

Meeting Board

Location Hammersmith

Date / Time Monday 18th March - 12:00 - 17:00

Present

Mark Davies (MD)
 Kate O’Sullivan (KOS)
 Alastair Marks (AM)
 Liz Behnke (LB)
 Tina Kokkinos (TK)
 Karena Vleck (KV)
 Peter Milhofer (PM)
 Clare Briegal (CB)
 Mohamed Sbihi (MS)
 Nick Hubble (NH)
 Seb Walker (SW)
 Sarah Davies (SD)

Other Attendees

Rebecca West (RW) – Minutes
 Chris Conway (CC) – COO for whole meeting
 Nathaniel Reilly-O’Donnell (NROD) – Pathways Director
 Marieke Hagemans (MH) - Membership Director
 Jacqui Traynor (JT) for agenda item 10.6

	<p>Chair’s Introduction MD welcomed all to the meeting.</p>
	<p>Apologies for Absence and Quorum There were no apologies given. The Board meeting was announced as quorate.</p>
	<p>Declaration of Interest The following Declarations of Interest were raised:</p> <ul style="list-style-type: none"> ● Seb Walker declared he is a member of CUBC and Leander ● Kate O’Sullivan declared that her K8OS Leadership and coaching ltd (Director) was actual paid employment rather than a voluntary appointment.
	<p>Approval of Minutes from previous Board Meeting The Board approved the Tuesday 6th February Minutes.</p>
	<p>Action Tracker <i>Completed Actions:</i> No comments were raised.</p>
	<p>CEO Update AM updated the Board on various key activities since the last meeting not included on the main agenda. These included 23/24 tracking and review, Stakeholder Relations, International Relations and a Performance Team Update.</p> <p><i>Key Discussion</i> There were a number of questions raised from the report specifically around the focus of reporting and the depth of analytics capabilities within the business. A discussion was also</p>

	<p>had around how the GB Rowing Team preparations were progressing and it was noted that the team as a whole was moving forward positively.</p>
	<p>Safeguarding and Integrity <i>Summary of Agenda Item:</i> The Safeguarding and Integrity paper is written by JT, the Head of Governance Safeguarding and Integrity. The purpose of the paper is to give the Board an update on Safeguarding in British Rowing.</p> <p><i>Key Discussion:</i> The Board had a conversation about maintaining and improving the Safeguarding Standards across the sport. It was recognised that setting a standard was the bedrock of future education required for the sport in the future supported by tailored and clear communications to position safeguarding as a positive and essential part of the sport. For the foreseeable future, it was agreed that the UK Coaching NSPCC CPSU Safeguarding and Protecting Children (online classroom) course is the recommended standard.</p>
	<p>Governance Reform <i>Summary of Agenda Item</i> AM gave a presentation on the Governance Reform, discussing a number of slides and asking for Board approval.</p> <p><i>Key Discussion:</i> The Board discussed in detail each part of the presentation, with individual views and opinions shared at each point. Additional stakeholder groups will be added to our list of focus. The Board discussed the importance of clarifying what needs to be escalated up to the Board versus what could be dealt with by the Sub Committees, to avoid duplicating conversations and create more trust in the sub committees to do the work in advance ahead of wider Board approval.</p> <p><i>Approvals</i> The Board approved all of the slides by majority, following amendments discussed.</p> <p>The Exec will now progress the implementation of the changes agreed and a further discussion will be held on the 25th April to discuss other aspects of the reform.</p>
	<p>Verbal Finance Update <i>Summary of Agenda Item</i> CC gave a verbal finance update, covering the End of Year Position and Budget 24/25 Position. With regards to the 24/25 budget, the process taken to date, the risks to be mitigated, current challenges, and the actions being taken to prepare a final top-down prioritised budget were highlighted.</p> <p><i>Key Discussion:</i> The Board discussed the overview and supported and approved each of the recommendations made.</p> <p><i>Approvals</i> The Board agreed to delegate the next phase of budget work to the Finance Committee ahead of final Board approval. The Board approved the areas of budget spend requested.</p>
	<p>NROD joined the meeting to discuss the Coaching Membership Review</p>
	<p>Coaching Membership Review <i>Summary of Agenda Item</i></p>

