



**British Rowing
Limited
Minutes of a
Board Meeting
held on 5th December 2024 at
12:00 Hammersmith**

Present:

Mark Davies (MD)

Alastair Marks (AM)

Tina Kokkinos (TK)

Peter Milhofer (PM)

Nick Hubble (NH)

Clare Briegal (CB)

Sebastian Walker (SW)

Karena Vleck (KV)

Sarah Davies (SD)

In attendance: Rebecca West (RW)

Apologies

Moe Sbihi (MS)

Abbreviations clarification

BREL - British Rowing Events Limited

BRCF - British Rowing Charitable Foundation

UKS - UKSport

SE - Sport England

PCN committee - People, Culture and Nominations Committee

NCC - National Competition Committee

WELCOME & APOLOGIES

MD welcomed all to the meeting.

MINUTES OF THE PREVIOUS MEETING AND ACTION TRACKER

There were a number of corrections raised within the meeting. Subject to the changes being made, the minutes were approved.

Approved

DECLARATIONS OF INTEREST

No new declarations were raised at the meeting

Action Tracker

The action log was approved by the Board

Approved

Decision Tracker

The decision tracker was noted by the Board

FINANCE

Chairs Report from the Finance and Audit Committee

TK gave a summary of what was discussed at the recent Finance and Audit Committee meeting, and outlined that whilst there is still work to be done good progress had been made.

The Board discussed the new finance system (SAGE). AM outlined the need for more training for staff to ensure the system and processes are being followed as best as they can be.

23/24 Accounts Approval

TK, as the Chair of the Finance and Audit Committee, summarised the Buzzacott Audit Report. The Board was asked to approve, and did approve the following:

- Letter of Representation BRL
- BRL Accounts
- BREL Accounts
- A full audit Exemption letter for BREL and BRCF

The Board was asked, and agreed, to support the BRCF Letter of Representation and BRCF Accounts. Further work is required to ensure that British Rowing's donation to BRCF is accounted for properly within the financial year as previously agreed.

Action: British Rowing Finance Team, to ensure appropriate the appropriate treatment of the donations to BRCF is in place

UKS/SE Submission update

The Board was asked to note the Q2 UKS and SE expenditure Submissions. The Board requested that further review of grant funding expenditure and plans is tabled in March 25.

Action: The Executive to produce a summary of UKS/SE expenditure at the end of March 25.

Annual Report

The Board reviewed the annual review document that has been produced, including the financial charts that outline the make-up of our income and where membership-specific income is spent for presentation at the AGM and for publishing in the annual review in December.

It was agreed that further detail would be provided as to the annual movements and details that sit behind those charts

Action: AM to send round to the Board a more detailed version of the financial charts from the annual review.

BUSINESS UPDATES

CEO Update

AM presented the CEO Update Report, which included information on activities related to: Finance Remediation, Review and Future Planning, Staff Turnover, Stakeholder Engagement and AGM. In addition the Board was informed that Katherine Grainger will become the Chair of the British Olympic Association.

There was also a discussion about the plans and agenda for the forthcoming AGM.

Culture Reform Programme Presentation

In order to continually improve the working culture and practices of the organisation an agency (ICQ) has been employed to help us to develop this work. Csaba Toth from ICQ joined the meeting to outline the methodology being used as well as early findings from the culture surveys that have been completed to date.

Governance Reform Next Steps

AM presented a summary of the community consultation meetings focused on improving our governance structures to date. The feedback from extensive consultation was discussed and next steps agreed.

It was agreed that a new Task and Finish group should be established to work with the community to address some of the feedback raised with a view to creating final proposals in early 2025.

In addition other key areas such as a competitions review were also discussed and the feasibility of establishing a group of experts to look at this quickly was agreed to be desirable.

Action:

AM to work with the Chair of the PCN committee to Create T&F group with openly recruited volunteers and Board to co-create future proposals AM to consider the resourcing or a group looking specifically at the future of competitions

Performance Update

LK joined the meeting to give the Board an update on how the Performance Directorate is tracking after the success in Paris, as well as explaining to the Board what the picture is looking like for the future.

The Board congratulated her and the team on its performance over the past cycle and thanked LK for her presentation which gave them assurance on plans for the LA28 cycle.

Affiliations and Resignations

The Board is required by the Articles to approve Affiliations and to note Resignations of Associated Organisations.

The Board asked for it to be noted whether a club is brand new (with new facilities) or a new club rowing out of an existing club's boathouse.

Decision: The Board Approved

GOVERNANCE

Risk and Integrity Committee Meeting

PM, the Chair of the Risk and Integrity Committee, gave the Board a summary of the last Committee meeting.

PM explained that the Safety Audit process and learnings from recent events were discussed during the meeting along with other key areas of risk such as safeguarding.

Governance Statement

PM outlined key changes to the statement following last year. Two key areas were highlighted. Wording changes were agreed around the rights of Company members to ensure clarity on which rights are afforded to Regional Representatives and which are not. Secondly, further clarification on the appointment of a Home Nations director by the Board following a nomination from the Home Nations was also required.

Decision: The Board Approved subject to the changes set out above

Rules of Racing

PM explained to the Board that the Risk and Integrity Committee have asked that any key rule changes are submitted earlier to the Committee in order for them to provide feedback.

There was a discussion within the Board regarding the clarity of how the Rules of Racing are approved.

Action: NH to check whether the Rules of Racing has gone through the NCC

Competition Calendar

Decision: The Board Approved

Anti Doping

The Board was asked to note the Anti Doping paper. The Board noted that the paper was encouraging. However there was a point raised about how we can support clubs around this topic.

MEETING DATES 2025

- Tuesday 4th February 2025
- Tuesday 6th May 2025
- Tuesday 2nd September 2025
- Tuesday 11th November 2025
- AGM Thursday 20 November 2025