develop Industry partnerships	
			(N) Establish commercial working group	

**Next Steps:**

Subject to Board consideration of the 2024 priorities, it is proposed the Governance sub-committee continue to lead the development, review and reporting on the Strategic Plan implementation.

This proposal should include a broader discussion on representation and resourcing of Board members against the sub-committees. This is to ensure there is adequate direction and leadership apportioned to the implementation of the Strategic Pillars.

**Background:**

The RACT Strategic Plan 2022-2027 (Strategic Plan) was endorsed at the October 2022 Rowing ACT Annual General Meeting. The Strategic Plan builds off the reframed scope of the Rowing in Australia Strategic Plan and adopted the strategic vision, values, drivers for success, and strategic pillars for alignment, consistency, reporting governance and unity of purpose – stronger together.

The Strategic Plan’s five strategic pillars are:

- Participation and Growth – *Rowing for All*
- High performance – *High Performance*
- People and Culture – *Positive People Culture*
- Commercial – *Financial Sustainability*
- Governance – *Alignment, Safeguarding, Sustainability, Responsibility*

To operationalise the delivery of the Strategic Plan, the Rowing ACT Board developed and used a 2023 Priorities and Activities Plan. An annual ‘priorities and activities’ plan will be an annual feature of the Strategic Plan to guide implementation and engagement with the community.

Virginia Hayward

Chair, Governance sub-committee

11 Nov 2023

### Item 11A – Positions Vacant

Following each Annual General Meeting, the new RACT board needs to consider the various roles which are declared vacant and need to be reappointed. Currently they are:

<b>Role</b>	<b>Previously Held by</b>	<b>Recommended Candidate</b>
Director of Finance	Alison Chinn	Board decision circulated out of session with Hugo Ellwood to be appointed
Secretary	Vinhara Goonesekera	Circulated out of session. No interest
Public Officer	Patrick Davoren	Patrick Davoren
Member Protection Information Officer	Keturah Whitford	Keturah Whitford
Chief BRO	Geoff Northam	Geoff Northam, with Catherine Garrington to take over post 23/24 season
Regatta Secretary	Stuart John	Sarah Davoren

Also to be considered at a later date are the state team selectors and ombudsmen for Senior, Masters and Youth and Pathways.

<b>Position</b>	<b>2022/23 Holder</b>	<b>2023/24 Options</b>
State, Youth and Pathway Team Selectors	Bruce Hick Donna Martin	Bruce Hick Donna Martin
State, Youth and Pathway Team Ombudsmen		
Masters Team Selectors	Craig Jones Luke Letcher	Renae Domaschenz Neil Smith Board Member
Masters Team Ombudsman		



## Item 11B – Term Re-Calibration

### Recalibration of Director Terms following the special resolution

Following the special resolution approved at the AGM to change the term length of the RACT Board Directors to three years, the terms of current board directors need to be recalibrated to reflect this. Below is a table with all board director listed, their original term expiry date and a suggested new expiry date to ensure that an election is held each year at the AGM.

<b>Name</b>	<b>Original Term</b>	<b>Suggested End Year</b>	<b>New Maximum Term Length</b>
Kent Peters (President – elected)	2023 – 2026	2026	2019 – 2028
Tobias Wehr-Candler (Appointed)	2023 – 2025	2026	2021 – 2030
Virginia Hayward (Elected/Casual Vacancy)	2022 – 2024	2024	2022 – 2031
Sebastian Lang (elected)	2022 – 2024	2024	2022 – 2031
Peter Wright (Casual Vacancy/Elected)	2023 – 2024	2025	2023 – 2032
Catherine Garrington (Appointed)	2022 – 2024	2024	2019 – 2028
Jaime Fernandez (Elected)	2023 – 2026	2026	2023 – 3032
Alice Arch	2023 - 2026	2026	2023 – 2032
<i>Hugo Ellwood (appointed)</i>	<i>2023 - 2025</i>	<i>2025</i>	<i>2023 - 2032</i>

This ensures that there is at least one elected role each year and one appointed role each year.

