

Chairman's Report

Title	Chairman's Report for period of 19 December 2005 to present
Author	Martin Humphrys
Date prepared	16 February 2006
Action required	To note and decision required

TO NOTE:

- I have regrettably been ill on a number of occasions since the last meeting and thus not always able to attend events that I would have liked. That said I was able to attend the Emmanuel School Boat Club Dinner to celebrate their 50th Anniversary of the PE win.
- I apologise for my absence this evening but I am attending the Waterman's Dinner with the CEO of the PLA and Chas Newens.
- I attended the NDC meeting in Worcester in January which went well and the Committee backed the proposal to extend the registration numbers on boats throughout the regions to be introduced as and when required and to make this an ARA rule.

DECISION REQUIRED:

- I believe it is time for us to have our two representatives on the Implementation Group report back to Council on the progress so far – I am to have a separate meeting with the Chief Harbour Master to be brought up to date but I feel that it is essential that those we have delegated to represent us should report back to ensure that we feel they are on line and thus **I would like Council to make the next meeting a report meeting for Bill Mitchell and Chris George to attend to report on progress** and indeed be questioned by Council. Bill already has agreed to this and I am sure Chris will have no problems as he has to be in attendance anyway.

TO NOTE:

- I attended a meeting of the National Competitions Committee which was in itself an interesting experience and my presence was such that in the Minutes it indicated I was never there.
- The situation with regard to the Reading and Oxford inquests is reported extensively elsewhere and is currently taking up a considerable amount of time of all concerned. As I was unable to attend Council last week as I was ordered to stay at home I am grateful to Neil Jackson for his concise report which went to his clubs. Clearly it is essential that everyone where possible allows those tasked with dealing with these matters to do so and I would recommend caution to everyone from sending out e-mails and comments unless strictly necessary.
- A Group have recently met with the Boat Race Organisers and are continuing a dialogue to ensure as much information as possible is available to our Clubs and I am grateful to Liz for all of the positive suggestions made to ensure the information gets through. In future all communication on behalf of the Council with the Boat Race will go through this small sub-committee which consists of Liz Wray, Andrew Russell and myself.



Honorary Secretary's Report

Author	Andrew Russell
For period	19 December 2005 to present
Date prepared	15 February 2006
Action required	To note and Action Required

- Located or amended minutes for 2005 meetings before the AGM to "final" state and published on TRRC website. Exec members and ARA already had copies.
- Welcomed new TRRC members (Jill, Andy, Emma). Updated @thames-rrc.org e-mail system, TRRC website, and TRRC internal contact list appropriately. Informed ARA of updates to make to their website.
- Continued to build relationships with members of the ARA office, and members in South-East River and Eastern Rowing Councils, especially with regards to my representation of London-based rowing on the LSF and LFSOR.
- Received several photos and/or bios (thank-you!), and updated TRRC website accordingly.
- **Action Required: Please submit photos and/or bio for website to myself or Liz.**
 - PRESIDENT (Margaret Adams) photo
 - TREASURER (John Chapman) photo
 - UPRIVER (Judith Packer) bio
 - UMPIRES (Chris Sprague) photo and bio
 - CDO (Sarah Birch) photo
 - DIV 12 (Peter Moore) photo and bio
 - DIV 17 (Jill Cobbett) photo
 - DIV 18 (Neil Jackson) photo
- Replied to Bowel Cancer letter as per last meeting
- TRRC Exec Action Tracking: Started building list of outstanding actions
- Constitutional Review: no progress to report.
- Contacts Database: started to update the "database" of contact details for TRRC "members" (clubs and events). Original version is based on the 2005 Almanac and forms returned to the TRRC from clubs and events. Plan to distribute the data out to DivReps to provide updates.

Competitions' Calendar Co-ordinator's Report

Author	A. J. Evans
For period	19 December 2005 to present
Date prepared	15 February 2006
Action required	To note

- Assisted the "Scullery" Group in establishing the new National Junior Sculling Head at Henley. Couldn't make all their meetings, but have given advice as and when needed.
- Attended Nat Comp'n C'ttee meeting on 22/1/06.
- Attended ARA Council meeting on 11/2/06

Regional Water Safety Adviser's Report

Author	Chris George
For period	16 December 2005 to 14 February 2006
Date prepared	14 February 2006
Action required	To note and Decisions Required

To note

Club Water Safety Audits 2006

- Not surprisingly, it has taken the OARA boffins somewhat longer to get this up and running than I last stated. A final text has been agreed after much debate as to the format of the new on line audit and I am pleased to say that 90% of my "suggestions" for the new audit have met with the approval of the NWSsCommittee and are, or will be, on line as you read this. The plan is that every club will be written to giving them a date by when it has to be done, that this date will be soon (to allow for early affiliation prior to the Head entries). Affiliation is only to occur after completion of the online audit. This will concentrate the minds of Clubs as they put in Head and early regatta entries. I intend to publish a list of all Clubs that have applied on line either on the ARA website or ours so events can determine what entries come from affiliated clubs and what are from not-yet-affiliated clubs! It is likely that the period for affiliation on line will be 28 days. A copy of a DRAFT of the form can be supplied for any CWSAs that may wish first to prepare 'off-line'. I reproduce, again, the letter below in explanation, below.