	<p>This paper serves to provide an update on what we currently understand about those that are coaching in our sport with a consideration given to next steps.</p> <p>The Board is asked to note the paper and consider questions posed.</p> <p><i>Key Discussion:</i> The Board discussed various aspects of the paper, including one being around the accuracy and completeness of the data. It was agreed that work needs to be done to ensure the data reflects the reality of what is happening in the community, and the Executive will now work on a number of solutions as to how to improve our knowledge and information in this area. There was also discussion around not driving volunteer and casual coaches out of the sport, and the importance of defining who is categorised as a coach that needs some form of licence or qualification and who is an assistant coach not overseeing a programme, who may not.</p> <p>The Board reflected on the importance of encouraging good behaviours and promoting a professional attitude among our coaches and coaching, exploring what we can do as British Rowing to help enable both.</p>
	<p>NROD left the meeting</p>
	<p>Sign off DIAP Plan <i>Summary of Agenda Item</i> The Diversity and Inclusion Action Plan (DIAP) is a requirement of the Code for Sports Governance. The expectation from Sport England and UK Sport is that the DIAP for all funded NGBs is submitted by a 31st March 2024. AKD Solutions has reviewed the DIAP as it stands presently and provided feedback to us on the 15th March</p> <p><i>Key Discussion:</i> The Board discussed the paper, and raised questions as to our organisational capacity to deliver the plan and if more resources are required. The importance of having SMART goals was highlighted with clear actionable plans in place. The Board also discussed how British Rowing needs to look at the barriers which are stopping participation and start unpicking the bigger issues.</p>
	<p>NROD left the meeting</p>
	<p>Risk Register <i>Summary of Agenda Item</i> It was highlighted to the Board that some Safeguarding risks had increased from green to amber since the last board meeting, and what was being done to rectify that..</p> <p><i>Approvals</i> The Board approved the Risk Register</p>
	<p>Affiliations and Resignations <i>Summary of Agenda Item</i> The Board is required by the Articles to approve Affiliations and to note Resignations Of Associated Organisations</p> <p><i>Approvals</i> The following affiliations were approved Club Affiliation:</p> <ul style="list-style-type: none"> - Peregrine Rowing Club, Cambridge - Scarborough Amateur Rowing Club - Senate Boat Club

	<ul style="list-style-type: none"> - Whitby Coastal Rowing Club <p>To Note:</p> <ul style="list-style-type: none"> - Fulham Boys School, The, Boat Club (TL 6) FBS - this club has been removed from the list of Affiliated Members due to unpaid affiliation fees at the end of September 2023. - Westminster, University of, Boat Club (TL 5) WMN - this club has been removed from the list of Affiliated Members due to unpaid affiliation fees at the end of September 2023. - Imperial College School Of Medicine Boat Club (TL 7) IMM - this club has moved from Thames London 5 to Thames London 7 and is now hosted by Imperial College BC. The Regional Chair and relevant Representatives are aware.
	<p>AOB (Advance Notice to Chair c/o CEO) Caversham Land Purchase Opportunity <i>Summary of Agenda item:</i> The purpose of this paper was to provide an outline of an opportunity to purchase some additional land on the Caversham site adjacent to the current Performance Centre that has presented itself and to seek the Board's permission to explore the opportunity further based on the current asking price.</p> <p>Approvals: The Board agreed to explore the opportunity..</p>
	<p>Future Meeting Dates 2024:</p> <ul style="list-style-type: none"> ● Monday 16th September – Hammersmith ● Thursday 5th December – Hammersmith ● Strategy Day: Tuesday 30th April - Reading