



MINUTES OF COUNCIL MEETING 07/02/2009

THE COUNCIL OF THE AMATEUR ROWING ASSOCIATION - MINUTES OF AN ORDINARY MEETING OF COUNCIL held on 7th February 2009 at Royal Over-seas League, Park Place, St James's Street, WC1A 1LR at 12.30 pm.

PRESENT AND APOLOGIES

EXECUTIVE OFFICERS

Mrs D.M. Ellis CBE, Chairman	Present
G. Harris, Deputy Chairman	Present
Mrs A. Phelps, Deputy Chairman	Present
R.M. Paterson, Hon. Treasurer	Apologies

APPOINTED MEMBERS

R. Phelps, CUCBC (Div 8)	Present
M. Blandford-Baker, COUR (Div 10)	Present
H. Trotter, Leander Club	Present
M.D. Williams, London Rowing Club	Present
C. George, Thames Rowing Club	Present

ELECTED MEMBERS

B. Millns (1)	Northern	Present
T. Edwards (2)	Yorkshire	Present
S. Darnbrough (3A)	Lancashire & Greater Manchester	Present
J.C. Davies (3B)	Cheshire, Merseyside & N.Staffs	Present
P. Fenoulhet (4)	East Midlands	Apologies
C. Anton (5)	West Midlands	Present
B. Foster (7)	Bedford, Huntingdon, Peterborough	Apologies
A. Johnson (9)	East Anglia	Present
A. Weekes (11)	Upper Thames	Present
P. Moore (12)	Reading	Present
A.J. Evans (13)	Middle Thames	Present
J. Biddle (14)	Staines & Molesey	Apologies
R. West (15)	Kingston & Twickenham	Present
M. Carr (16)	Chiswick & Mortlake	Apologies
Mrs S Cassidy (17)	University of London	Present
Dr N. Jackson (18)	Barnes & Hammersmith	Present
P. Lorenzato (19)	Putney	Present
M. Stallard (20)	Lea Valley & Essex	Present
J. Clayton (21A)	Lower Thames & Medway (& Chairman SERRC)	Present
R. Noakes (21B)	Kent & Sussex Coast	Present
M.E. Green (22)	Hampshire & Dorset	Apologies
Mrs P Sondheimer	WAGS	Present
R. Mallett (24)	Devon & Cornwall	Present
Welsh Amateur Rowing Association – (2 representatives)		Apologies
Scottish Amateur Rowing Association - (3 representatives)		Apologies

MEMBERS APPOINTED BY COUNCIL

Miss K. O'Sullivan	Chairman National Coaching Committee	Present
R. Murray	Chairman National Championships	Present
M. Martin	Chairman Junior Rowing Commission	Apologies
C. Llewellyn	Chairman National Competition Committee	Present
S. Ward	Chairman Water Safety Sub Committee	Present
R. Mallett	Chairman National Development Committee	Present

**MINUTES OF COUNCIL MEETING 07/02/2009****MEMBERS CO-OPTED BY COUNCIL**

Miss A. Faiers		Present
B. Hawden		Present
W.C. Thomson		Present
J. Turnbull		Present
Mrs F. Dennis		Present

NON-VOTING MEMBERS

Hon. Life Vice-Presidents -		
C.G.V. Davidge OBE		Apologies
J.A. Veats		Apologies
M. Brandon-Bravo OBE		Present

ARA STAFF

J.R. Allsop	Financial Controller	Present
Mrs R.E. Napp	National Manager	Present
D.W. Tanner OBE	International Manager	Present
Miss W. Kewley	Rowing & Regatta	Present
Mrs P. Randolph	Minute Secretary	Present

REGIONAL CHAIRMEN

Andrew Bryant	Northern Region	Present
Mrs R Hatton	Thames Region	Present

ALSO ATTENDED

F. Rennie	BUCS	Present
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1. CHAIRMAN'S OPENING REMARKS

The Chairman asked Council to stand to remember in silence the following members of the rowing community who had recently died; Brian Griffin – winner of the Wyfold Challenge Cup and member of many rowing clubs including Staines, Birmingham, Stourport and Worcester, Leander, Upper Thames and Remenham and Sid Rand, Olympic sculler, winner of the Wingfield Sculls, international coach and longstanding member of Upper Thames RC.

