

# NOVEMBER BOARD MEETING AGENDA

CGS Rowing Centre  
3<sup>rd</sup> December 2024

## Attendees

Board: Kent Peters (President), Tobias Wehr Candler (Vice-President), Virginia Hayward, Jaime Fernandez, Kathryn Ross (Teams), Hugo Ellwood (Director of Finance), Catherine Garrington, Alice Arch

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

Invited: Sean Willis (ACT Sport and Recreation)

Apologies: Peter Wright

Meeting Opened at 6:10pm

### 1. Register of Interests and acknowledgement of country

No new interests registered.

### 2. ACT Sport and Recreation Discussion (Sean Willis)

Sean Willis from ACT Sport and Recreation requested to speak to the Rowing ACT Board to discuss the outcomes of the categorisation process undertaken in June 2023, as well as the Industry Partnership Program. These presentations are to assist in the development of the organisation's categorisation process in future applications and have been offered to all sports who undertook the categorisation program. The categorisation process identified a number of key areas in ACT Sporting Organisations where improvements against the National Standard need to occur.

Sean noted that the Categorisation Applications focused on three key areas:

1. Financial
2. Community and participation
3. Sports Governance Standards

Rowing ACT sat between Category 1 and Category 2 in a number of areas, but there is a number of key areas where improvement can be made. These areas include:

- Variability of Financial Streams – Rowing ACT's income is predominantly from participation and competition rather than a varied stream
- Increasing the reach of school based programs within the ACT. Whilst there are school clubs, there is not many programs that cater specifically to non-rowing schools and bring schools into a rowing environment
- Development of a Participation Plan – it was noted that a National Participation plan with an ACT Operational Focus would be considered.
- Development of a Risk Register
- Development of a Reconciliation Action Plan (Noted that this would be mandatory for the next categorisation cycle) – External funding may be available for this.
- Board Code of Conduct and Identification of board members against a skills matrix

- CEO Evaluation
- Child Safe Standards Regulations

Across the application, Rowing ACT had 18 Sports Governance Standards that were ranked higher than the national average, something the Rowing ACT board was commended for.

It was additionally noted that Gender Equity on Sporting Boards, along with internally elected Chairs/Presidents would be considered standards for the next categorisation cycle, along with the use of the Australian Sports Commission Resource “GamePlan” .

Finally, it was noted that Rowing ACT’s Industry Partnership Program project for the Digitalisation of Regatta systems was one of the stronger applications seen as part of the funding applications, and the early successes Rowing has seen is a very strong story. As a result of this, the EO has been asked to present on Rowing ACT’s IPP Project at the next ACT Sporting CEOs Forum.

ACTIONS: Sarah Davoren to develop action plan for addressing key areas of the Categorisation outcomes for the board’s consideration

Sean Willis left at 7:07pm.

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

- a. Minutes from the October Meeting

Moved Tobias Wehr-Candler, all in favour

- b. Outstanding Actions

Addressed throughout the course of the meeting

### **4. Director of Finance Report (Hugo Ellwood)**

Report taken as read. A small surplus for the previous month was highlighted, along with a loss of approximately \$9000 in the YTD. The loss is less than estimated in the budget due to delay of bills being invoiced, as well as the Insurance payout for the stolen BRO Boat engine. Hugo Ellwood also noted that there was two outstanding debtors remaining.

ACTION: Sarah Davoren and Dave Fraumano to following up with the Debtors

Hugo Ellwood noted that the board would need to start considering long term spending plans of the term deposits.

ACTION: Sarah Davoren and Hugo Ellwood to start planning major infrastructure purchases with the term Deposits.

Moved Tobias Wehr-Candler, all in favour.

### **5. Head Coach Report**

Dave Fraumano presented his report as was presented to the Performance Pathways Management Group (PPMG) earlier in the month. Board noted that the report hadn’t been circulated prior to the meeting and take the report as noted, with the board to come back with any specific questions for Dave.

Dave also noted that the Athlete Categorisation process and NTC Selection Camps and resulting Intakes had occurred in the previous reporting period. Questions were raised to Rowing Australia on the NTC Intake decisions, with athletes above a certain age seemingly not considered for intake. Rowing Australia has confirmed athletes not invited in the current intake would be invited to camps throughout the upcoming season.

Regarding the upcoming changes to the ACTAS facilitation of Training Agreement athletes, Dave is in discussions with the Red Shed regarding a potential MOU for provision of services to these athletes.

Dave reported that following a severe accident in March, Cormac Hayes was able to return to rowing the previous week, with positive discussions occurring with Rowing Australia about classifying Cormac as a para athlete moving forward.

Alice Arch congratulated Dave on the positive performances from the male athletes in the ACT program, and whilst the NTC intake was disappointing, it is positive to see male athletes on the cusp of intake, and hopes that we will start to see the increased of female athletes within the ACT reach these achievements as well.

Catherine Garrington queried the process of transitioning athletes from able-bodied to para categorisation and whether fair opportunities are given to all developing Para athletes. Dave noted that there was not any other Para athletes identified within the ACT currently, and that the process is in conjunction with Rowing Australia Para coaches.

The board thanked Dave for his work over the past 12 months.

## **6. Executive Officer Report (Sarah Davoren)**

Report taken as read.