IMPORTANT NOTICE TO CLUB SECRETARIES & WATER SAFETY ADVISERS
Club Water Safety Audits for 2005

Along with your affiliation fee, the forthcoming Water Safety Audit from your club will be required to confirm affiliation to the ARA.
The 2005 Club Water Safety Audit has been designed for completion online through the new Online ARA (OARA) system. It is intended not only to make the audit process easier, but also to increase the level of feedback you receive. When you submit your audit on line your Regional Water Safety Adviser will automatically be informed. Your club will also have a permanent online record available, which will be accessible at any time.
It is hoped to give all clubs access to the new OARA site by the beginning of 2006 and when this happens the deadline for submission of your safety Audit linked to confirmation of your affiliation will be announced.
As there have been some important adjustments to the audit questions you are asked **not to submit your audit on last year's Water Safety Audit template**, but wait until your club has been given access to the new OARA site.
Stuart Ward - ARA Hon Water Safety Adviser

- Received after requesting data on audits from Sir William Borlase a club that has moved to new premises

To note

Tideway

- I have received the usual reportable accident reports but many, particularly from the Upper Thames clubs are **still** sending reports to the ARA instead of to the Region.

Action/Decision

Perhaps a note in the next newsletter?

- I have attended the quarterly meeting with the Harbour Master [David Foster] and the PLA liaison Officer [Alex Brown] on 9th February and not in January as previously reported as being the intention. We discussed 23 "reportable" (some were designated "reportable" wrongly and should have been on near miss forms) and about 10 other near miss forms. The general conclusion was that navigation is getting a bit safer but we need to self-police much better to improve those that still don't understand or abide by the navigation rules. Statistical data can

be forthcoming when we have access to the data from previous years, which I am seeking to obtain.

- Concerning the serious allegation of baulking by two scullers of a motor cruiser reported last September, which, on investigation, I found not substantiated, I have thanked Jonathan Cline who provided the legal opinion and expressed Council's appreciation with a case of Redhat Special reserved wine. (Expense claim to follow soon!)

Action/Decision

I suggest we invite him to the next AGM or any Regional "meet the Officers" do that we next have and thank him in person. He saved the day at next to no cost.

- As a result of this incident Neil Jackson proposed a document to act as a Concordat or Protocol for the way in which the PLA and the Region operate any "policing" of the new Code of [Navigation] Practice. This was a lengthy document and was very carefully and extensively worded. I was able to circulate drafts of this to Bill Mitchell, Neil and our inimitable Jonathan Clyne who offered, once again, to look at it and re-write it. I declined his offer pending showing the document to the PLA in February. I was able at that meeting to explain directly to the Chief Harbour Master Rear Admiral Bruce Richardson in person the reasons why we were unhappy with the original PLA response and this had a very interesting and, in my opinion, beneficial effect. He suggested that he take it away and that the PLA write a simplified "Memorandum of Understanding" based on it. I am very happy with this proposal as it keeps the issue simple and friendly but is there in writing. I do intend regardless, with Council's consent to have the lawyers look at it before we accept it. The main purpose of the document is to define who is responsible for what and to stop any repeat of the appalling pre-judgement that occurred on this occasion. I intend that NJ as originator will have input.
- Liaised extensively with Oxford and Cambridge representative Howard Jacobs about navigation and other issues,

To note

Non-tideway Club complaints

- A problem has arisen whereby non-Tideway Clubs have gone out without ID. At present we have no power over such clubs other than to write to their RWSA and ban them from any of our events. Are the Events willing to support the region to do this? Fortunately following the Council meeting on Saturday last it is to be an ARA Rule (not a rule of racing) but that does not come into force until the 1st April 2006 (I think). It is also only restricted to ID.

Proposal:

We need to develop a disciplinary procedure that can be applied to all clubs that are not in our region who disobey our requirements. I can envisage navigation and lights as being the main issues.