Note that as Hugo is replacing Alison Chinn midway through her appointed term, it may need to be considered a) what Hugo’s full term will be and b) whether the board wishes to appoint a director each year as this may dictate Hugo’s first term.

## Item 12A – Board Meetings for 2024

Board Meetings 2023:

Held on the third Monday of every month:

January	23 <sup>rd</sup> January
February	20 <sup>th</sup> February
March	Scheduled for 20 <sup>th</sup> March but not held due to Nationals
April	17 <sup>th</sup> April
May	22 <sup>nd</sup> May
June	19 <sup>th</sup> June
July	17 <sup>th</sup> July
August	21 <sup>st</sup> August
September	Scheduled for 18 <sup>th</sup> September, but not held due to illness
October	16 <sup>th</sup> October
November	20 <sup>th</sup> November
December	Not Held

2024 Proposed Dates: Note, where possible the meeting is listed for the 3<sup>rd</sup> Monday of each month, however where clashes have presented, alternate dates have been listed

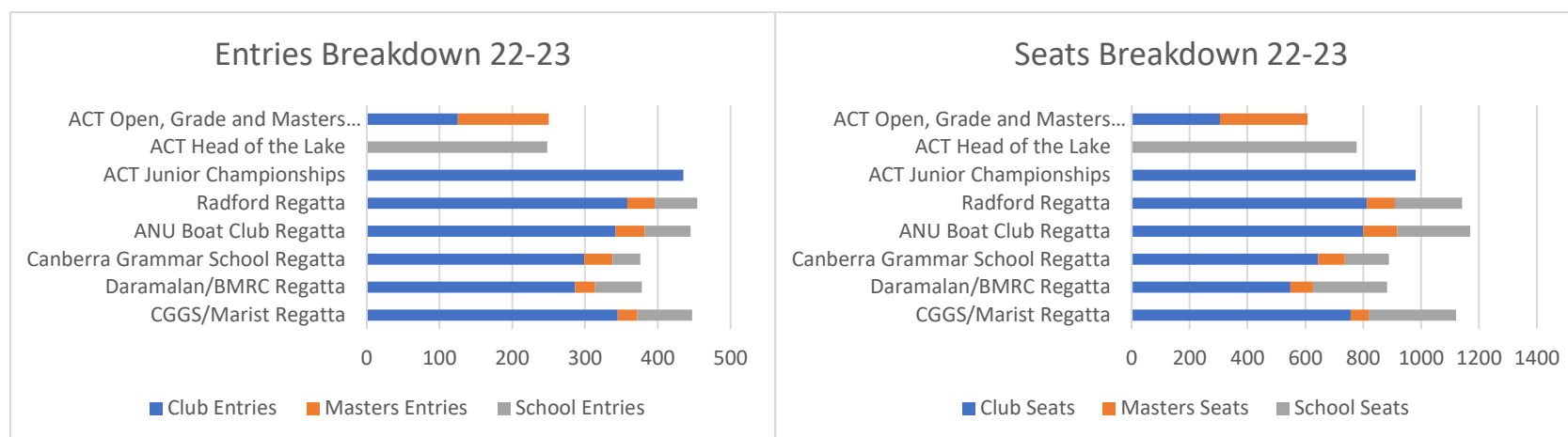
January	22 <sup>th</sup> January	(Board Strategy Session)
February	26 <sup>th</sup> February	Moved due to HoTL and Jnr Champs being the weekend of the 17/18 <sup>th</sup> Feb
March	25 <sup>th</sup> March	Moved due to Nationals being the 18 <sup>th</sup> – 24 <sup>th</sup> March
April	22 <sup>nd</sup> April	Moved due to School Holidays
May	20 <sup>th</sup> May	
June	17 <sup>th</sup> June	
July	22 <sup>nd</sup> July	Moved due to School Holidays
August	19 <sup>th</sup> August	
September	23 <sup>rd</sup> September	
October	21 <sup>st</sup> October	
November	18 <sup>th</sup> November	
December	No meeting	Generally no meeting in December due to proximity to Christmas Break.

