



BOARD MEETING
Royal Sydney Yacht Squadron, Kirribilli
Wednesday 15 December 2010 at 6:35pm

MINUTES

Attendees: Bryan Weir (Deputy President), Chris Noel, Ivan Adlam, Stephen Handley, Tim Clare and Christian Renford (CEO)

Visitors: - Andrew Rowley (NSW Councillor to RA)

Apologies: Norma Perry (President) Greg James QC, Joe Zammit, Bronwen Watson

1. Welcome

B Weir welcomed all to the meeting.

2. RNSW Councillors Reports

2.1. RA Strategic Forum and AGM Debrief

The RNSW Councillor tabled a written report to the Board from the 2010 Rowing Australia Strategic Forum and the Annual General Meeting. A Rowley spoke to the report providing further information on:

- i. Council meetings/ teleconferences:
 - These continue to be a good forum for developing a coordinated approach to national issues. To date 3 teleconferences have been convened
- ii. Council and President Dinner Friday 19th November.
- iii. Council Meeting and workshops
 - *High Performance*
 - Andrew Matheson and Peter Shakespeare presentation
 - Funding; High Performance, Participation and Implementation
 - *ROMS*
 - Rowing NSW letter and update on findings and tender process
 - *Community Development Report*
 - Events update; World Championships, Nationals Championships in 2013/ 2014, National Insurance Scheme and National coaches conference
 - *State Discussions*
 - Junior team refunds and Junior selection issues

Action – CEO to write to Rowing Australia and seek an update on the likelihood of the 2012 Australian Rowing Championships being conducted in NSW as scheduled or relocated to Champion Lakes in WA

2.2. Facilities Development Commission Update

The A Rowley tabled a written report to the Board detailing the activities of the Facilities Development Commission from June-December 2010. The Board reconfirmed its support of the FDC's charter to; identify and negotiate sites to develop rowing facilities for existing and new Rowing clubs in NSW, limiting the risk to Rowing NSW and fund the development of the sites without using existing Rowing NSW capital.

A Rowley confirmed that the Burroway Road, Homebush Bay and Chifley Dam, Bathurst projects are the FDCs priority.

Burroway Road, Homebush Bay;

- Draft concept drawings have been received. Meeting with NSW Maritime to table concept drawings on 16/12/10
- Meet with one of the tendering developers
- Likely tenants identified however awaiting finalisation of NSW Maritimes tendering process for Wentworth Point

With respect to the proposed bridge across Homebush Bay, S Handley noted that the Bay is a high traffic area for rowing with 20 or more crews often operating simultaneously. Rowing lanes are 15 meters wide requiring a minimum 2 lanes in each direction plus 10 meters for safe separation. The design of the bridge and therefore bridge arches must reflect this.

Action – Facilities Development Commission

Chifley Dam, Bathurst;

- Negotiations with Bathurst Regional Council (BRC) have progressed. The community and Council are keen to see the development of Rowing in the community
- Site/ compound has been identified Kelso High School is the priority user in the short term
- Kinross Wolaroi have expressed a strong desire to be involved in the facility, and offered assistance towards its development
- All Saints College, Bathurst have expressed an interest in offering rowing to their students.

A Rowley highlighted some of the challenges past and foreseen in the establishment of this sport development initiative. The Board congratulated Ray Green and the CTRA Committee for the incredible amount of work moving this project along. The Board requested that before any financial assistance could be considered, the further assessment of the clubs planning as well as short and medium term viability must be considered.

Action – A Rowley and CEO to meet with CTRC and Bathurst Regional Council representatives in January 2011

RNSW to draft a letter of appreciation to the Council and local community for their support and promotion of rowing in the Central West, and the Central Tablelands Rowing Club.

Action – A Rowley and N Perry

3. Confirmation of Minutes and Business Arising

3.1. Previous Meetings Minutes

Motion: To accept the minutes of the 17 November Board Meeting as true and accurate record of the meeting.

Moved: T Clare Seconded: C Noel

Motion Carried

3.2. Business Raising

The CEO tabled the Board action sheet. The CEO provided a verbal update on the status of pending items to be actioned from previous minutes.

Additional advice was provided on the following:

- B Weir provided a verbal update from the 14 December Transfers Working Group meeting.

Action – B Weir to forward draft recommendation to the Board for the January Board meeting

- The CEO tabled the Umpires Commissions prioritised recommended alterations to the Laws of Boat Racing to the tabled at the February General Meeting.

Action 1 – CEO to forward to the Board electronically for reference

Action 2 - Board to discuss and confirm recommendation at the January Board meeting

4. CEO Update

4.1 CEO Report

The CEO report was for December tabled. This report summarised the activities of RNSW programs and initiatives from the period 11 November to 10 December 2010.

The meeting spoke further to the following section of the CEO Report:

A. Joint Management Committee

- Due to the level of misunderstanding amongst states and clubs, RA are proposing to amalgamate the NTID and NEDP programs. The draft proposal as tabled by RA will require increased financial commitment from NSWIS and the NRCE. RA would like to see the creation of an Elite Development Coordinator that would be responsible for the NTID and NEDP programs in NSW. Specifically the position will add much needed support for the NSWIS Rowing Manager and Head Coach. It is likely this position will be employed by the NRCE and based in NSW. The salary will be such that it will attract a suitably qualified high calibre individual.
- Impacts on, and considerations for RNSW:
 - Reallocation of \$30,000 NTID funding to the Elite Development Coordinator
 - Coordination of the State Teams Program
 - Funding shortfall to RNSW Development Officer position
 - Sport Development projects, new and proposed.

