



## **Regatta Committee Terms of Reference**

The Regatta Committee is established by the Board of Directors of Rowing BC under By-law Seven (7). As directed by the Board of Rowing BC, these Terms of Reference describing the Regatta Committee's mandate, may be reviewed by the Board of Directors of Rowing BC at any time, and when appropriate, be revised to accord with the changing requirements of Rowing BC.

### **Purpose**

1. To recommend sanction approvals for regattas in BC; and
2. To establish standardized elements of regatta planning and enhance execution of sanctioned regattas based on the needs of participants.

### **Responsibilities**

1. Ensuring a minimum of two committee members review regatta sanctioning documentation and make recommendations regarding sanction status;
2. Developing standardized deliverables of regattas; and
3. Communicating with Local Organizing Committees and Chief Umpires to ensure deliverables match timelines.

### **Composition**

The Regatta Committee shall consist of between four (4) and six (6) individuals and will be chaired by a Rowing BC staff member.

### **Meetings**

Regatta Committee meetings and commitments will be held when called by the Chairperson.

### **Reporting**

1. The Regatta Committee shall report through the Chairperson to the Executive Director or designated Staff Person.
2. An annual report will be created and shared within Rowing BC's Annual Report at the annual Rowing BC AGM.

### **Authority**

1. Review and Recommend Regatta Sanctioning;
2. Monitor Regatta Sanctioning deliverables; and
3. Review Regatta Feedback and Chief Umpire Reports submitted to Rowing BC staff.

*Approved: October 14, 2017*

*Updated: October 9, 2018*

*Updated: December 10, 2025*