

Captains' Meeting Minutes

Thursday 1st Week Hilary Term 2024 7.00pm, 18th January The Tanner Room, Linacre College

Chair: Lilli Freischem (OUBC)

Attendance (voting members): College Clubs: 52 OURCs Committee: 5 Absences: Corpus Christi

1. Welcome

2. Minutes of the Last Meeting Available at <u>https://ourcs.co.uk/organisation/meetings/</u>

No objections: Minutes ratified.

3. Matters Arising

No matters arising not covered elsewhere in these minutes.

4. Squad Reports [Appendix A]

5. Ratification of Ordinary Committee Members – Sophia Ungermann to speak

- Jack Davies (St Hilda's)
- Ava Harrison (LMH)
- Ty Rallens (Merton/GTC)
- Qianyi Sun (St Edmund Hall)

No objections, either to the OCMs or their ratification as a slate: **OCMs ratified.**

- 6. Transfers under A1.2. Samuel McLoughlin to speak
 - Under A.1.2.a.:

Objections may only be based on the following:

- Athlete is not a member of the college they are transferring from
 Athlete has never been a member of the college they are transferring to
- Luke Robinson, Jesus to Trinity

No objections,

Transfer stands as announced.

7. **Retention of Student Status (A1.1.a.i.1.a.)** – Samuel McLoughlin to speak *Two-thirds majority to pass*

Georgia Douglas (Pembroke):

Georgia is a cox who rusticated in Michaelmas after the sudden bereavement of a close friend. She has returned to live and work in Oxford and would like to remain an active member of Pembroke College Boat Club. Georgia has been extremely dedicated to PCBC throughout her time at Oxford: she rowed as a novice and in W2 in her first year; was a very committed vicecaptain despite injuries preventing her own rowing in second year; and began coxing in Trinity of her second year. PCBC is a tight-knit community and being able to remain fully involved in the boat club will help her through this very difficult time. We are proposing this retention of student status out of welfare concerns; the college welfare team have also expressed a desire for Georgia to continue coxing with her W1 team-mates in order to maintain some continuity and remain active while rusticated. We will gain no competitive advantage from this: Georgia began coxing properly in Trinity 2023, having previously only coxed a handful of novice outings. Instead, we wish only for her to be given permission to compete in Torpids and Eights so that she can remain involved in the boat club – and boat – that she loves and to which she is very committed.

Proposed: Jane Kuper (Pembroke) Seconded: Cian Lomax (Pembroke)

The Captains were reminded that, due to changes to the Rules of Racing made in MT23, motions to extend student status no longer existed. Student status is now automatically extended until the end of the OURCs Term or Vacation in which a pass list or class list is published, or leave to supplicate is received. Due to the current lack of a webmaster there is a delay in updating these rules on the website, but the section in question can be found on page 70 of the minutes from the meeting of 17th November 2023.

Further, it was stressed that the rule allowing suspended students to retain their student status was only for use in 'extraordinary circumstances'.

No questions, Votes for: 52, Votes against: 0, Abstentions: 5, **Motion passed.**

- 8. **River Closures** Sophia Ungermann to speak
 - a. Isis Winter League

IWL C: Sunday 21st January (2nd Week) – 12:00 until Closing Time or End of Racing **IWL D:** Sunday 4th February (4th Week) – 12:00 until Closing Time or End of Racing **IWL E:** Sunday 18th February (6th Week) – 12:00 until Closing Time or End of Racing

Proposed: Sophia Ungermann (OURCs/Linacre) Seconded: Samuel McLoughlin (OURCs/Somerville)

With IWL C having been cancelled approximately 2 hours in advance of the meeting, the proposed river closure on Sunday 21st January was withdrawn. No objections, IWL D & E river closures passed.

b. Torpids

Rowing On:

Friday 23rd February (6th Week) – 08:30 until Closing Time or End of Racing **Rowing On contingency:** Sunday 25th February (7th Week) – 08:00 until Closing Time or End of Racing

Torpids proper:

Wednesday 28th February (7th Week) – 11:00 until Closing Time or End of Racing Thursday 29th February (7th Week) – 11:00 until Closing Time or End of Racing Friday 1st March (7th Week) – 11:00 until Closing Time or End of Racing Saturday 2nd March (7th Week) – Opening Time until Closing Time

Proposed: Sophia Ungermann (OURCs/Linacre) Seconded: Samuel McLoughlin (OURCs/Somerville)

There was a small amount of discussion regarding the timing of Rowing On:

- Rowing On will take place in the afternoon. The river closures for college crews include the mornings as a courtesy to other river users.
- Given the often unreliable conditions in HT, having a contingency date is advisable. Realistically the contingency needs to be at least two days later for there to be a reasonable chance of conditions improving, hence the date for Rowing On being a weekday.