### Item 13A: Participation Data Trends:

The CEO group has recently been discussing the participation and membership rates across the states and whether they individual states are trending up or down, and what the national trend is. Below are graphs of the different data sets, sources from Rowing Manager regarding the ACT trends, first for membership numbers over the past 5 years, and secondly the entry rate for standard regattas over the past five seasons, as well as a breakdown of the entry types from last season.

From a staff perspective, looking at this data it would be great if the board can start to consider what the organisation can do to increase these numbers and as part of the strategic priorities to continue to grow the regatta and membership bases.

#### Entries Breakdown:



Points to consider: In the entries breakdown, the average amount of entries per event time vary greatly between the three categories (club/school/masters). For the amount of events offered in each category, the school events tend to be the most highly entered, with on average:

#### Standard Regatta:

Club Events – 38

Masters Events – 6

Average entries – 326 club entries (taking the data from the 5 standard regattas for the season)

Average Entries – 34.4 entries

School Events – 6

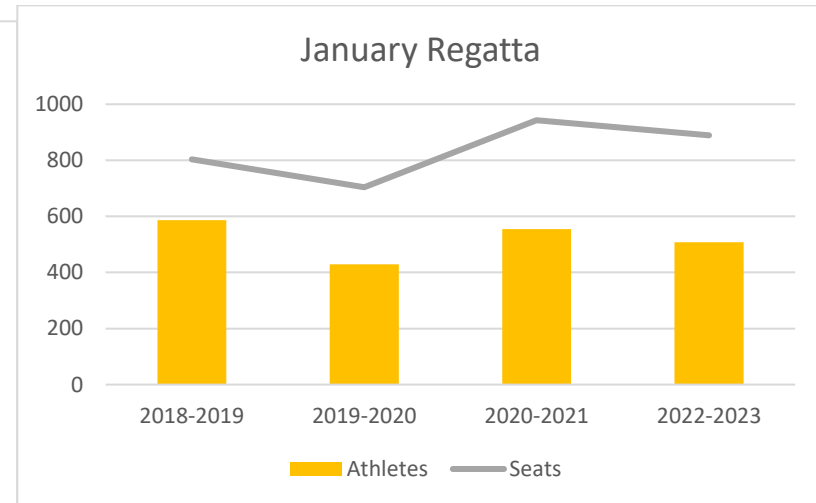
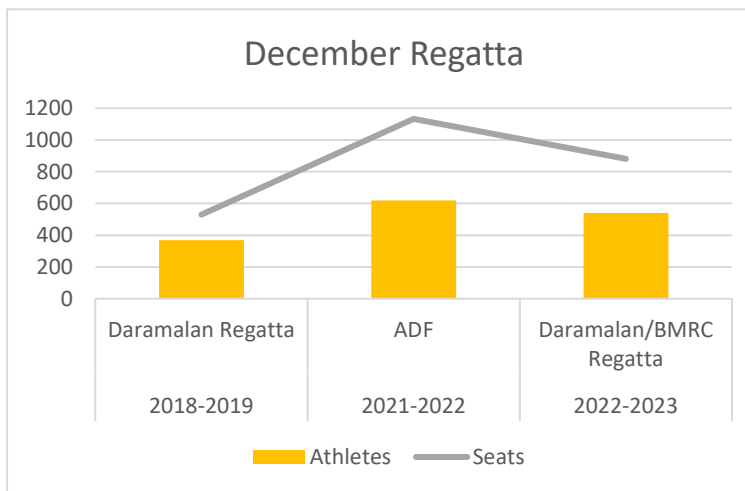
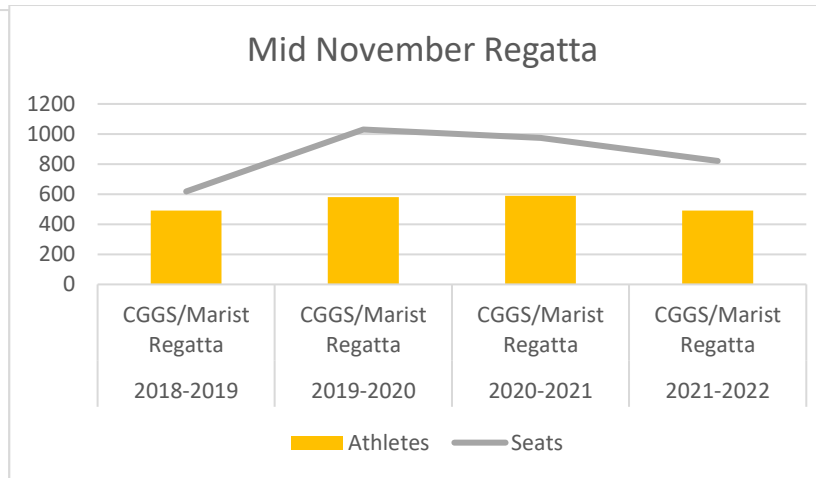
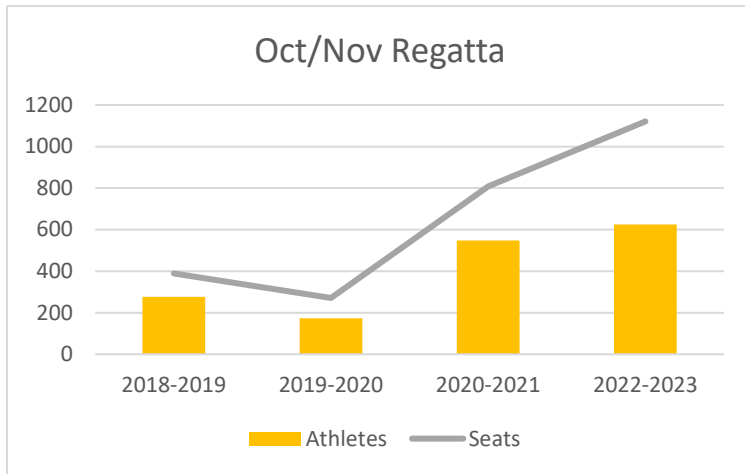
Average amount of entries per event: 8.5 entries per event