Action/Decision

See later under discipline the proposals for action. *We will have to get national approval to fine clubs from other regions.*

To note

Boat IDs

- Most Tideway clubs have now got these on. There is still a need for improvement. One extremely good club, who are most conscientious, still needs to upgrade launches to a three digit number and have not, despite reminders, Two clubs were seen last weekend with no ID at all on a single sculler – on asking the person, one said "I have had a bad back and it is only my first outing since last year" – the other said "its not my boat I borrowed it"! The message is that CWSA must de-rig all non-compliant boats and captains must sort this out. Less obvious was a wooden sculler not identifiable name "Titan" because the ID was in gold lettering on a

wooden boat and invisible from more than 10 m. This simply does not comply to the “contrasting colour” requirement.

Action

CWSAs must recheck that the readily visible requirement is there.

To note

Rowing Risk Assessment Implementation Group (RRIAG)

- With Bill Mitchell, I attended the fifth and sixth meetings of the working group with Rear Admiral Richardson on the 20th January 2005 and 9th February 2006. The meetings are productive and a draft Code of Practice is well on the way. Some important actions are required (with dates for completion) that flow from these meetings: 1) launch licence to speed implementation, 2) discipline procedures by the TRRC for non-prosecutable (or chosen not to prosecute) offences, 3) the definition of an “event”, 4) lighting of launches,

1) Launches

Background

The PLA allow a coaching launch to exceed the speed limit of 8 knots under special circumstances and have a system of assessment of suitability of launches for this purpose. It has largely fallen by the wayside and most club launches no longer have a licence given by the PLA to speed over 8 knots. The PLA propose to devolve to the TRRC the registration of any coaching launch with *one or two persons* and retain the registration (for a fee) of any with three or more.

This means we have to set up a registration scheme for ALL such launches for permission to “exceed the 8 knot speed limit”.

Please note *at present* that this is not a permit for the launch itself – anyone can own a launch and coach from it PROVIDED THEY DO NOT EXCEED THE SPEED LIMIT **This is an opportunity to get to grips with a real, increasing problem of launches on the tideway and their inconsiderate masters. I propose:**

Action/Decision

- 1 That a **sub-committee be set up by Council** to consider the matter consisting of Bill M, Chris G, and the divisional reps for the lower Tideway Clubs 19 (Paul L) 18 (Neil) 17 (Jill Cobbett) 16 (Ken W) [all but Jill have replied and agreed] or if these individuals cannot serve they should propose representatives to be considered by Council. Such representatives should be selected from persons with considerable launch driving skill and experience.
- 2 That this committee be mandated to consider and make a preliminary report on the principles and the likely time scales for implementation (as requested) within 2 weeks of the date of the meeting and to (so as to enable the RRAIG to be appraised of the findings). **The PLA are pushing to implement this by May.**
- 3 I suggest that we decide and agree WHO keeps the register (this may
 - a. be a **professionally paid person or entity available at all times** or
 - b. an **individual on the TRRC**) and
 - c. how and **where it is published** (obviously the TRRC website)
- 4 **Agree in principle (not detail) that this Sub-committee is to select the criteria** for the application for an exemption speeding licence and thus the information required to be sent on the application form e.g.
 - a. an electronic photograph (essential) of both sides
 - b. Confirmation that it has been fitted with the approved Navigation lights (an existing PLA requirement) and single pole light of the right height (a new one)

- c. its dimensions - beam, length, and draft with 100kg and 200kg on board and hence the volume of the boat
 - d. its shape (to be defined - flat bottomed - chined - bow shape –
 - e. its inherent buoyancy if swamped
 - f. Its approximate weight plus engine
 - g. the size/power of engine and engine number
 - h. its make
 - i. single hull or cat
 - j. Etc
- 5 **Agree in principle that it is for the sub-committee to consider conducting one-off tests using EA qualified or similar persons with similar expertise (so it cannot be challenged) with all "standard" type makes along the lines of the tests done by the EA to determine the wash made at the two chosen weights (100 and 200kg) to determine the question "Is this a one person or a two person suitable launch?" and allocate it as appropriate on the basis of the data sent on the application form.**
*There will be a right of appeal **specifically on this issue "Tideway Launch Licence Appeal"** subject to an actual test (with wash sticks a la the EA test) at low tide on a calm day*
- 6 **Agree in principle that to have compulsory testing and re-appraisal of any boat about which frequent, regular (to be defined by Council) complaints are made and for such a boat to be re-graded as; 1) unsuitable under any circumstances (unlikely); 2) downgraded from two persons to one (most likely)**
- 7 **Agree in principle that ALL boats that wish to be exempt from the 8 kt limit (ie to have a licence to speed), be they from this region or any other region, *must* apply to be on our TRRC register. This, therefore, means that the proposal will have to go to the NATIONAL water safety s-committee and to Council for approval for non-Thames RR Clubs and non-affiliated (thru any region) clubs such as Nautilus and the ARA boats and foreign (unlikely but needs to be covered – SARA and WARA and ?other countries).**
- 8 **Agree in principle that it is likely that as some Clubs will take the view that they will go on the water regardless and simply not exceed the limit and try to "get away with it". Any boat coaching **MUST have an exemption certificate to comply with the TRRC requirements.****

