



The CGS Rowing Association Business Plan

Period Term 4/2006 and Term 1/2007.

Office Bearers:

President:	Simon Greig
Vice President:	Fiona Barnier
Vice President:	Ross Ford
Secretary:	Beth Efrossynis
Treasurer:	Michael Hart

Mission Statement:

The Canberra Grammar School Rowing Association is a group of parents and friends of CGS crews, who support the School's purposes and values as they are exemplified through the School rowing program, physically, socially and financially assisting CGS crews.

Business Objectives:

The prime purpose of the CGS Rowing Association is to assist Canberra Grammar School with its provision of equipment, such as boats, coach's boats, motors, trailer and similar capital items that are required to enable boys of the School to achieve their endeavour in excelling in the sport of Rowing.

Rowing is a capital intensive sport. An '8' can cost around \$35,000. A new coach boat can cost around \$2000. Most boats have a life of around 6 years. At the CGS shed there are some three '8's, eight '4's, four 'doubles' and 17 singles. This stock has a replacement value of around \$350,000. Given the seven year replacement cycle, some \$50,000 needs to be accounted for annually to ensure the equipment is up to standard.

Added to boats, there are eight erg machines @ \$2000 each, multiple coaches' boats and a trailer with a replacement value of some \$10,000.

A capital intense sport!

Clearly the School is responsible for the allocation of funds to its various activities, however, given the Rowing Association's purpose, it is planned that for the period 2006/7 and the foreseeable future, the Association will provide \$1 for every \$2 the School allocates up to a maximum from the Association of \$20,000 in the 2006/7 sports year.

There are a variety of other 'operational' costs that need to be incurred with Rowing, mainly for 'away' regattas. Such costs are generally applied to the accounts for each of the boys involved with the specific activity, however, there are some expenses that the Association has generally dealt with in its position as 'supporter'.

Given the large capital plans plus the ancillary costs that are generally gratis from the Association to the boys, the objective in 2006/7 is to generate \$20,000 from various activities and events.

Sources of the \$20,000:

- ☑ Annual Association Dinner – 17 November 2006: Plan to generate \$12,000. \$3,000 from the difference between the buy and sell rate of the meals at the Boathouse; hoping for 120 attendees. \$9,000 from Auction of various items.
- ☑ Sale of raffles: \$1000 (\$10 net from each family).
- ☑ Profit from Supporters' Kit: \$200 (this is an average profit of \$5 per item.)
- ☑ CGS Regatta: Net proceeds from Raffles, race sponsorship and food sales \$4,000
- ☑ Donations via the Australian Sports Foundation: \$3,000 (not compulsory, just to the advantage of some looking for tax effective channels)

Channels of Expenditure:

Generally, funds generated by the Association will be used for capital expenditure and maintenance. Capital Expenditure can be in the form of new rowing boats or equipment required by the coaches (for example coaches boats). Maintenance will generally be in the form of activities around the shed, such as general safety about the shed. The latter point does not extinguish the obligations of the School, merely adds a layer of extra comfort for the sportsmen. The School is still the primary respondent for matters of maintenance and OH&S.

Some funding will be provided directly to the School, such as those funds that are donated via the Australian Sports Foundation. Other funds that are receipted directly by the Association may be remitted to the School for a specific purpose. Prior to the latter being done, a motion will be presented to the Association Committee for a specific expenditure.

Accounting:

The Association has a bank account operated via Westpac Manuka. This account can be accessed by the drawing of a cheque, which must be signed by at least two of the following – the President of the Association, the Treasurer of the Association, the Vice President of the Association (of which there are two). The Treasurer, Michael Hart, will present a Financial Statement of the Association at each Committee meeting, providing the cash-at-bank, expenditure since the previous report, anticipated expenditure and, if required, the request to draw funds for a specific purpose, and costs expected but not incurred in the foreseeable future. There will not be a Petty cash float, except in those instances where a cash-till will be required, such as at the CGS Regatta where the Association will be providing opportunities to purchase refreshments and other merchandise.

Other Support Activities:

During Away Regattas the Association will assist with the spirit of 'a-healthy-diet' by providing the boys with a breakfast and/or lunch at the Regatta, consisting of a fresh food and fruit. The cost of this supply will be billed to the relevant boys school account. Agreement to do so will be gathered at the time the boy is informed by the MiC that he is expected to attend the Away Regatta. The cost of the food will be on a non-profit arrangement.

The Association will not provide food nor refreshments on practice days. Boys are expected to cater for their needs from home resources.

In cases of other logistical matters, Parents of the rowers might provide assistance with the provision of certain personal assets for use at the specific event – for example, cars to travel to regattas (car pooling will be arranged with the consent of Parents, however, no liability will be placed on the driver of the vehicle), (it costs some \$2,000 to hire a bus and driver for a trip to the Sydney Regatta Centre over a two day period – there may well be more economical options), equipment to be used at the CGS Regatta for the provision of services (e.g.: tables and chairs). In these instances, the goods will be provided by the Parent or Friend of the Association free of charge and on the understanding that replacements will not be provided by the Association, and possibly not by the School, should the item be partially damaged or totally destroyed.

Insurance:

Canberra Grammar School maintains all appropriate insurances including, but not limited to, the rowing shed, practice and regatta events in and away from Canberra and accident

insurance for all students. The insurance provides limited cover for all staff, students and volunteers who are legitimately involved with supporting a School activity. It is worthy of note that our physical insurances have a \$5000 excess and the School's boats are not insured while they are actually on the water.

This Business Plan has been approved by the Canberra Grammar School Business Director, David Evans, in October 2006.

Simon Greig
President – CGS Rowing Association.
5 September 2006