No objections, Torpids river closures passed.

9. Guide to Disputes [Appendix B] - Q Sun to speak

The procedure for appeals during bumps was discussed, following the presentation provided as Appendix B.

In particular, it was stressed that some appeals could be time sensitive, primarily those involving sandwich boats. In these cases, the crews would likely have to boat for the next division before the appeal was resolved. Any evidence for the appeal from those in the crew would evidently have to be collected before they boat – and conveyed to Race Desk as a priority.

Captains were encouraged to phone Race Desk for anything related to an appeal and, failing that, ask a marshal to radio. Text messages, social media, emails, etc. are to be avoided since none of these will necessarily be monitored on race days. It was asked that only those with a unique, first-hand account of the incident leading to the appeal attend Race Desk in-person. Multiple versions of a single perspective hinder rather than help when resolving appeals.

10. Marshalling and Umpiring – Sophia Ungermann to speak

It was explained that every club provides marshals and umpires to allow bumps racing to take place, with the number of officials provided depending on the number of crews entered. Captains were encouraged to send everyone possible to the pre-race online briefing to ensure they had enough briefed people to fill their marshalling and umpiring slots. Furthermore, it was suggested that the briefing provided a useful introduction to the mechanics of bumps racing.

Clubs who send volunteers to assist at Race Desk will receive a discount in the number of marshalling slots allocated. OURCs broached the subject of 'tear down marshals' to help put things away at the end of the week, again resulting in a reduction in the number of marshals the club would have to provide during racing. Tear down slots would be of similar length to others and occur during the late morning or afternoon of the Sunday after racing. The captains were broadly in favour of the proposal.

Umpire slots are always allocated according to the number of crews entered.

11. Flag Safety and Insurance – Sophia Ungermann to speak

The setting of the OURCs Isis Flag over the Vacation was discussed. While during the most recent Vacation the Flag had been maintained throughout, in future this would likely not be the case, as is more normal. When the Flag is 'Grey', i.e. not maintained, captains and their crews must make their own risk assessment regarding each outing. A guide to how the Isis Flag is set, based on Iffley Lock, is available on the 'Safety Links and Documents' page of the OURCs website and on the 'Oxford College Rowing' Facebook Group. The Captains were reminded that there could be insurance implications if crews rowed in unsafe conditions.

12. Godstow Flag – Sophia Ungermann to speak

This item arose out of concerns regarding the setting of the Godstow Flag so far this academic year. It was explained that the new team at St Edward's School had decided internally to align their flag system with the Environmental Agency boards, which in turn impacted OURCs crews. The OURCs committee and a number of Senior Umpires are gathering data on alternative systems for setting the Flag. Any new system will require the approval of the relevant authorities and a body of data, covering a range of river conditions, will be vital to demonstrating that the new system is safe. No changes are therefore expected this term, and possibly longer, though all involved hope a solution can be found as soon as possible.

13. Extra Slots – Samuel McLoughlin to speak

Applications from: Corpus Christi, Green Templeton, Hertford, Lady Margaret Hall, St Anne's, St Edmund Hall, St Hilda's, St Hugh's, St Peter's, Somerville, University, Wadham, Wolfson & Worcester

Allocations:

Monday: Green Templeton Tuesday: Hertford Wednesday: Lady Margaret Hall Thursday: St Peter's Friday: Wadham

Clubs who have received slots may swap days if they want to, but please let the RowSab know so that the list can be updated.

There was a question regarding the allocation of the extra slots. It was explained that they were decided by the OURCs committee as a whole, with particular consideration given to number of crews and the availability of extra training time for each club.