2) Discipline and sanctions

The PLA are concerned that we have appropriate disciplinary sanctions in place to control bad behaviour e.g. bad navigators, no lights or inadequate lights, swearing etc. within our Tidal waters. Your RWSA is concerned with Clubs that don't reply to emails on safety matters and who don't provide audits on time. We have "ultimate" sanctions against clubs but there is a need to simplify discipline on minor matters without going through the whole gamut of the disciplinary procedure which is part of the 'Non-audit' return action but applies to any form of discipline. It is a long-winded option involving writing letters waiting for a week and then a Council meeting

We need to establish a shorter sharper system of "yellow cards" and smaller "fines" to be administered by a "Tideway Behaviour Committee" or the like. This can be the same committee as the Launch committee or, better still, a separate one that is wholly independent and with a couple of lawyers on it if possible. 'Fining' is negative and to be avoided unless we have a really serious point to make. Other sanctions can be an optional fine or time off the water for the club or rower concerned. My suggestion of an Affiliation fee rebate was too complex and I have left this to another section of the report as it crosses too many boundaries.

There is a subtle matter of principle to be noted. The discipline procedure has, at step one, the need to write a 7-day warning letter to ask the club to rectify the problem as a first step. This is not a problem but there must be acceptance that in all but the most serious cases it is done by email. There is no current mechanism to issue a "yellow card" followed by an automatic fine on the second offence. Any such yellow card would have a life time issued with it depending on its severity, A serious yellow card life would be all season and a lesser one, say three months.

I have in mind at present three or so clubs to be given "yellow card" letters for consistent poor navigation and, if there is a repeat, a fine to be imposed in the case of further failure to obey. I suggest £10 to start with so the club has the easy option to pass it onto the individual.

Action/Decision

Set up a "Tideway Behaviour Committee" or the like. This can be the same committee as the Launch committee or, better still, a separate one that is wholly independent and with a couple of lawyers on it if possible. The committee to establish a shorter sharper system of "yellow cards" and smaller "fines" to be administered by itself at the request of any complainant (but in practice mostly RWSA).

3) The Definition of an event

- Please be aware that the PLA are considering defining an event. This will have an implication for clubs that hold trials with large numbers of boats or clubs that have private matches with another club

4) Lighting of coaching launches

- Coaching launches are required by the current law to have proper navigation lights if exceeding 8 knots. This is due to be enforced. Also to be enforced will be a (yet to be defined) minimum height above the drivers head white light pole.

Rowing Risk Assessment Implementation Group (RRIAG) con'td.

- Following numerous "observations" on the siting of the Surrey Marker buoys for the Fairway by the Mile post the PLA have moved this out by 15 m or so
- Liaised with Alex Brown to produce Chartlets for guidance on these buoys
- 7 more buoys are to be put in as per NTMU2 2006.
- The PLA expressed great appreciation of Council's offer to pay £265 for a trial light for one of the buoys following acceptance by the Chairman on your behalf of my idea on finance in my email of 13/01/2006 15:45.
- Went up with Bill Mitchell in a launch at predicted low tide on 17th Jan 2006 (thanks to TRC for use of launch) to survey all the banks for the new buoy positions proposed by the PLA RRAIG and to film the debris noted under the Surrey arch. Produced some nice Avi's to show the HM and as a result the Driftwood was sent and has now removed two skip loads and the arch is now navigable. Some more work still to be done.

To note

Events

- Liaised with Hon Calendar Sec
- Received notice from TSS that the TSS scullers and Vets head will not take place this year
- Liaised with Alex Brown and Sarah Gardiner and others about signage and boat mooring for warning signs for certain Tideway Regattas
- Applications have come from events. Approved are new Events, the National Junior Sculling Head at Henley and the Thames Valley Head Trial (at Dorney). Established events approved are: Hampton 4 & 8 head, Henley 4 & 8 Head (all applied to me nice and early – thanks), worked with the President MA and Tony Reynolds (Event Chairman) by attending meeting with M Levy and Tony to re-jig the Hammersmith Heads ('Women and Junior' and 'Men') and

approved this. The PLA liaised on this with an explanation of the letter approval procedure for all Tideway events. Approved the established Private Matches – the Remenham, United Hospitals Novice Regatta and heads under a special “agreement” with Chris Llewellyn National Competition. Some in the pipeline e.g. Burway, Reading, the HOR, Vesta Vets, Molesey Vets – some still to apply e.g. WHOR, Kingston etc