Mrs Ellis circulated a card from Mrs O'Flaherty who had written to thank members of Council for their kind words and contributions on her retirement.

2. Presentation by AstraZeneca/Brand x

J. Harlow, Deputy Chairman of the Thames Regional Rowing Council, introduced Joanna Potts of AstraZeneca and Ila Garner-Patel of Brand x, who were attending the meeting to give a presentation on re-branding. The ARA had been able to take an extremely professional look at its marketing and branding over the period of a year thanks to the combined expertise and experience made available to it by these companies. Their findings were based on research carried out with people both within and outside the sport.

J Potts explained that there had been huge enthusiasm for the project from the team at AstraZeneca. Research had also demonstrated the passion of those involved in the sport and all involved in the process had been enthusiastic and open to embracing new ideas. Ila Garner-Patel talked about the importance of a strong brand and went through the process undertaken to arrive at today's proposal of 'British Rowing'.

The Chairman invited questions. C. Anton asked about cost. Mrs Ellis said that the process was affordable because the ARA was extremely lucky to have the sponsorship of AstraZeneca, its FTSE 100 partner, and Brand x. F. Rennie said she felt the proposed



MINUTES OF COUNCIL MEETING 07/02/2009

changes fitted well with the direction that many other sports were taking. C. Eales asked about the motivation for change. Mrs Ellis said the issue of re-branding had been a matter for discussion for some time, and the Association now had an opportunity to work with experts who could offer guidance and support. N. Jackson asked about the response of SARA and WARA. Mrs Ellis said that the Welsh had been very supportive and that SARA, now itself re-branded as Scottish Rowing, was not fully in support. It was generally agreed that the present logo was not widely recognised by the average rower, and research among the younger sample had shown that the laurel leaves had no significance. I Garner-Patel confirmed that design guidelines would be provided by Brand x, and that the logo would be designed for use in a range of applications, including for use in black & white. M. Brandon-Bravo said that this debate had taken place 10 or 12 years ago and he believed that the time was now right for change. He would like to see the laurel kept for some applications. B. Millns said she thought that young rowers would like the change and would feel proud to wear the new logo on their kit, though she thought the size of the font was not in proportion with the logo. P. Lorenzato believed younger rowers would find a British Rowing website easier to find.

R. Phelps asked what the impact would be on GB Rowing. Mrs Ellis said that the coaches and other staff at the Olympic wash-up meeting had been very keen for the Association to have a unified identity. D. Tanner said that he was completely in support of the proposal and in principle he felt that it should come together well. When GBR competed they used a flag, this brought the whole organisation together and presented a very strong brand.

With the support of Council to go forward it would seem achievable to launch the new name at the AGM 2009, weekend of 26th – 27th September. The Chairman asked members to indicate by a show of hands if they wished to approve a name change, from Amateur Rowing Association to British Rowing. Council agreed unanimously with the change (one abstention recorded). It was agreed that further work would be done on the logo and lettering taking account of comments.

After a brief discussion it was agreed that an EGM would be called immediately prior to the June meeting in order to formally approve the change. **Action: DME**

3. APOLOGIES FOR ABSENCE

Noted and recorded above.

4. DECLARATIONS OF INTEREST

Non pecuniary

Mrs. D. M. Ellis : CCPR Director; BOA Director

Mrs A. Phelps : BPA

M. D. Williams : FISA

Pecuniary

C. George : UKCC Tutor and assessor

G. Harris : UKCC Tutor and assessor

Miss K O'Sullivan : UKCC Tutor and assessor

5. MINUTES OF THE MEETING held on 29th November, 2008, subject to the amendments detailed below, were agreed to be an accurate record and signed.

Agenda Item 10.3 – D5 (p8): Delete the following sentence:

C. Anton put forward a scenario where the least qualified crew could win the race.

and insert:

C. Anton put forward a scenario where a crew could win a point without having a proper race.

Agenda Item 8, para 4 (p6): Delete the following sentence:

An internal audit of a public company would be carried out by a non-executive director.

