



## BOARD MEETING MINUTES

Rowing Australia Board Room  
Monday November 11 2019 at 5.45pm

### 1. Attendees:

Board: Alison Creagh (Chair), Alison Chinn, Catherine Garrington, Nick Hunter, Ben James (remote), Ben Page, Kent Peters, Caroline Pijpers

Regatta Sub-Committee (Chair): Catherine Bowyer (remote)

Coach representative: Katrina Wiseman

### 2. Apologies: Deb Styman

### 3. Register of interests

### 4. Acceptance of Minutes of the October 2019 meetings – minutes accepted

### 5. Outstanding action items

### 6. Workplace health & safety report

a. Incident Reports

b. Trends

c. 4 Nov Safety Meeting – Board given a recap of the November 4 Safety Meeting.

**ACTION:** Communications to be drafted regarding a control commission at Weston Park for spot checks of boats. Education piece also required in Safety Bulletin for kill switch on tinnies.

d. Compulsory wearing of lifejackets in tinnies

**ACTION:** EO to circulate the wording on compulsory wearing of lifejackets in tinnies

d. 9 Nov Regatta safety observations

### 7. Community Feedback (complaints & compliments)

### 8. Items for decision:

a. Rowing ACT Safety Review – approved by the Board.

b. Men's single scull trophy – the donor is still eager to donate a trophy in honour of Bruce Hick.

**ACTION:** President to suggest a different event for the family to donate a trophy for.

c. Credentials Sub-Committee – Schools and Rower Grade Scores.

A decision on the Credentials Sub-Committee was deferred until after the 2019/20 regatta season.

d. Distances for Year 10 races in regular regattas

**ACTION:** EO to garner views from all clubs and schools about the potential change from 1500m to 1800m, with the Board to decide out of session by Friday November 15.

- e. Regatta Sub-Committee definition of roles  
Agreement from the Board for the expanded roles. A date of Tuesday December 3 was suggested for the next RSC meeting.

**ACTION:** EO to put notice out for Regatta Sub-Committee meeting on Tuesday December 3.

**9. Items for discussion**

- a. Regatta Program update
- b. Strategic planning session – a January date was discussed as being the best option based on the Doodle responses.
- c. Rowing ACT uniforms  
KW showed the board a sample blazer from a local manufacturer and provided updated on designs provided by major sportswear suppliers.
- d. Sport & Recreation grants – potential grant proposals were discussed, including opportunities in the core grant, women in leadership, capital works, inclusive participation, and community sport and recreation development.
- e. Infrastructure – update
- f. Pathways 8+ Selection Policy
- g. Interstate Masters Selection Policy

**10. Items for noting**

- a. ACT finalists in local, national and international awards
- b. Para strategy scoping

**11. Other business**

## BOARD PAPERS

### Register of Interests

The Board is asked to complete the attached Register of interests. You are requested to include board and committee roles, fulltime employment and rowing club affiliations and roles. This will ensure that any perceived or actual conflicts of interest can be suitably managed during meetings.

### Workplace Health and Safety

WHS Report provided by EO to:

- a. outline incidents reported since the last meeting (or last report). Incident reports to include action taken to mitigate future incidents.
- b. Identify any trends that require a safety review or action
- c. Update on the status of the buoys proposal provided to the Lake User Group

Overview of outcomes from 4 Nov 19 Safety Meeting. The Board is asked to:

- d. **Note** Minutes from 4 Nov 19 Safety Meeting
- e. **Approve/Not Approve/For further discussion** the recommendation that wearing of lifejackets in tinnies be made compulsory (for both LBG and LT)
- f. **Determine** frequency and method of regular safety meetings for Rowing ACT clubs and schools (eg agenda item at Regatta Sub-Committee meetings)

### Items for decision:

#### a. Rowing ACT Safety Review

A proposal for the Safety Review is attached for Board consideration. The initial review will be provided pro bono. Subsequent work that might be sought by the Board has been offered at a discounted rate.

It is proposed the Review be conducted by Michele Smith who has a background in WHS and also has rowing experience.

**Board Action:** Agree/Not agree/further discussion required - that Michele Smith be accepted as the WHS Reviewer and the proposed Safety Review proposal be accepted.

#### b. Men's Single Scull trophy

A local rowing family has asked if they can donate a trophy for the Men's Single Sculls at the ACT Championships. At the October Board meeting a previous offer from an anonymous donor was made for a Bruce Hick trophy for this event. Board to make a decision on what – if any – trophy would be accepted and if there might be other ways to honour Bruce Hick.

**Board Action:** Agree/Not agree/further discussion required - that a trophy would be welcomed by Rowing ACT for award to the Men's Single Sculling champion at ACT Championships, and if so, who that trophy should be donated from.

#### c. Credentials Sub-Committee – Schools and Rower Grade Scores

After a number of comments from local schools a credentials sub-committee was formed to look at the issue and make any recommendations based on current Rowing ACT and Rowing NSW by-laws. That report is contained in an appendix to this agenda.

**Board Action:** Agree/Not agree/Further discussion required – that the recommendations of the Credentials Sub-Committee regarding school rower grade scores be accepted for the 2019/20 regatta season.

**d. Distances for Year 10 races in regular regattas**

Following feedback from local schools the request has come through that the Year 10 quad races in the calendar be moved from 1500m to 1800m for future regattas. Doing so would bring ACT regattas into line with Rowing NSW regattas, as well as with the distances for the ACT Head of the Lake. EO to provide feedback from schools and clubs with junior rowers.