- A small working group has been established to address the proposal in more detail, specifically the job description, reporting, and financial ramifications
- Any decision in this high performance / elite development sphere, should not be done at the expense of current and proposed sport development initiatives of RNSW

Action – CEO to resend job description of the RNSW Development Officer to the Board

B. Schools Development Camps

- 30 boys 20 girls attended the 4 days of development camp.
 - Boys camp boats supplied by UTS and SUBC.
 - Girls camp boats supplied by UTS and Nepean RC.
- Clubs coaches attendance - Steve Luker (UTS) spoke to the boys and Nick Garrett (Mosman RC) spoke to the girls both about continuing rowing after school.
- Matt Ryan and Cameron McKenzie-McHarg should be congratulated for the amount of work contributed to the camps success

The CEO confirmed that a copy of this December report can be distributed to clubs on request.

Motion: To accept the CEO Report as presented.

Moved: C Noel Seconded: T Clare

Motion Carried

4.2 Finance Report

The CEO presented a detailed report on the management of accounts to 30 November 2010 and highlighted the following items within each business unit:

- Administration – limited income and expenditure activity within the November reporting period. Historical trends and conservative budgeting can be attributed to year-to-date income being ahead of budget forecast, and expenditure less than forecast.
- Operations – regatta income is down against budget forecast. This could be attributed to variations in the monthly forecasting and slight decrease in seats raced through the reporting period (refer 4.3 - Supplementary Operational Reports). Further analysis of the regatta budget module is being conducted by the Finance Officer.
- Development – increase in expenditure resultant from Schools Development Camp. Income received from camps activity in early December.

The CEO provided the following additional information relating to the management of accounts:

- The strategy employed to redress the management of the associations aged receivables has been successful.
- Over 12 schools have elected to pay their seasons seat fees in advance. It is envisaged this is a service that clubs may wish to take up for the 2011/12 season.
- The Director of Finance, CEO and Finance Officer have met and confirmed the following dates for key milestones in preparation for the 2011/12 financial year.
 - February Board meeting
 - Forecast for the remainder of the 2010/11
 - Membership and club affiliation rates review

- 14 April: Director of Finance CEO and Finance Officer budget review.
- 22 April: Governance & Audit Commission reviewed Budget/Docs for Treasurers Meeting
- 4 May: Club Treasurers Meeting.

Motion: To accept the financial statements as presented.

Moved: S Handley Seconded: C Noel

Motion carried

4.3 Supplementary Operational Reports

The CEO tabled the following supplementary operational reports:

- 4.3.1 2010/11 Membership statistics as at 10 December (5 year historical analysis)
- 4.3.2 Regatta Statistics and Regatta Entry Comparison –Nov to Dec 2010

5. Board Matters

5.1 Association Insurance

At the 2009 RA AGM, RNSW agreed in principle to support and actively engage in the National Insurance Scheme lead by Rowing Australia. The tender process for the National Insurance Scheme resulted in the appointment of [Willis Australia Limited](#). The CEO tabled a summary of the estimated savings to be realised by our contribution to this national program.

The CEO confirmed that that the national scheme provided by Willis is of equal or better level of coverage to the policies presently provided by WWSI.

The Director of Finance and CEO noted they are currently reviewing the positive impact of this outcome on the 2011/12 budget and likelihood of providing personal accident insurance at no additional cost for all members and alignment to membership categories of RNSW for the 2011/12 season.

The Director of Finance and CEO further noted all affiliated Clubs, Associations, and their affiliated/associated Clubs and all registered Members, Officials and Co-opted Volunteers and covered by RNSW's Public & Products Liability (including Professional Indemnity) policy. It is believed that several clubs may be "double insured" taking out additional coverage for Public & Products Liability when covered by the RNSW Policy.

5.2 Boat Race Officials

The ongoing inability to adequately recruit, and provide trained BROs for any NSW regatta is unsustainable, at times resulting in compromised safety and fair conduct of regattas.

The CEO noted that a new strategy must be developed to recruit, train, manage and retain Boat Race Officials, one that is not a revision of existing unsuccessful initiatives. The CEO tabled a discussion paper outlining the current challenges being faced, highlighting an example initiative that deviates significantly from this current recruitment, retention and funding policy for Boat Race Officials.

The Board confirmed the formation of a small working group of the CEO, I Adlam and C Noel to determine further options for and amendment to the current strategy.

Action – CEO to table discussion paper at the January Board meeting

5.3 RNSW Hall of Fame

At 6 December 2010 NSW Union of Rowers Committee Meeting it was suggested that RNSW should consider establishing a Hall of Fame to honour and perpetuate the memory of those who have made our sport great over the decades.

Any such Hall of Fame would be additional the recent clarification of the criteria surrounding Life Membership and Distinguished Service Awards. The Board agreed to consider establishing a 'Hall of Fame', noting this should be considered a long term project.

Action - Honours Committee to review in more detail and identify exactly what establishing a Hall of Fame means for NSW

Meeting closed – 9:10pm

Next Meeting – 19 January 2010 @ 6:30pm - Via teleconference
 – 16 February 2011 @ 6:30pm - Royal Sydney Yacht Squadron,
 Kirribilli