14. **AOB**

• Isis Flag & Iffley Weir – Samuel McLoughlin to speak

This item arose out of the revelation in the days immediately preceding the meeting that the Iffley Weir was partially obstructed by debris, which also prevented the gates from being shut – this being such an issue because the OURCs Isis Flag is set according to how many gates at Iffley are open. The Environmental Agency had advised that any gate that could not be fully shut should be regarded as fully open and that the Isis stretch would remain on red boards for the time being.

It was announced that on the day of the meeting an EA tug had succeeded in clearing two of the six obstructed gates and that the EA hoped to return the following week. In the meantime, discussions were ongoing with the University Sports Safety Officer as to whether the system for setting the Flag could be overruled and the subject was expected to be raised the following day at a meeting of the Council for Oxford University Rowing.

It was asked whether 2.8.g.vii. of the OURCs Code of Conduct allowed the OURCs committee to overrule the current system. The committee explained that this gave them the right to set a more conservative flag for reasons other than the stream at Iffley Weirs, but that any relaxation of the Flag had insurance as well as safety implications and could not be done without approval from the relevant authorities at the University. It was generally agreed that the wording of this section could be clearer and that such a change at a future meeting would be desirable.

• Treasurer's Report [Appendix C] – James Hopkinson to speak

The Captains were warned to expect a considerable expense in the coming months due to the replacement of one of the cannons used in bumps racing.

Those interested in running as Treasurer for 2024-25 were encouraged to speak to the incumbent, as was anyone interested in the other OURCs roles.

• 2024 Novice Regatta – Q Sun to speak

In preparation of the 2024 instance of the Novice Regatta, OURCs will share documents regarding the organisation of the event in the coming weeks. College boat clubs hoping to organise MT24's instance of the event should begin considering that option now.

It was stressed that, while not 'tear your hair out difficult', running the regatta took some organisation and effort. OURCs confirmed that 'bids' for the event were not financial, though the successful club might generate a small profit – rather applications would be considered on the basis of the ability of a club to run the event, e.g. the potential pool of volunteers available.

• Notice from OARC re. the Renaming of their Club – Samuel McLoughlin to speak

It was explained that a notice had been received from Oxford Academicals RC announcing that they had change their name to 'Oxford Amateur Rowing Club'. They would, however, retain their colours of red and black and continue to go by 'Accies' for short.

• Oxford Clean Rivers Initiative for Safer Waterways – Samuel McLoughlin to speak

The Sabbatical Officer had recently been approached by the newly formed Oxford Clean Rivers group, who were looking to involve local residents and students, including rowers, in their initiative to address river pollution in Oxford. Their particular focus is on using citizen science to try and monitor water quality with the aim of using the data collected to advocate for solutions, hence the interest in recruiting regular river users. Anyone interested in getting involved was asked to email the RowSab.

Appendix A

Women's President's Report – January 2024

As we step into the new year, I am delighted to present the January 2024 report reflecting the incredible achievements and milestones of the Oxford University Boat Club Women's team. The dedication and hard work of each member have propelled us forward, and I am immensely proud to lead such an exceptional group.

Accommodation Arrangements for Tideway Week:

Initiating talks to arrange accommodation for Tideway Week has been a crucial focus and we are beginning discussions with alumni / friends of the club who could potentially host one of the three crews. If anyone has any leads, help would be welcomed.

Vinnies Christmas Dinner and Squad Unity:

The festive season saw our squad coming together as one cohesive unit at Vinnies Christmas Dinner.

Alumni Engagement:

Our alumni, Morgan Baynham-Williams and Tina Christman, visited. Morgan visited Wallingford, while Tina shared insights in London during Trial VIIIs week. Their involvement and wisdom continue to inspire the current athletes.

5k Test and Successful Trial VIIIs:

The recent 5k test showcased the determination and progress of our athletes, with a majority achieving personal bests. The Trial VIIIs race was historic, with 36 participants in the closest competition Oxford women have witnessed in years. The momentum generated has left the entire squad fired up and energised as we look forward to the challenges on March 30th.

Alumni Event and Squad Dinner:

The alumni event at Fulham Picture Palace, following Trial VIIIs, was a resounding success, fostering connections between past and present members – big thanks to Barbara in particular for all she did to make it possible! The whole squad celebrated at St Hilda's College for a Trial VIIIs dinner, providing an opportunity for reflection and camaraderie with our coaches.