**Board Action:** Agree/Nor agree that the Schoolboy and Schoolgirl Year 10 races at regular regattas be changed from 1500m to 1800m.

**e. Regatta Sub-Committee definition of roles**

Following the September Board meeting it was decided to expand the remit of the Regatta Sub-Committee. Board and RSC chair to determine scope of responsibilities and meeting frequency.

The Regatta Sub-Committee consists of representatives of all clubs and schools who are part of Rowing ACT. The sub-committee essentially represents the key stakeholders and allows the stakeholders to make recommendations to Rowing ACT Board.

The Regatta Sub-Committee will be asked to develop a plan that allows timely consideration of the summer and winter regatta programs. The plan should allow suitable time for consultation and Board consideration of recommendations.

Proposed scope for the Regatta Sub-Committee includes:

- Safety
- Develop summer regatta program (when considering the schedule of events the sub-committee should consider timings of major ACT events, school holidays, ACT school fetes, RNSW regattas and events, etc)
- Develop winter regatta program including winter time trial
- Develop ACT Indoor Rowing competition
- Develop ACT Coastal Rowing competition
- Provide support to planning for key events eg HOL, ACT Champs, ACT Master Champs
- Provide advice on para strategy
- Provide advice on options for events
- Provide recommendations on changes to regatta by-laws

**Items for discussion**

**a. Regatta Program Update**

Rowing ACT EO will update the Board on up-coming regatta and event planning

Consideration of options that could be implemented if a regatta is cancelled can be discussed. An adhoc indoor rowing competition (including sprints, relays and 2k ergs) between Kinross Wolaroi and CGGS was discussed if the 9 Nov regatta was cancelled.

**b. Strategic planning session**

With the current Rowing ACT Strategic Plan due to expire in 2020 and with an expanded focus for the Regatta Sub-Committee, a strategic planning session outside of the regular board meetings is requested. Board to discuss timings for this.

**c. Rowing ACT uniforms**

Update on work completed for Rowing ACT uniforms.

**d. Sport and Recreation grants**

EO and President to provide an update on the grants available to Rowing ACT through ACT Sport & Recreation.

**e. Infrastructure update**

An update to be provide on current Rowing ACT infrastructure.

**f. Pathways 8+ Selection Policy**

The policy is provided for comment. It will be issued on 12 November.

**g. Interstate Masters Selection Policy**

An Interstate Masters selection policy needs to be developed in consultation with the Master community. The selection policy should be issued by December 2019 to allow Masters to prepare for Interstate selection. It is proposed that Masters rowers interested in being selected for Interstate Masters be invited to compete in 2x at the 23 Nov 29 regatta.

## Items for noting

a. **ACT finalists in local, national and international awards**

ACT representatives have been named as finalists in a number of awards nights.

**World Rowing:** Kathryn Ross (Para-Rowing Crew of the Year)

Kim Brennan (Thomas Keller Medal)

**Rower of the Year:** Kathryn Ross (Para Athlete/Crew of the Year)

Renae Domaschenz (Para Coach of the Year)

Edwin Bien (Coles Volunteer of the Year)

Geoff Northam (Official of the Year)

Capital Lakes Rowing Club (Club of the Year)

Former ACTAS coach Ben Southwell is up for Pathways Coach of the Year.

**CBR Sport Awards:** Kathryn Ross (Athlete of the Year – Para Sport)

David Bagnall (Outstanding Service to Sport)

b. Date for next Board Meeting

c. Proposed dates for 2020 Board Meetings

## Regatta Updates

2019/20 Regatta Season statuses

Regatta	Date	NCA/ACT Permits?	2018/19 Entries/Seats	2019/20 Entries/Seats	Other notes
Col Panton	20/10/19	NCA Approved	34 entries, 132 seats	35 entries, 140 seats	
BMRC	26/10/19	NCA approved, ACT Land Use approved	170 entries, 389 seats	128 entries, 271 seats	No Kinross Wolaroi or Radford this season; regatta cancelled day before
Tuggeranong Cup	02/11/19	Approved	24 entries, 96 seats (cxl on day)	19 entries, 76 seats	Seat fees waived for entrants who had also entered cancelled BMRC Regatta
Radford/Daramalan	09/11/19	NCA approved, ACT Land Use approved	252 entries, 618 seats (CGGS/Marist Regatta as second pointscore regatta)	417 entries, 1167 seats	Kinross Wolaroi visit
CGGS/Marist	23/11/19	NCA approved, ACT Land Use approved	242 entries, 530 seats (Daramalan Regatta as third pointscore regatta)		A Creagh, S John, G Northam, E Bien, A Charlton, N Hunter all to Rower of the Year awards in Sydney that night.
Twilight Regatta	07/12/19	NCA approved, ACT Land Use approved	N/A		
CGS	01/02/20	NCA approved, ACT Land Use approved	307 entries, 803 seats		
ANU	15/02/20	NCA approved, ACT Land Use approved	343 entries, 777 seats (cxl partway)		
CLRC Sprints	23/02/20	Waiting approvals	39 entries, 84 seats		
CRC Grade Championships	29/02/20	NCA approved, ACT Land Use approved	171 entries, 402 seats (ADF Regatta; pointscore not championship)		

ACT Head of the Lake	14/03/20	NCA approved, ACT Land Use approved	296 entries, 863 seats (included doubles)		
ACT Championships	14-15/03/20	NCA approved, ACT Land Use approved	358 entries, 835 seats (included Masters events)		
ACT Masters Championships	04/04/20	NCA approved, ACT Land Use approved			