

JANUARY BOARD MEETING MINUTES

Rowing Australia Board Room
Tuesday January 21st 2025 – 6pm

Attendees

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

Staff: Sarah Davoren (Executive Officer), Riley Taylor (Events and Participation Officer)

Apologies: Jaime Fernandez, Kathryn Ross

Meeting open 6pm

The Rowing ACT board acknowledges the Ngunnawal people as the traditional owners of the land they meet on, and pay their respects to elders past, present and emerging.

1. Register of Interests

On the back of her reappointment to the board, Catherine Garrington registered her conflict of interest as Chief BRO. The board acknowledges this and as a action to address the conflict of interest, Catherine Garrington has offered to step back from any matters regarding officials where necessary.

2. Acceptance of Minutes

a. Minutes from the November Meeting

Minutes presented to the board and accepted as a true record. Minor amendments to the wording of the minutes requested. Moved Kent Peters, Seconded Tobias Wehr-Candler, all in favour.

b. Outstanding Actions

All items listed are discussed through the course of the meeting:

Task Name	Bucket Name	Progress	Priority
Risk Management Review	Board Action Items	In progress	Important
Categorisation Action Plan	Board Action Items	In progress	Important
Sponsorship Engagement	Working Group Action Items	In progress	Medium
Audit Review	Board Action Items	Not started	Medium
Course Traffic Flow Review	Working Group Action Items	In progress	Medium
Safety Educational Resources	Board Action Items	Not started	Medium
High Performance Program Review	Working Group Action Items	In progress	Medium
Interstate Team Selection Policy	Board Action Items	Completed	Medium

3. Director of Finance Report (Hugo Ellwood)

Following the December reporting period, the current balance sheet is sitting with an overall profit, with an annual profit estimated to be achieved. It was noted that \$18,000 of the Industry Partnership Program Grant had been spent against the money received.

Two outstanding receivables were noted, with the EO to follow up with both accounts.

Hugo Ellwood noted that the annual Not-For-Profit report was due in the coming month. Hugo Ellwood offered to add Rowing ACT to Kinsella's NFP listings to assist in this process, for a small fee. The board approved this action.

Sarah Davoren and Hugo Ellwood have been in discussions around a capital expenditure plan, and are aiming to present a plan to the board at the February meeting.

Kent Peters asked Tobias Wehr-Candler on the progress of the High Performance Grant funding renewal from Rowing Australia and the ACT Academy of Sport. Tobias Wehr-Candler noted that the current agreements have been extended to 31st March 2025, with the interim period to be utilised to formalise the new agreement for the Performance Pathways Program.

Action: Sarah Davoren and Andrea Parsons to work with Rowing Australia and the ACT Academy of Sport on the required invoices for the 3 month period

4. Executive Officer Report (Sarah Davoren)

Report taken as read.

Sarah Davoren provided updates from the Rowing Australia/State CEO's meeting earlier that day noting that the meeting had been predominantly around renewed focus on sport optimisation between the states and setting timelines for this process. Rowing Australia also noted that following the inability of the NSOAF working group to come to an agreement on Junior members, the Rowing Australia board had received the outcome and were considering the next steps. The EO advised the board to prepare for a likely fee increase to the National Senior Affiliation Fee.

Following Dave Fraumano's resignation in December, the Performance Pathways Report has now changed to form part of a greater operational report.

The Executive Officer noted that the Training Agreement athletes had commenced Strength and Conditioning sessions at the Red Shed. As part of the MOU developed with the Red Shed, Rowing ACT will provide an amount of \$4,000 towards partially covering the Strength and Conditioning Program, as well as a surplus tinny for their coaching requirements, and all Training Agreement athletes have been asked to join a "Red Shedders", in addition to providing 2x hours per week volunteering with Red Shed programs.

Catherine Garrington queried the financial strain on athletes, and it was noted that the Red Shedder membership was an additional price for the athletes to pay, however it also acknowledges the significant in-kind support provided by the Red Shed. If athletes are unable to afford the Red Shedder membership cost, they were encouraged to discuss this with the EO. Catherine Garrington requested that an update be provided at the next meeting on how many athletes had joined as Red Shedders.

Alice Arch noted that this was a change to the athletes and request a check in be arranged with the athletes post nationals to determine how the new structure was working from their perspective.

The EO provided a brief update on Interstate Team selection activities, with the selection trial occurring Wednesday 22nd January. It was noted that due to high registration numbers and the request of individual schools, a number of pathways applicants were completing the 1800m time trial requirement internally in their school programs, whilst all interstate athletes were expected to compete the trial unless an exemption has been granted. It was noted that there were numbers to fill a Men's Youth Eight, both lightweight crews and all single scull boats from the nominations. The EO also acknowledged the work of the new Events and Participation Officer, Riley Taylor on the Interstate Team Selection.

5. Safety Sub-Committee Report

Taken as read. Catherine Garrington provided updates from the Safety Survey circulated in November/December 2024, with responses to all questions to be discussed at the next Club Captains and Presidents meeting.

1. Permanent mooring of 1800m and 1000m platforms – majority supported 1800m and 1000m with additional safety inclusions
 - a. Timeline to be developed for mooring of platforms and associated costs proposal.

2. Petition NCA to make Lane 2 an additional transit lane – majority supported, two schools against. Requested additional large red buoys if Lane 3 is a buffer lane.
 - a. Community update to be developed, including through Club Captain's Forum.
 - b. Draft proposal to NCA to be developed.