Mid-Season Debrief and Christmas Break:

Before dispersing for the Christmas break, the squad conducted a comprehensive debrief, assessing strengths and areas for improvement from the first half of the season. The insights gathered will guide our training and strategy for the upcoming challenges.

Christmas Break and Training Camp:

The holiday season was marked by two weeks of remote training. Reassembling on January 2nd for a training camp in Putney, the squad made remarkable progress in speedwork. Despite challenges such as a red flag on the Tideway and flooding in Caversham prompting adjustments to our plans, the team displayed exceptional resilience and responded with great spirit.

As we look ahead to the remainder of the season, I am confident that the collective efforts and determination of the Oxford University Boat Club Women's side will propel us to new heights. Let's continue to row as one, pushing boundaries and striving for excellence.

Ella Stadler Women's President 2023/24

OUBC Men: January Report

In spite of consistently challenging weather and river conditions in recent months hindering our ability to compete externally as planned, we took to the tideway in December to for the completion of our Trial Eights campaign. While one of the athletes from one of the 'A' Trial eights sadly had to drop out of racing at the last moment due to illness, we still managed to have two successful races, with plenty of racing lessons learned and an even sharper focus on the task at hand in March.

After a short break over the festive period, we returned to the Tideway on a bright January 1st to begin our training camp. Despite much of the country being under various levels of floodwater, this camp proved highly productive in developing our crews as we begin to pivot towards ranked boats, and ensuring that each and every one of our athletes is both familiar and confident with rowing and racing on the tideway. This wasn't without challenge, but it only serves to make us a stronger and more confident team in any condition.

Returning now to the regularity of term, we've swapped rain for ice, offering us a different set of challenges! It seems that it's been 'one of those years' when it comes to the weather, but we refuse to be defined by it and are taking every opportunity we're given to improve and prepare for fixture season, and ultimately the Boat Races at the end of March.

Louis Corrigan OUBC Men's President



Disputes Complaints and appeals

A guide to A1.10 (General Disputes Procedure) and A3.14 (Disputes Procedure for Bumps events).







How to make a complaint or an appeal

A1.10 General Disputes Procedure

a. Definitions and principles

An "Appeal" involves querying a decision of the Event Committee, such as the announced race result, either as incorrectly recorded or as having not been correct under the Rules of Racing and must be lodged by a representative of a competing crew affected by the decision.

A "Complaint" involves the conduct of another crew which may contravene the Code of Conduct or the Rules of Racing, e.g. by dangerous conduct, crew ineligibility, use of foul and/or abusive language, etc. and may be lodged by any competitor, representative of a competing crew, or member of the Event Committee.



A3.14 Disputes Procedure for Bumps events

a. Complaints and Appeals must be registered within the 10 minutes following the announcement of the results of a division, except for Complaints about crew composition where A1.10.c.i.1 applies. This can be done at Racedesk in person or by other means announced in advance of the event by the Race Secretary.



- c. The Captain or nominated representative of the appealing crew may withdraw an Appeal, or the complainant may withdraw a Complaint, until the dispute is decided by the Race Committee or has been resolved administratively under A3.14.b.
- d. Having been notified of a Complaint or an Appeal, the Event Committee shall inform all crews whose result may be affected by the dispute, requesting that they send representative(s) to Racedesk to provide evidence. The Race Secretary may announce in advance of the event alternative means of giving evidence, e.g. by online form. The Event Committee shall collect evidence as follows:
 - i. evidence will be formally accepted and initialled by a member of the Event Committee;
 - ii. written evidence must be provided within 20 minutes of the announcement of the dispute;
 - iii. photographic or video evidence must be registered with the Event Committee within 20 minutes of the announcement of the dispute and provided as soon as possible thereafter, within a reasonable deadline agreed with a representative of the Event Committee;
 - iv. if evidence delays will disrupt later races, e.g. in a dispute affecting the sandwich boat, the Event Committee may impose a deadline for providing evidence no shorter than the 20 minute window, and;
 - v. additional evidence may be submitted after the passing of a deadline or without prior registration if such evidence has been directly and independently requested by the Race Committee that is sitting to resolve the dispute, and a deadline of at least 20 minutes for submitting this will be agreed between the Race Committee and the party from whom the evidence has been requested.
- e. The Race Committee (see A1.4.c) considering a dispute shall consider the incident as a whole and not confine itself to the specific crew complained about or result requested. Therefore, where there are multiple overlapping disputes, one Race Committee may at the Race Secretary's discretion combine them and treat them as a single dispute.