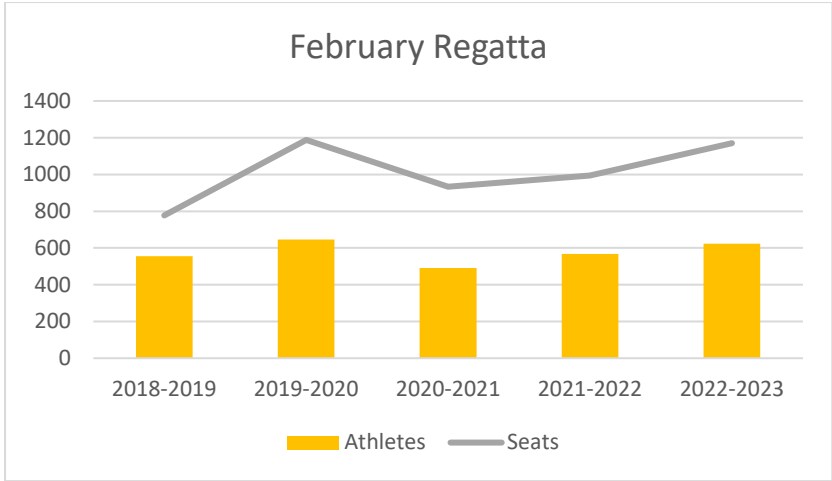
Average amount of entries per event – 5.7 entries per event

Average entries – 59.6

Average amount of entries per event – 9.9

Regatta Breakdown (Seats and athletes)





**Membership Breakdown:**