- Following the meeting of Council they approve the rule change that ‘Private Events’ (i.e. ANY event where more than four clubs participate) MUST now seek the consent of (in practice inform) the National Competition Commission for their date. In practice, this means that the Chairman will check the date and inform the Region of the event and it is up to the Region to ensure the event complies with the insurance regulations and other requirements of this rule of racing (due to be in force 1st April). This applies to such events as the Remenham, the UL Allom Cup, all the (London) Hospital regattas and heads and bumps, certain informal regional School meetings known to have taken place at Dorney and, presumably unless otherwise stated, the Oxford and Cambridge bumps races. Interesting times!
- Peter Blaseby of Marlow is starting an initiative to get cover for Marlow events from the individuals from HWSAC who have done so in the past. However they are a small number and they have found it difficult to give up a lot of their time for rowing events as well as actively diving at weekends. He suggests that this such an important issue that TRRC should be proactive in getting a register of approved (NB we will NOT approve – merely provide a list) rescue organisations. I have always used HWSAC except on one occasion at Dorney when the Old Windsor Lifeguards provided one boat which was not satisfactory. None of us should ever be complacent and organising some ‘Regatta Rescue Training’ is something I think that TRRC could do. There is no reasons why non-racing members of clubs can’t be used, as long as they are suitably trained. What do you think?

Action

Council to consider and report back directly perhaps via Umpires Commission rep?

Incident Log Book Summaries

- I am still awaiting the programme for electronic processing of these, which I hope to get OARA to take on.

To note

National Water Safety and Working Group

- Attended the Water Safety Working Group. For two all day meetings. This group is a sub-committee of the NWS sub-Committee and meets about monthly to thrash out details of water safety for the full committee.
- Attended the full committee on Sat 4th Feb 2006.
- The main emphasis of these group’s work was to promote leaflet production on all the issues relating to the second Coroner’s report on Leo Blockley and the Letter from the Reading Coroner. The issues covered were many and various and will be minuted by the NWSA Stuart Ward and by Council where these issues were discussed at length. It is my *personal* opinion that the three *major* issues we have resolved or are in the process of resolving are as follows in rough order of importance:
 - 1) first and by far foremost the Capsize /swim/ hypothermia test being developed by the Coaching Commission as part of the Level 2 UK Coaching award. I was able to comment and alter aspects of this having taking into consideration the information on hypothermia on Dr Blockley’s site and have this put up on the ARA Website as a matter of urgency. At Council I was able to ensure that this was appended to the WSC so that it would serve both as education and safety document. Furthermore I as able to get Council to agree that this document was open to comment from anyone and that we could thus in the WSWG get as much expert opinion as possible.
 - 2) retrospective buoyancy to non-inherently buoyant boats. It was agreed that we would disseminate how to do this and make it strongly recommended in our guidance that this be

done. It is my intention to recommend that the Region make it a regional requirement that no boat goes out on any regional water where there has been any history of swamping without such buoyancy. This should not be necessary if proper risk assessments are done but can be enforced by events.

Action/Decision Proposal

Events and the Region to make it mandatory for all boats to be inherently buoyant in Tideway and any other water where swamping from bad weather etc can take place now matter how rarely. Events regardless of water conditions at the time to comply. (This is contentious and will require discussion and maybe a sub committee to look at how it is done)

3) personal buoyancy aids (pdf) for all adult novices until passed swim test or capsize drill.

Safety Enquiries

To note

- Handled enquiries about water temperature measurements in risk assessments from Windsor Boys School

To note

Steering Certificates

- No work done on this group since my last report.

Affiliation fees

Many other regions charge an Affiliation fee and there are considerable advantages to us doing so. Perhaps in order of merit (?) they are:

1. It will make Clubs realise the region exists and has the power to levy a fee
2. That will perhaps make them sit up and take an interest in the region to the point of sending along representatives to our meetings to see what we are doing with *their* money now we are taking it off them
3. And, lastly, the point at issue we can give generous REBATES of the affiliation fee to all those clubs who have behaved and cooperated in the year. Ideally, (and this is the idea) such a rebate can be up to 100% for a well-behaved club.
4. In effect this is a collection in advance of fines which if there is none will be rebated at the end of the year.