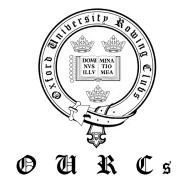
Result(s) of an appeal

A3.14 Disputes Procedure for Bumps events

[...]

- f. Actions taken by the Race Committee because of a dispute may include but are not limited to:
 - i. upholding the status quo ("Bumps stand as announced"), which should be the default outcome per A1.10.a.iii in the absence of compelling evidence to the contrary;
 - ii. re-determining the result(s) in question;
 - iii. awarding of Penalty Bumps (A3.17), Technical Bumps (A3.16), and Technical Row-Overs (A3.15);
 - iv. issuing fines for non-compliance with the Event Plan and/or breaches of the Code of Conduct and/or Rules of Racing;
 - v. recommending coxing sanctions to the OURCs Captain of Coxes, and/or;
 - vi. requiring a Club Safety Review to be held under 2.11.d.ii.





Annexe 1

A1.10 (General Disputes Procedure) and A3.14 (Disputes Procedure for Bumps events).



Appendix B, page 5 of 7

A1.10 General Disputes Procedure

- a. Definitions and principles
 - i. An "Appeal" involves querying a decision of the Event Committee, such as the announced race result, either as incorrectly recorded or as having not been correct under the Rules of Racing and must be lodged by a representative of a competing crew affected by the decision.
 - ii. A "Complaint" involves the conduct of another crew which may contravene the Code of Conduct or the Rules of Racing, e.g. by dangerous conduct, crew ineligibility, use of foul and/or abusive language, etc. and may be lodged by any competitor, representative of a competing crew, or member of the Event Committee.
 - iii. When ruling on a dispute, the Race Committee shall treat the dispute as a challenge to the original decision at first instance. Evidence must be provided that supports the need to overturn or to re-consider it (including an error by the original decision-maker or new evidence). In the absence of such evidence, the original decision should stand.
 - iv. No provision in the Disputes Procedure, whether General (A1.10-11) or for Bumps (A3.14), shall permit a decision by any person or persons that is outside of the Rules of Racing.
- b. Disputes Procedure for non-Bumps events
 - i. Registration of disputes can be made directly to the Event Committee at Racedesk, or other means, as set out in the Event Plan, such as via the Racedesk phone.
 - 1. Complaints about crew composition must be registered while the allegedly offending crew is still on the water.
 - ii. The procedure for handling disputes is as follows:
 - 1. disputes must be registered with the Event Committee within 10 minutes of the end of the race;
 - 2. having been notified of a complaint or an appeal, the Event Committee shall announce the dispute and request the club/s involved to send representatives to Racedesk to give evidence within 20 minutes of the dispute being announced, and;
 - 3. all disputes shall be resolved by a Race Committee (see A1.4.c).
- c. Objections against racing fines must be registered with the OURCs Treasurer within 24 hours of being issued. No objections will be considered after this point.