**MINUTES OF COUNCIL MEETING 07/02/2009****6. MATTERS ARISING****6a CEO Report (Item 5.4) Presentation on CEO Project**

Council received a presentation from R. Murray on behalf of the working party convened to look at the appointment of a CEO. Other members of the working party were Mrs Ellis, N. Jackson and A. Johnson. The group had gone through the tasks set and had asked how a CEO would add value to the future of 'British Rowing'. He expressed thanks to the Senior Management Team for their time and assistance in explaining how the ARA was managed. Comments had been invited from the Regions and some external bench-marking had also been undertaken with the Chairmen and CEOs of three comparable governing bodies. The group believed that the Association would benefit from a CEO and had set out to address the questions arising from that; what would a CEO do, why did the ARA need one, what should the timing be?

The proposal of the working group was that a CEO was appointed to work alongside the role of the Chairman, effectively creating a double act, the CEO's role being an evolution of the Chairman's role. The CEO would need to ensure that the organisation continues to build and extend its relationship with outside funding bodies which is a major part of the work of the senior management team. The group thought that a CEO should be in post by Autumn 2010 to take part in the planning process for 2012. Its recommendation was that this was the way forward and the appointment would strengthen the organisation. (Key points tabled and attached – Appendix 1).

R Murray was thanked by Council for an excellent presentation. Questions arising covered the payment of a head-hunter, a close examination of current budget taking in the reality of the cost of an appointment, the percentage of the Association's real income involved, clarification of the role in relation to the current structure of the organisation, ongoing concerns about timing.

The Chairman asked Council if it wished to support in principle the proposal put forward. There would be another decision point once further research into costs and timing had been carried out by the Working Party. The group would continue to report to Executive and Council and timings would be determined by this work.

Council expressed unanimous support for the proposals set out by the Working Party and agreed that it should continue to flesh out the detail; a key issue being finance and the impact that this would have on timing of an appointment.

6b FISA Coastal Championships (Item 5.5) Executive had supported a grant of £30,000 to support the World Coastal Championships in Plymouth, 23rd – 25th October 2009. The Chairman asked for Council's approval. **Approved.**

6c Volunteers (Item 10.1) This issue was on the agenda of the WSP membership working group.

7. FISA

The Chairman, the International Manager and the Hon. Treasurer would attend the Extraordinary Congress Meeting 15th – 19th February. Executive had looked in some detail at the weighty agenda. On behalf of GB rowing the ARA representatives would oppose a Swiss proposal to impose a maximum limit of ten on the number of crews that a nation could qualify for the Olympic Regatta.

8. INTERNATIONAL REPORT

D. Tanner was pleased to tell Council that up and coming young rowers had performed extremely successfully at the Australian Youth Olympic Festival, winning 7 out of the 12 gold medal places. The Festival was part of the Sydney 2000 legacy and was a fantastic opportunity for the young rowers to experience international competition.



MINUTES OF COUNCIL MEETING 07/02/2009

D. Tanner said he would take the opportunity to discuss with other nations the Adaptive category of Intellectual Disability while at the Congress. He noted that the West Midlands Region was placing a focus on rowing for those with Intellectual Disability. D. Tanner asked Divisions who had rowers in this category to get in touch with Louise Kingsley, HP Projects Officer at GB Rowing.

The rates appeal for the facility at Caversham had not yet been heard.

The move to appoint a full time Chief Medical Officer from January 2009 meant the team could be more pro-active in screening ahead of problems and preventing injury.

D. Tanner was asked if he believed that rowers were retiring earlier than necessary from the squad because of the long hours required at Caversham and if there was a middle ground where athletes could return to their clubs more often in the future. D. Tanner said that the Chief Coaches set the programmes for their athletes and that there could be an element of flexibility but that having the crews in one place brought benefits of additional coaches and support staff. The team had tried to be flexible after the Olympic Regatta but no significant change to the current regime was anticipated. H. Trotter said in future he would hope to see greater flexibility for athletes to return to High Performance centres. Divisional Representatives from the Thames and South East expressed concern about the impact that High Performance centres had on local clubs.

D. Tanner said there was a wide range of juniors coming up through the clubs but paid professional coaches will attract rowers and he could not dictate to the market. M D Williams said that athletes being coached at a High Performance club were not required to become a member of that club and they were entitled to continue to name their home club on their record. Many rowers at London RC were simply at the centre to train and were not club members.