Sarah Davoren noted the key discussion points from the CEO meetings in the past reporting period:

1. The provisional agreement between all states and Rowing Australia to move to RevolutioniseSport as the preferred membership database system, noting that this was the best presented solution for the end user. Rowing Manager will continue to be redeveloped as the competition platform
2. The NSOAF working group has continued to meet to find a solution to the terms of reference and issues presented at the June Strategic Forum. The EO reported that despite some positive discussions, the working group has been unable to reach a solution as originally tasked. Alice Arch noted that this was a topic of discussion at the November Strategic Forum, and that Rowing ACT has continually supported Rowing Australia in their proposals but other states have other challenges which was unable to be overcome.

EO has worked to develop sponsorship opportunities with two different organisations.

## **7. Safety Sub-Committee Report**

Taken as read.

Catherine Garrington updated the board on a community consultation survey which has gone out and is currently receiving submissions. Permanently mooring start platforms has been approved by the NCA, pending community consultation

Jaime Fernandez queried the original response to Phil Winkworth following a individual discussion with Phil. Catherine Garrington outlined his response from the board, and that further consideration of his proposal would not be addressed by the board.

### 8. Councillor's Report

#### a. November Strategic Forum

Alice Arch noted the earlier discussion around the NSOAF as discussed during the EO report. Other items of note from the Strategic Forum was the development of the new Youth Cup format between the states, which poses great opportunities for local athletes, along with the grant funding provided by RowNation to states.

Sarah Davoren noted that the Red Shed had already accessed funding and will discuss with Tufi Sele from RowNation on whether there is any other additional opportunities for clubs to access funding.

### 9. Items for Decision

#### a. Appointed Roles

The following positions were considered by the board

Role	23/24 Holder	Outcome
Appointed Director (2024 – 2027)	Catherine Garrington	Re-appointed (Note the board did consider whether the Chief BRO role would be a conflict of interest and felt that this risk could be managed)
Vice-President	Tobias Wehr-Candler	Re-Appointed
Secretary	Sarah Davoren	To be considered out of session
Public Officer	Kent Peters	Re-Appointed
Chief BRO	Catherine Garrington	Re-Appointed
Regatta Secretary	Sarah Davoren	Re-Appointed
Member Protection Information Officer	Keturah Whitford	To be discussed with Keturah

	2024	
Interstate and Pathways Team Selectors	Bruce Hick Donna Martin	ACTION: Sarah Davoren to approach all individuals from 2024 to see if they are able to fulfil the role in 2025.
Interstate and Pathways Team Ombudsman		
Masters Team Selectors	Neil Smith Renaë Domaschencz	
Masters Team Ombudsman	Luke Letcher	

<b>Regatta Sub-Committee</b>	<b>Governance Sub-Committee -&gt; Audit and Risk Committee</b>	<b>Safety Sub-Committee</b>	<b>Commercial Working Group</b>	<b>Nominations Committee -&gt; Remuneration Committee</b>
Chair: Vacant To be considered out of session	Chair: Virginia Hayward	Chair: Catherine Garrington	Chair: TBC	
Executive Officer BRO Representative (Hugo Ellwood) Club Representatives	Kent Peters Keturah Whitford (Independent) Hugo Ellwood (new)	Executive Officer	Peter Wright Kent Peters Hugo Ellwood Tobias Wehr-Candler	Kent Peters Tobias-Wehr Candler

**ACTION:** Kent Peters to draft a thank you letter for all volunteers as an ongoing acknowledgment of the work of all volunteers including selectors and committee members.

**b. Interstate Selection Policy and Processes**

Board approved the policy and processes, noting dates will need to be updated for the Youth Cup following changes at the November Strategic Forum. Youth Cup selection process and policy release to be delayed until confirmation of the event, dates and requirements.

**ACTION:** Sarah Davoren to published Policies and Processes, along with nominations form

Kent Peters asked the board to consider whether the speed limits can be published. Tobias Wehr-Candler suggested that the speed order trial and discussion with the head coach throughout the process will meet this requirement.

**c. Head of the Lake Regatta Rules**

Board endorses the rules as presented

**10. Items for Discussion**

- a. High Performance Review Update (Tobias Wehr-Candler, Alice Arch, Jaime Fernandez)

Postponed to the January meeting due to time constraints.

- b. Risk Management Strategy Review (Sarah Davoren, Tobias Wehr-Candler and Catherine Garrington)

Issues around the processes of detailing risk management strategies and plans had become apparent during the previous reporting cycle. It is suggested that the board undergo a full risk review, to support the staff in the operational roles.

**ACTION:** the board to consider risk management resources, with Sarah Davoren to work with Rowing Australia and the ASC on further development of risk management strategies.

- c. RACT Communications Plan (Sarah Davoren)

Taken as noted. The plan is an operational document and the board is asked to provide feedback on the document to the EO.

### **11. Other Business**

- a. Application of new club:

A local individual has approached Rowing ACT to develop a new club. They was not able to gain local support for inclusion, and as such has approached other states for affiliation. So far other states have rejected their application.

- b. Catherine Garrington and Sarah Davoren undertook interviews for the Events and Participation Officer role, and have made a successful offer to one candidate
- c. Kent Peters extended his thanks to board for their work throughout the year
- d. Sarah Davoren extended thanks to Catherine Garrington and the umpires for their work on a wet weekend
- e. Congratulations expressed to Alice Arch and Simon Keenan on their wedding last month

### **12. In camera session**

Not required

Meeting concluded 8:35pm.