Action/Decision Proposal

Next year I suggest we have an affiliation Fee which is based on the size of the Club's ACTIVE rowers (to be submitted by them well before the Council meeting or to use the ARA data) and which is pretty nominal for a small club say £10 – 20 and no more than £500 for a large club such as London or TRC. That is likely to be less than 0.5% of T.O.! It should be a requirement that this is done electronically if possible to keep costs down and, if necessary, administered separately by a selected volunteer before being handed to the Hon Treasurer.

Chris George RWSA

Division 11 Representative's Report

Author	Andy Weekes
For period	To present
Date prepared	15 February 2006
Action required	To note

- Rowing remains very active in this division.
- Clubs have both Junior and Senior waiting lists for people wishing to learn to row.
- The five open events within the division remain as last year although the Abingdon Head date is now moved to the 23rd April so making a local weekend of racing with the Oxford City Town Bumps on the 22nd April.
- There is serious concern of the amount of river traffic at certain periods on the Isis and Godstow stretches of the Thames. The amount of crews and scullers, plus the other river traffic, makes the chances of a serious incident extremely likely sooner rather than later.
- A meeting is at present being convened with the interested parties to try and control the situation. The matter is now also being compounded by a "Go with the flow" scheme to encourage even more to take to these already crowded waters.
- The Environmental Agency are very active in the area checking boat licences and will not give the past grace of allowing none licensed boats to obtain the license without financial penalty.

Andy Weekes

Division 13 Representative's Report

Author	A. J. Evans
For period	19 December 2005 to present
Date prepared	15 February 2006
Action required	To note

- Prompted Sir Wm Borlase's School to submit Safety Audit to TRRC Safety Adviser;- they are temporarily "homeless", and currently being housed by Upper Thames Sailing Club at Bourne End, and will require a new "home" when sailing starts, at about Easter time.

Downriver Representative's Report

Author	Jim Harlow
For period	19 December 2005 to present
Date prepared	15 February 2006
Action required	To note

Environment Agency licences for Tideway crews racing on stretches of water that require boats to carry EA licences.

Our last newsletter highlighted the need for Tideway clubs to have EA licences when they race away from the Tideway.

Having looked into this for my club this proved to be extremely complicated and expensive.

The situation with regard to licences is that the tideway clubs are the anomaly in the boat registration system operating in the UK. All boats of whatever shape or size are required to have and exhibit a licence to allow them to navigate on the canals and rivers in this country.

Tideway clubs should therefore get EA licences for each of their boats when they race away from the Tideway.

There are 2 problems with this.

Firstly, some events provide licences for competitors but few publicise this and no list of regattas that do or don't provide licences exists. I have got the contacts of the regions event secretaries from the ARA and have E-mailed them so that I can create such a list. This will enable Tideway clubs to find out if they need to provide licences themselves or not for each event.

Secondly, if it is the case that few events provide EA licences then the cost may be prohibitively expensive for Tideway clubs. If this is the case I think we need to come to some arrangement with the EA (as the British Canoe Union have) whereby clubs can buy an annual licence to cover all its' boats. The current day ticket system for visiting boats is complex and expensive.

Richard West represents the ARA on the EA Working Group and has kindly offered his help with dealing with the EA.

Water quality of the Tideway

The Putney MP is keen to meet and discuss water quality but actually getting her to commit to a date is proving very difficult.

Division 16 Representative's Report

Author	Ken Williams
For period	19 December 2005 to present
Date prepared	16 February 2006
Action required	To note

- 1. Royal Veterinary College BC has been transferred from Div 16 to Div 17 as it is a constituent college of the University of London.
- 2. Mooring Buoy recently stationed above Brentford Dock. To my knowledge there have 3 incidents involving this buoy - 2 singles and eight. Obviously, all 3 boats should have well clear of this buoy had they been strictly adhering to the Navigation Rules.
- 3. From my own observations and anecdotes from others, there is still a long way to go to persuade/educate rowers to abide by the Navigation Rules.

Ken

Division 17 Representative's Report

Author	Jill Cobbett
For period	To present
Date prepared	16 February 2006
Action required	To note and Action Required

- Obviously, new in post and really trying to bring standards up.
- Relations between ULBC and Colleges have in the past been not so good and currently we have 8 clubs working independently of each other.
- We are having regular Boathouse User meetings and I'm trying to bring in a system where the first clubs to arrive report to the office and make a risk assessment of the water, weather, etc and this information will then be displayed in the boathouse for all colleges/athletes to use. It may be basic instructions like 'Today boat with your bows towards Brentford' etc, giving details of tide turn time, lighting up time, Flood or Ebb tide, and any current info we receive from PLA. The recent info from them I post all round the club, eg we have the buoys in now and the Yellow cages. All have been advertised. And I'm the link to the PLA which they have never had before.
- Allom Cup will probably run in April, dates to be confirmed and circulated.
- Bumps dates are 24/25/26 May.