D. Tanner believed that the rowers themselves generally felt a strong sense of loyalty to their home clubs and this information was published in their biographies and on the website. Club coaches often referred their talented athletes to HP Centres but the International Manager would not encourage juniors to make such a move.

R. Phelps said he thought that London RC was the only club that observed the High Performance guidance about not requiring athletes to join their club. D. Tanner said there were always going to be reasons why rowers changed clubs and these were usually perfectly sound reasons. It was a matter for the athlete for whom they rowed and it made sense to invest in clubs who were able to deliver. There were gaps in standards and it was up to the Association to encourage all clubs to raise levels.

9. FINANCIAL MATTERS

M.D. Williams presented the management accounts.

9.1 National Management Accounts (9 months to end December 2008)

Council received the accounts and noted that a modest surplus was anticipated at the year end. J. Allsop undertook to address the anomaly in presentation between the National and International budgets.

Action: JA

JC Davies asked if Council could be given a predicted end of year outcome at the end of the first quarter. MD Williams said it was possible but questioned how helpful it would be. The Hon. Treasurer's notes indicated that the Association would be ahead of budget and he did not see that a line by line would result in a greater degree of accuracy.

9.2 International Management Accounts (9 months to end December 2008)

Council received the accounts. There were no questions.



MINUTES OF COUNCIL MEETING 07/02/2009

9.3 National Draft Budget 2009/2010

The revised layout of the funded programmes was noted.

Whilst extremely grateful for the funding that the sport attracted this was a difficult budget and there were savings that had to be made on both National and International spending. Income from interest rates and the exchange rate had a significant effect on both budgets. Loss of advertising revenue would affect the membership magazine.

There was an ongoing discussion with Sport England about the current grant and the sum that had been taken into account when the base was assessed. In response to Mrs Millns, Mrs Napp replied that the majority of new funding was integral to the new Row Regularly programme and the new projects were laid out in the ARA's Strategic Plan 2009 – 2013, previously circulated. However, there had been cutbacks to other programmes and, in addition to the effects of inflation and other previously discussed pressures on the National budget, this could not accurately be described as new funding. All the funding was committed but provision had been made for branding and marketing for the clubs. The National Manager said there was further detail in the Strategy document.

P. Sondheimer asked if the new funding required membership targets to be met each year. Mrs Napp said there were participation targets rather than membership and the sport was required to meet them.

N. Jackson asked about inflation indexing, J. Allsop said inflation was built in but that no specific indexing was applied.

JC Davies proposed, and C George seconded, that £15,000 be added to the budget to support the work of the CEO Working Party.

Agreed.

There was discussion about the maintenance of 6 Lower Mall. MD Williams said there was a contingency of £30,000 in the budget. C George proposed that a survey of the building should be carried out to check that current provision in the budget was sufficient. JC Davies seconded.

Agreed.

Council approved the National Budget.

9.4 International Draft Budget 2009/2010

Issues for this budget were exchange rates and the delegated funding arrangements for Sports Science provision. Since drawing up the budget there had been a reduction in the allocation of Sport England funding of £200,000 for the High Performance programme. However GB Rowing had been the most highly funded sport and the International Manager was extremely grateful for the support from UK Sport.

MD Williams said that the majority of the funding had to be spent on current programmes and could not be set aside as a reserve. It was noted that there was a discrepancy in the accounts. The budget would be amended and circulated to Council with the minutes.

Action: JA/DT

Subject to this correction being made the International budget was approved.

10. NATIONAL REPORT

Council received the report of the National Manager. P. Sondheimer asked Mrs Napp to extend Council's congratulation to Darren Barton on his very well deserved award. There were no further matters arising.

11. REPORTS OF THE COMMITTEES

11.1 National Development Committee

Council received the report of the National Development Committee. R. Mallett said that a number of the issues raised at the meeting would be covered in more depth at the ARA Conference planned for September 2009. There had been some concern expressed about club recruitment methods and the Chairman was grateful to the International Manager for his



MINUTES OF COUNCIL MEETING 07/02/2009

reassurance on this. R. Mallett said he intended to stand down as the Divisional Representative for Div 24 in view of his other commitments. He thanked R. West for his negotiations on licensing, as a result of which the Environment Agency had agreed to introduce a block licence for rowing. This would mean a significant saving for clubs. R. West once again urged all Divisional Representatives to provide him with an indication of club fleet numbers. **Action: Div Reps**

D Recommendations

D12: That Council approves the appointment of Mr Mallett as the Chairman of the National Development Committee. **Approved.**

11.2 National Coaching Committee

GB Rowing Technique Seminars: K.O'Sullivan expressed her thanks to the Technical Panel who had organised seminars on GB Rowing Technique in all the regions on Sunday 8th March.