3. Coach tinnies to remain off the course – majority not supportive noting beliefs this would not reduce tinny wash. All agreed further tinny education is required. a. No further action recommended.

4. Number of coach tinnies per club and ratio to crews – 7x clubs/schools responded, total of 38 tinnies, generally one tinny per crew/squad/training group and/or based on the skill of the crews training. 2x schools did not provide numbers. a. For information.

Catherine Garrington noted the positive reception seen to recent safety initiatives including the social media video on tinny wash.

The board noted that there had been increasing issues with visiting schools over the recent period, with a number of schools unaware of traffic flow patterns or had made little to no effort to interact with local clubs and were presenting varying safety risks to the community.

CGGS was highlighted by one member of the community for changing their coaching practises to minimise wash.

6. Items for Decision

7. Items for Discussion

a. Ways of Working (Alice Arch)

Postponed to the February meeting

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

Following the review of the High Performance Program over the past 10 months by Alice Arch, Tobias Wehr-Candler and Jaime Fernandez, the board considered the results of the review. It was noted that the review was of the program as a whole and was inclusive of the required changes that will become necessary with the renewed Funding Agreements, discussions with the athletes in the program as well as part athletes and the overall athlete experiences. Alice Arch lead the discussions with the athletes, and it was noted that the consensus from the current group of athletes was that there had been improvement in the athlete experience over the past few years.

The board considered the findings of the review and noted that goals from the review would include building greater cohesion in the program, especially around the gender diversity of the athletes in the program. It was also noted with the change to funding agreements, the Rowing Australia Key Performance Indicators would be more specific to the program, and the board should consider the KPI's they wish to see from the Performance Pathways Program and also from the Pathway into the program.

Tobias Wehr-Candler noted that some of the items highlighted from the review may be developed in process with the new lead coach and asked the board if there was any concerns sharing the review with Tom Westgarth. The board was in agreement that Tom should receive the review in discussion with Alice Arch and Tobias Wehr-Candler to help determine suitable KPI's for Tom to work towards.

Tobias Wehr-Candler also noted that Tom's position description has changed from Dave's position description to reflect the changes to the agreement, with Tom reporting to Sarah Davoren as Executive Officer for Rowing ACT specific KPI's.

The board also requested that Tom present his vision for the program over the next four years to the board post nationals.

ACTION: Tobi and Alice to arrange with Sarah to set up a meeting with Tom to set up review discussion and KPI discussion.

ACTION: Sarah to arrange with Tom to present his vision for the next four years for the performance Pathways Program at the April Board meeting.

- c. Categorisation Action Plan (Sarah Davoren, Virginia Hayward, Tobias Wehr-Candler)
 - i. Make Up of committees

Following the meeting with Sean Willis from ACT Sport and Recreation, Sarah Davoren has reviewed the Categorisation application presented in 2023, and begun development of an action plan for each of the questions. The Action Plan looks at the requirements to meet different governance standards and what the organisation needs to do to meet these standards.

The board considered the Action Plan, and determined that this would be an ongoing item across the next 12 months with a working group to present to the board on the actions that could be undertaken to address governance enhancement opportunities.

The Governance enhancement working group which will focus on the Categorisation Action Plan (CAP) will be made up of Virginia Hayward, Alice Arch and Tobias Wehr-Candler.

Action: Tobias and Alice to review CAP and start to develop plans for the board to review.
Standing action item.

Action: Sarah to ask Mitch for the FARC terms of reference

- d. Risk Management Review (Sarah Davoren, Virginia Hayward)

Review of the policy taken as noted, with the review to continue. The policy has been reviewed since 2023, and the biggest gaps noted are the lack of risk appetite statement and risk register.

Sarah Davoren noted that the policy gave a broad overview of the organisation's risk management but was unsure of the operational elements of the policy. Tobias Wehr-Candler noted that training should be sort for the staff to help manage the operational risk management, with the board to continue to develop the policy and risk register.

Action items: Catherine Garrington and Alice Arch to work with Sarah Davoren on suitable training opportunities for risk management.

Virginia Hayward and the Governance Committee to continue to review the risk management policy, and to develop the risk register.

8. Items for Noting

- a. Asset Lists

Catherine Garrington noted that former umpire boat "Daisy" has been disposed of and is no longer a Rowing ACT asset.

Catherine Garrington and Sarah Davoren are continuing to work on an asset management plan, in particular a plan regarding the ongoing location of the umpire boats.

9. Other Business

- a. Social media troll

A member of the public has been consistently leaving messages on Rowing ACT's social media accounts alleging the RACT is discriminatory. This is the same individual as a couple of years ago, of whom the board took action against.

Kent Peters has contacted this individual directly, asking him to discuss the matter and to stop leaving comments on our social media accounts. No response yet has been received.

b. Lake Wash discussion

Following board discussions around wash protocols in 2024, Kent Peters has been contacted by members of the ACT rowing community reaffirming the case for wash free zones on the regatta course.

The board reaffirmed that it does not have the jurisdiction to take direct action against individuals or clubs, and that the safety sub-committee will continue to develop education pieces and work with clubs on best coaching practises. The board also considered what alternate strategies can be employed to help support clubs and schools with best practises.

10. In camera session – required

Meeting closed 8:05pm