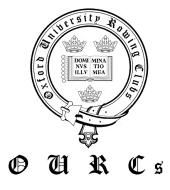




A3.14 Disputes Procedure for Bumps events

- a. a. Complaints and Appeals must be registered within the 10 minutes following the announcement of the results of a division, except for Complaints about crew composition where A1.10.c.i.1 applies. This can be done at Racedesk in person or by other means announced in advance of the event by the Race Secretary.
- b. The Race Secretary or their representative will decide whether a Complaint is sufficiently serious to require decision by a Race Committee, or can be dealt with administratively, e.g. by issuing fines. In the latter case, or for Complaints raised outside of the 10-minute window, the rest of this Procedure shall not apply, and the matter shall be dealt with under the Code of Conduct.
- c. The Captain or nominated representative of the appealing crew may withdraw an Appeal, or the complainant may withdraw a Complaint, until the dispute is decided by the Race Committee or has been resolved administratively under A3.14.b.
- d. Having been notified of a Complaint or an Appeal, the Event Committee shall inform all crews whose result may be affected by the dispute, requesting that they send representative(s) to Racedesk to provide evidence. The Race Secretary may announce in advance of the event alternative means of giving evidence, e.g. by online form. The Event Committee shall collect evidence as follows:
 - i. evidence will be formally accepted and initialled by a member of the Event Committee;
 - ii. written evidence must be provided within 20 minutes of the announcement of the dispute;
 - iii. photographic or video evidence must be registered with the Event Committee within 20 minutes of the announcement of the dispute and provided as soon as possible thereafter, within a reasonable deadline agreed with a representative of the Event Committee;
 - iv. if evidence delays will disrupt later races, e.g. in a dispute affecting the sandwich boat, the Event Committee may impose a deadline for providing evidence no shorter than the 20 minute window, and;
 - v. additional evidence may be submitted after the passing of a deadline or without prior registration if such evidence has been directly and independently requested by the Race Committee that is sitting to resolve the dispute, and a deadline of at least 20 minutes for submitting this will be agreed between the Race Committee and the party from whom the evidence has been requested.
- e. The Race Committee (see A1.4.c) considering a dispute shall consider the incident as a whole and not confine itself to the specific crew complained about or result requested. Therefore, where there are multiple overlapping disputes, one Race Committee may at the Race Secretary's discretion combine them and treat them as a single dispute.
- f. Actions taken by the Race Committee because of a dispute may include but are not limited to:
 - i. upholding the status quo ("Bumps stand as announced"), which should be the default outcome per A1.10.a.iii in the absence of compelling evidence to the contrary;
 - ii. re-determining the result(s) in question;
 - iii. awarding of Penalty Bumps (A3.17), Technical Bumps (A3.16), and Technical Row-Overs (A3.15);
 - iv. issuing fines for non-compliance with the Event Plan and/or breaches of the Code of Conduct and/or Rules of Racing;
 - v. recommending coxing sanctions to the OURCs Captain of Coxes, and/or;
 - vi. requiring a Club Safety Review to be held under 2.11.d.ii.





Appendix C Treasurer's Report - MT23

OURCs For the 4 months ended 31 January 2024

1. Racing

We expect to make a profit on race entries. This funds other OURCs activities through the year.

Expenses include launch fuel, medics and food for race desk helpers.

	OCT 2023-JAN 2024
Racing	
Isis Winter League Entry Fees	(1,486.00)
Isis Winter League Expenses	780.00
Total Racing	(706.00)

2. Swim Tests

We expect to break even on swim tests. The cost of pool hire is divided between the tests and distributed to the clubs.

As pool hire has not yet been invoiced, this will appear in next terms report

The treasurer may include SuperSAAS subscription costs in swim test fees.

	OCT 2023-JAN 2024
Swim tests	
Swim Test Expenses	126.00
Total Swim tests	126.00

3. Affiliation fees

Affiliation fees cover a proportion of the Rowing Sabbatical's salary. The rest is covered by the university.

	OCT 2023-JAN 2024
Affiliation Fees	
Affiliation fees	(8,506.80)
Total Affiliation Fees	(8,506.80)

4. Fines

Race day and training fines are issued and collected by OURCs in accordance with the constitution. These fines are continuing to be distributed evenly between OUL and OUWL.

	OCT 2023-JAN 2024
Fines	
Racing Fines	(410.00)
Training Fines	(30.00)
Total Fines	(440.00)

5. Launches

We need RYA2 qualified launch drivers to run events. This term we trained 6 new launch drivers. Trainees were selected based on the potential longevity of their commitment to OURCs events.

These training sessions will occur as soon as is feasible with the river conditions

OCT 2023-JAN 2024

OCT 2023-JAN 2024

Launches

6. Subscriptions, consumables and one-offs

Spectrum licensing for radio repeaters, accounting software subscription, AWS website hosting,

	OCT 2023-JAN 2024
Assorted tech costs	
IT Subscriptions and Consumables	108.00
Total Assorted tech costs	108.00

7. Other

Clothing includes the OURCs jackets provided to members of the committee to make themselves more visible to competitors on race days

Cannon expenses is the cost of a firearms license to allow the SUs to use the cannon for Torpids and Eights

Interest Income	(55.73)
General Expenses	124.98
RowSab Salary	8,505.86
Clothing	551.50
Cannon expenses	98.00
Total Other	9,224.61