2009 National Coaching Conference: Mrs Ellis congratulated the NCC and all involved for an extremely successful Conference.

11.3 National Competition Committee

Council received the report of the National Competition Committee. Arising from the report: **New Rules of Racing:** Information was on the website and an article in Rowing & Regatta and C. Llewellyn thanked all involved in putting this together. The work on implementation was ongoing.

Competition results: P. Moore said that the current system of submitting results to OARA was laborious and not considered to be user-friendly by events in his Division. The National Manager said there was more work to be done on the results input side of OARA and she would follow this up and check on the status of the OARA user group. **Action: REN**

D Recommendations

D8: That CH Llewellyn is reappointed Chairman. **Approved**

D9: That the National Coaching Committee uses its network to increase the awareness of coaches of the Rules of Racing regarding outside interference. **Approved**

Further discussion about the reporting procedure for the National Umpires Commission was deferred to the September Conference. **Noted: REN**

11.4 National Championships Committee: Nil report.

11.5 Executive Committee

The report of the Executive Committee was received. Arising from the report:

Selections Appeal Procedure: The Chairman submitted amendments to the procedure following discussion with athletes, the intention being to speed up the process. Changes to Section 2 were proposed as follows (new wording in italics):

2.1 Athletes wishing to appeal should, prior to commencing an appeal:

2.1.1 Consult with the Chief Coach, *the Athlete Representative Liaison*, the International Manager and the Chairman of the Executive Committee ("the Chairman"), either separately, collectively or both to establish the reasons for the decision and the scope for review of the decision. *(The Athlete Representatives Liaison will be nominated by the ARA Executive and approved by the Athlete Representatives).*

2.1.2 Such consultations are not obligatory but may help to resolve the situation, clarify any misunderstandings or help identify the issues in dispute before an appeal is formally notified.

2.2 The consultations referred to at 2.1 are not binding but they may be referred to in any appeal, as may any failure or refusal to participate in such consultations.

2.2.1 Athletes who wish to lodge an appeal should do so as early as practicably possible and in any case within 14 days of the decision against which they are appealing.

ANY ATHLETE CONTEMPLATING AN APPEAL NEEDS TO ACT ON A TIMELY BASIS OR RISK THAT ANY PANEL DECISION IN THEIR FAVOUR MAY BE MADE TOO LATE TO BE IMPLEMENTED.



MINUTES OF COUNCIL MEETING 07/02/2009

Approved.

Selection Policy: Council was asked to approve two changes to the International Teams' Selection Policy. Insertion of the following under Section 3.1:

The Chief Coach will take all reasonable steps to ensure all athletes are notified of any selection decision within three days of trials.

Under Section 4 – National Lottery Athlete Grants: delete 'Sport England'.

Approved.

*At this point the Chairman and International Manager left the meeting.
G. Harris, Deputy Chairman, took the Chair.*

Summary of Audit and Control Procedures: The Treasurer had responded to the request from Council at the November meeting and provided a paper setting out the Association's main audit and control procedures.

Noted.

Selection Appeals Panel: Nine names had been circulated to the athletes representatives for their agreement and these were put forward to Council for approval. A. Faiers said she was no longer eligible. Mrs Ellis to be advised and the panel membership was agreed subject to this one change.

Approved.

Anti-Doping: Mrs Phelps had produced a guidance document to reflect how the Therapeutic Use Exemptions affected domestic and club rowers. This information would be made available on the ARA website.

Child Protection Disciplinary and Appeals procedure: Mrs Phelps went through the changes to the procedure outlined in the Report.

Approved.

Protecting Children and Young People with Disabilities: a new guidance document (SPCG 30) was presented to Council for their approval. This would form part of the Safeguarding & Protecting Children policy.

Approved.

