



BRITISH ROWING

# Guidelines for Competition Dates

September 2021

TEAMWORK | OPEN TO ALL | COMMITMENT



## **Guidelines for Application or Change of Date for Competitions**

### **1. Introduction**

#### **1.1 Rules of Racing**

The Rules of Racing which cover competition dates are set out below.

##### 5-1 General Requirements

- a. All affiliated competitions shall be held in accordance with the British Rowing Regulations and in accordance with the Rules of Racing.
- b. No competition shall be held under these rules unless its date and conditions have been approved by the National Competition Committee and the competition has taken account of the guidance in RowSafe, in the risk assessments and safety documentation required by the competition.

*The Competition Calendar is established on a rolling basis looking several years ahead, and is controlled and facilitated by a small subcommittee of the National Competition Committee working through Regional Rowing Councils. Consensus is sought, but preferred dates are rejected if a clash between competitions of national significance is foreseen; in the last instance, a date may be imposed.*

A competition must pay all affiliation money and all necessary fees to British Rowing within fourteen days of the competition taking place.

- c. If a competition does not take place on the agreed date, through exceptional or unforeseen circumstances, the Organising Committee may hold it on another date with the approval of the Regional Rowing Council concerned and the National Competition Committee.

#### **1.2 Definition**

The word 'competition' in these notes and in the British Rowing Rules of Racing refers to a group of one or more events managed by one Organising Committee. This includes, but is not limited to, regattas, head races, time trials, bumping races, etc.

#### **1.3 Approval of the Competition Calendar**

The Competition Calendar runs from April to March and is published on the British Rowing website. To meet the deadlines for publication, the calendar must be approved, at the latest, by November board meeting having previously been agreed in turn by the National Competition Committee and the Sport Committee. It should be noted that the board only approves the competitions run under British Rowing rules, but not WEARA, HDARA, CARA, Welsh Rowing, BUCS, Scottish Rowing, HRR and international regattas, for which

the listed organisations are responsible. By agreement with them, the dates are included in the calendar for completeness.

British Rowing does not decide competition dates other than for those competitions over which it has direct control (National Championships, international competitions). All other competitions take place on dates of their own choosing, within reason. Within the terms of the rules above, the National Competition Committee approves those dates and seeks to ensure that the dates chosen provide as fair a range of competition for clubs and competitors as possible. For example, where competitions have a set rule to determine their dates, these are respected as far as possible, but this cannot always be the case.

## **1.4 Responsibilities**

The primary responsibility for choosing a date rests with the competition organiser.

In order to provide the checks and balances required by the Rules of Racing, the Regional Councils are responsible for the competitions in their region and the National Competition Committee for the whole calendar.

As stated in the rules, it is the intention to achieve consensus for the dates in the calendar. Whenever there is a dispute, the first course of action is to have the matter resolved between the competitions concerned. If that agreement is not reached, then the Regional Councils concerned should come to an agreement. If this is not successful, the dispute must be referred to the National Competition Committee.

## **1.5 Production of the Calendar**

Generally, each year's calendar is based on the one from the previous year. However, each year there are differences influenced by the dates for bank holidays, international competitions and other factors. Also, the number of competitions has grown and the shift towards multilane regattas has affected the range of competition available. Hence there is a continuously changing set of issues to address. The calendar as a whole is coordinated by the National Competition Committee with the help of designated people in the regions, representing the Regional Councils.

In order to provide visibility for the calendar for the following year, every attempt is made to circulate a draft of the calendar to the Regional Councils as early the previous year as possible, so as to identify any issues between different competitions.

Initially, certain competitions relying on the booking of facilities such as NWSC or on closure of sections of the River Thames are determined and circulated. The Regional Councils submit the dates for the competitions in their region to the National Competition Committee's coordinator, and a draft calendar is circulated. When issues are raised they are dealt with and new versions are produced and circulated until the final version for approval at November board.

In approving the dates, account is also taken of any competitions which are in arrears for payment or have not returned their results via BROE in accordance with the rules.

Organisers should seek to ensure that their date is correct and not subject to change, but a mechanism for changing dates must also be in place to take account of some exceptional circumstances such as local authority conditions or cancellation owing to adverse weather.

The guidelines set out below seek to provide a simple process for organisers and Regional Councils to follow to ensure that the calendar is fair and stable.

## **2. New Competitions**

- 2.1 The competition organiser must check the current competition calendar to see whether there is potentially already another competition in their region, in a neighbouring region or anywhere else where there might be a conflict on the same weekend.
- 2.2 If there is another competition, the organiser must check with that competition that they agree that the new competition can take place on the proposed date. Any dispute should be referred to the Regional Councils concerned.
- 2.3 The competition organiser must download, fill it in and submit a Competition Affiliation Application Form, together with the documentation required for affiliation, to the Regional Council. The required documentation is listed on the 'Notes for Competition Affiliation' sheet that goes with the Affiliation Form. <https://www.britishrowing.org/wp-content/uploads/2020/06/BR-Competition-Affiliation-Application-May-14th-2020-V2.docx>
- 2.4 The Regional Council must consider the proposal and forward it to the National Competitions Committee along with any comments by the Regional Competitions Secretary, Safety Advisor, Umpire committee Chairman and Regional Chairman.
- 2.5 The completed form and attachments must be sent to British Rowing HQ for consideration by National Competition Committee, who will advise of the approval.
- 2.6 The Regional Council then adds the date to its regional competition calendar.

## **3. Existing Competitions**

- 3.1 The competition organiser must confirm its date to the Regional Council as soon as possible after publication of the previous year's calendar.
- 3.2 The Regional Councils must submit the dates for their region by the end of September each year. So far as possible this list should be complete, but, if it is not, the preferred dates or the reason for the lack of date should be provided.
- 3.3 If possible, the National Competition Committee will make a draft available, for information only, to the June Board. A draft must be available for September Board.
- 3.4 If any issues are raised between competitions, these should be resolved between the competition organisers concerned. If this is not possible, the Regional Councils representing the competitions must try to resolve this issue. If this is not possible, the issue must be referred to the National Competition Committee.

- 3.5 If any competitions are in arrears with any payments or submission of results, then they will be excluded from the calendar.
- 3.6 The calendar for approval must be submitted to the November Board. Once approved no changes are permitted except those agreed through the change process in 4 below. The approved calendar will be published.

## **4. Changing competition dates**

- 4.1 The competition organiser must check the current competition calendar to see whether there is potentially already another competition in their region, in a neighbouring region or anywhere else where there might be a conflict on the same weekend.
- 4.2 If there is another competition, the organiser must check with that competition that they agree that the re-arranged competition can take place on the proposed date. Any dispute should be referred to the Regional Councils concerned.
- 4.3 The competition organiser must obtain the approval of the Regional Council.
- 4.4 The Regional Council must submit the change of date to the National Competition Committee, who will advise of the approval.

September 2021