ACTION REQUIRED:

- I am having a boat clearance from our outside racking and would be grateful if Div reps could let their clubs know as any unclaimed boat will go to the dump on Friday 10th March and we have a few private looking singles that are not claimed and may well belong to ex ULBC members.

Jill

Coaching and Development Officers' Report

Title	CDOs' report for period of 19 December 2005 to present
Author	Sarah Birch and Simon Blackburn
Date prepared	14 February 2006
Action required	To note and Decision Required

Simon Blackburn:

DECISION REQUIRED:

- CCDP Funding**- Enclosed with this report are some reports on clubs that have expressed an interest in applying to the community Club Development Programme (CCDP) for funding for capital projects. We collect this information about clubs and should the ARA facilities panel approve the application, work with the club to develop a full application. As part of this expression of interest stage, **the RRC is asked whether they are content for the application to be submitted.** Please note that we are not asking you to judge one project against another or prioritise any projects – we just require confirmation that you are content that the club does what it says it does and could do what it says it will do. An advantage of this stage of the application is that it will keep the TRRC up to date with what clubs are planning as regards facilities. CCDP reports from Walbrook RC, Marlow RC, Falcon RC, Goring Gap BC.

TO NOTE:

- It may well become the case that, should there be many similar applications in the region in the future, the TRRC will be asked to prioritise some projects over others. With this in mind we wonder whether you should include a question in the next regional newsletter, asking clubs to contact their Divisional Rep if they are considering any facilities work before 2009 (i.e. in the lifetime of the current Regional Forward Plan). This information could then be compiled and used in the future to prioritise clubs that have planned their developments over several years and have kept the Region informed of their intentions. It could also be used to encourage clubs to work together if appropriate.
- The **TRRC 2005/6 seminar series** has two events remaining for which I would appreciate assistance publicising. The first is called "**Applying British Rowing Technique**" on Sunday afternoon, 5 March, at London RC. This is a six hour coaching extravaganza and features Robin Williams and Rod Mclean (GB physio) talking about rowing technique and how to achieve it. Places cost £30 and application forms are available on the TRRC website. Costs and revenue are handled by the ARA centrally so there is no impact on the TRRC's budget.
- The second event is an evening seminar on **coxing in a head race**. This is on the evening before the Women's Head of the River but will be equally beneficial for coxes at the School's, Vet's and main Head of the River races. The evening will cost £3 for ARA members and will be at Thames RC.
- So far, the 2005/6 season of seminars has included 9 events and made a loss of £465.40. Please see the table attached for more information. Comments on how to proceed in 2006/7 would be welcomed.
- The CCPR is running it's 13th "**Sports Club of the Year**" Awards, for clubs which: encourage more people to take part in sport or recreation and sets standards to which other clubs aspire to; have a proven track record in working with schools, local authorities and other community organisations; have high standards of good

practice, safety and governance. Clubs interested in entering should contact Rosemary Napp at the ARA as soon as possible.

- A couple of clubs have mentioned to me that it would be incredibly useful to have a (robust) single scull permanently stored at Putney Leisure Centre, which is the venue many clubs in Divs 15 – 19 use for their capsizing drills. The Leisure Centre have indicated to me in the past that they would probably be able to find storage space for a boat, so this could be relatively easy to arrange. I would be grateful if the appropriate Div Reps could contact their clubs and see if they can get people to put their heads together to try and create a mutually beneficial solution.

Sarah Birch;

TO NOTE:

- **World Rowing Championships Club Legacy** – work is continuing with the 5 clubs nominated by the TRRC. The group (Iain Edmundson, Simon Blackburn, Sarah Birch) met with each club individually and then held a meeting with all the clubs to enable them to share ideas, problems and good practice. Some of these clubs are now in line for some potential CDDP funding and we will be continuing work to help them resolve development issues that have been highlighted. The **main focus of the legacy group** is to encourage and support clubs to be in a position to welcome the expected influx of interest in rowing that is generated by the World Champs. To this end, the next stage, is for the CDO's to begin writing a club guidance package using the information we have gathered. This will include guidance on club management, development and running learn to row courses. The plan is to launch this package in June so that clubs can use it to organise courses for Sept 06. Prior to this we will be inviting all clubs to consider whether they are ready to take up new members after the WC and how they might be able to develop and be in a better position with our support.
- **Young peoples legacy-** (working with Charlie Caroe and Nigel Weare) Over 130 schools and 300 extended schools have now been invited to join the 'adopt a nation' scheme for the World Champs. To date, 33 have signed up and this is increasing all the time. Schools that sign up are being offered guidance on curriculum work based on rowing and their adopted country. Later we hope to set up some interaction between groups and the athletes of their nation via the website