11.6 Water Safety Sub-Committee

Council received the report of the Water Safety Committee. Arising from the report:

Gap Analysis: S. Ward said a Gap Analysis sheet had been produced to assist clubs in developing their safety practices and had been well received at the recent round of Regional club conferences.

Online Incident Reporting: It was noted that the new system was working well and statistics would be published in due course to assist learning.

Club Safety Audits: Forty clubs had not returned their audits and were therefore currently not eligible to enter competition. A list of the clubs was published on the website.

Safety Boats & Tin Fish: The wording in Row Safe was intended to make clubs aware of the limitations of some of the launches that they were taking out.

Safety Boat Courses: S. Ward said that work was in hand to create a syllabus more compatible with rowing. The RYA Safety Boat Course was relevant, but he would try to get out more specific information as soon as possible.

Action: S Ward

RoSPA Review: S. Ward said that his paper circulated to Council at the September meeting was an internal document and not a response addressed to RoSPA or the Minister. It was on his agenda to produce an update of that document for Council.

Action: S Ward

S. Darnbrough said that his Regional Water Safety Adviser had a number of strong concerns about 'Row Safe' and that he would like Water Safety to appear higher up the agenda.

11.7 Medical Sub-Committee - nil report.

11.8 National Olympic Committee - nil report.

11.9 British Paralympic Association - nil report.

11.10 Commonwealth Games Council for England – nil report.

Agenda Items 12 – 15 were taken earlier in the meeting prior to the departure of the Chairman and International Manager.

12. NOTIFICATION OF APPOINTED MEMBERS

J. Allsop confirmed that the following members had been re-appointed by their clubs for the coming year:

R. Phelps, CUCBC (Div 8)

M. Blandford-Baker, COUR (Div 10)



MINUTES OF COUNCIL MEETING 07/02/2009

H. Trotter, Leander Club
M.D. Williams, London Rowing Club
C. George, Thames Rowing Club

13. ELECTION OF OFFICERS

Chairman: J. Allsop advised Council that one nomination for the post of Chairman had been received from a number of clubs and events; Mrs D M Ellis. By a clear majority - **Approved**.
Deputy Chairman: Two nominations had been received for the posts of Deputy Chairman; Mr G Harris and Mrs A Phelps. By a clear majority - **Approved**.

14. APPOINTMENT OF CHAIRMEN

The following had indicated their willingness to stand as Chairmen of the following Committees and Commissions:

Miss K O'Sullivan	Chairman National Coaching Committee
R Murray	Chairman National Championships
M Martin	Chairman Junior Rowing Commission
C Llewellyn	Chairman National Competition Committee
S Ward	Chairman Water Safety Sub Committee
R Mallett	Chairman National Development Committee

Approved.

15. EXECUTIVE COMMITTEE

Ten nominations were received for the six elected places on the Executive Committee. The result of a secret ballot was that the following were elected to the Executive: Mr M Blandford-Baker, Mr A Johnson, Mr P Lorenzato, Mr M Stallard, Mr W C Thomson, Mr M D Williams. The Chairman thanked the outgoing members of the Committee for the huge amount of work they had done for the Executive Committee and hoped that they would still be available to contribute their expertise to the Association.

16. REGIONAL CONSTITUTIONS

The National Manager asked for the formal approval of Council to changes to the Constitution of the Thames Regional Rowing Council (previously submitted to the November Council meeting).

Approved.

17. AFFILIATIONS AND RESIGNATIONS

Club Affiliations:

The 1927 Boat Club (Div 19) (TNT)
Hull Rowing Club (Div 2) (HUL)
Liverpool Schools Rowing Association (Div3a) (LVS)

Change of name:

Trentham Boat Club (previously Stoke Rowing Association Trentham BC) (03a)
York St John College RC (Div 2)

Change of Division:

Whitgift School to Division 14
Phoenix RC to Division 18

Approved.

18. CORRESPONDENCE

There was none.

19. ANY OTHER BUSINESS

Representation of British Flag: Despite the possible excuse of being in Australia, R Mallett pointed out that squad athletes were pictured in Rowing & Regatta holding the national flag upside down.
Action: DWT

20. DATE OF NEXT MEETING

The next meeting of Council takes place on Tuesday 9th June, Royal Overseas League, Park Place, St. James's Street, London SW1A 1LR at 1.30 pm.