A number of Scout, guide, and brownie groups have also signed up and we are looking at ways to encourage them to use rowing in their badge and challenge systems. Over the next couple of weeks, I will be visiting members of the Berkshire Association of Clubs for Young People in the hope that they will join the scheme. It is these non-schools groups that we will be targeting to invite to come to the WC where they will get free grandstand seating, participate in an indoor rowing competition and perhaps get the chance to meet some athletes.
The scheme will be expanded to rowing clubs with juniors over the next couple of months.
- **Junior Officials-** over 90 youngsters have expressed an interest in the Junior Officials scheme for 2006. The first training day for youngsters new to the scheme will be held on 19th March at Dorney Lake. Judith and her team are looking at ways of supporting youngsters that wish to move on to level 2 and the possibility of holding an activity day for these youngsters during the Easter holidays.
- During the last couple of months I have visited several schools and had discussions with a number of school Partnership Development managers who would like to start

rowing activity. The difficulty is always finding the money for the rowing machines for the schools and the limited capacity of our already over subscribed junior rowing clubs in the Thames Valley.

- The application for a full time **Community Sports Coach** from Hinksey Sculling School, Falcon BC and Oxford Adaptive RC has now been approved by Oxford Sports Partnership. An advert has been placed in this month's Rowing and Regatta magazine with the intention that a coach will be in post by April ready for the summer season. .
- Continuing work with the Berkshire Community Sports Coach to build rowing in a group of Windsor primary schools. All the schools now have dates and plans for sponsored rowing events during March to raise funds for indoor machines.
- Attending ARA Technical Panel meetings particularly with regard to ongoing work on the new Learn to Row programme.
- Attending local sports development officer forums and Sports Partnership workshops primarily to 'sell' the World Championships and YP activities to them. .
- Upper Thames Rowing club held a reception to mark their becoming the 100th club to achieve clubmark accreditation and their receipt of CCDP. The reception was attended by a Sport England representative, Simon Dickie from the ARA and Sir Steven Redgrave who spoke on the success of the club and highlighted the range of ages and abilities catered for by the club.
- Supported Hinksey Sculling School by helping at the Oxford Schools Rowing Competition held on 5th Feb. Over 250 youngsters from clubs ranging from Thames RC to City of Oxford raced during a very successful day.
- Other work has included general club development, schools development, supporting clubs with Project Oarsome indoor sessions at schools, CCDP funding applications, Community Sports Coach Support etc.

Club Development Conference

Title	Project Co-ordinator's report on the TRRC Club Development Conference
Author	Edward Rees
Date prepared	15 February 2006
Action required	To note and Decisions Required

All regional rowing councils have been asked to organise ARA Club Development Conferences. The last meeting of TRRC Executive Committee agreed to postpone the Thames Conference (from 14 January 2006). The November meeting of the National Development Committee recommended to all RRCs that they follow the agenda used by the West Midlands RRC conference.

As a club *development* conference, I feel that its aim should be to provide guidance on topics clubs feel are relevant which specifically relate to how to run a safe and effective club and to seek feedback from clubs where appropriate. There are no formally stated objectives from ARA HQ.

On 16 January I circulated by email a paper for comments by Executive. I received four responses. Those responses indicated that the following topics might be of interest. I have grouped them under four key themes:

Water safety and navigation

- Tideway navigation
- Update on PLA Risk Assessment implementation
- Water Safety and Discussion; scenarios and looking at suitable record keeping and tracking of new members.

Roles and responsibilities

- Regional responsibilities and relationships
- Club management infrastructure and people
- Constitutions – what should a club constitution cover
- Insurance
- Membership types

Club development

- Equity
- Funding and Partnerships
- ARA University Accreditation/Management Scheme
- World Championships: getting involved and gearing up for new club members

Other issues

- Child Protection/participant welfare - FAQs and the role of the Club Welfare Officer
- Coach Education

ARA HQ will provide speakers for the topics (expect for Tideway navigation and any PLA Risk Assessment implementation).

The ARA intends to hold this type of conferences in the autumn and spring. I had originally suggested the most suitable time to hold the conference would be March/April, before we get into the busy regatta season. Unfortunately time presses on, Exec has not met and I did not feel a response of four was adequate to progress this. There are no local events on Sunday 19 March but I feel this is too soon. Saturday 8 April, Sunday 9 April, Sunday 7 May, Sunday 21 May, Saturday 27 May (Nat Schools), and Sunday 28 May (Nat Schools) are also free from local events.

We need to agree today:

- **Date of conference**
- **Topics**