

## TOR 008 British Triathlon Sustainability Commission

### Terms of Reference

#### Introduction

British Triathlon together with our Home Nations (Triathlon England, Triathlon Scotland, and Welsh Triathlon) recognise the need to play a leading role to enhance the sustainability of our sport in Great Britain. Sport can unite and promote healthy active lifestyles but must do more to create robust and affective sustainability programmes which protect our natural environment to allow future generations to enjoy the activities we are so passionate about.

We aspire to inform, inspire, and campaign for change across our community and work with our partners to develop a well-structured, meaningful, and holistic sustainability policy/agenda.

We are inviting individuals from within and outside the sport to join our Sustainability Commission, to provide expertise and advice on the development of a sustainability policy/agenda, and monitor progress against the plans.

#### Name

The group shall be called the British Triathlon Sustainability Commission, to recognise the external focus and make-up of the group, as opposed to our largely internal facing committee structure.

#### Purpose & Objectives

##### Purpose

- To facilitate the creation of British Triathlon's sustainability agenda which develops a meaningful and aspirational roadmap to safeguard the future sustainability of our sport and place British Triathlon at the heart of this movement.

This group will play an overarching role facilitating the creation of a top-level sustainability policy. It will recognise that sustainability is a broad term that sport can influence, not only in climate change and the natural environment, but also gender equality, education, health and well-being, as well as other aspects of the UN Sustainable Development Goals. The group will help to define what sustainability means to triathlon in Great Britain and the strategies to address the main focus issues and areas of concern. It will liaise closely with British Triathlon's Sustainability Committee/Action Group which will be responsible for creating a sustainability action plan, which meets the recommendations of the Commission.

##### Key Objectives

- To facilitate the formulation of British Triathlon's sustainability policy/agenda.

- To identify which aspects of sustainability are most relevant to the sport and confirm the definition of sustainability which will underpin the strategy.
- To provide expertise and technical guidance to support a science-based approach.
- To share best practice and standards from across the industry.
- To identify the areas to control, manage and influence across the sport.
- To advise on the development of transparent, robust monitoring and reporting.

### Key Outcomes

- Produce a strategy supported by British Triathlon staff, including a road map that provides clear steps, actions and benchmarks to guide British Triathlon sustainability goals.
- To review and critique a final sustainability policy/agenda to be presented to the British Triathlon Board for approval and thereafter used to consult with key stakeholders.
- Provide assistance in developing a monitoring and reporting mechanism to measure the implementation and impact of the policy/agenda.

### British Triathlon Values

The Sustainability Commission shall at all times act in a manner which encapsulates the British Triathlon values:

**We Are People Centred:** We openly support & challenge each other, We are customer focused, we nurture communities.

**We Are Ambitious:** We are dynamic, we are innovative and creative, we are passionate about doing our best, we create positive impact.

**We Are Inclusive:** We remove barriers to involvement, we connect people, we have fun, we work in partnership.

**We Do What's Right:** We are honest and respectful, we practice clean sport, we are accountable.

### Membership

British Triathlon is inviting interested individuals from within and outside the sport to apply to join the Commission in a voluntary capacity and to create a sustainability agenda for the sport.

Applications will be reviewed by British Triathlon's Sustainability Committee and ratified by the British Triathlon Board.

British Triathlon is seeking a diverse and well-informed membership which will include the following backgrounds:

- Professional sustainability advisors/consultant
- Sustainability academic
- Current/former GBR elite athlete

- Current/former GBR Age-Group athlete
- Club administrator/coach/manager
- Home Nation member
- Event organiser

The number of Commission members is expected to be between 8-10 people and should include at least 30% of each gender.

A Commission Chair will be assigned by British Triathlon. The Commission will be provided with a secretariat made up of British Triathlon staff to assist the Chair with key duties, agenda, minutes, and meeting materials.

Other attendees may be co-opted into the Commission where the agenda requires additional expertise, or the Chair requires additional support.

## Meetings

The Commission intends to meet at least four times over a 4-6 month timeframe to steer the development of a sustainability policy/agenda. Thereafter it will agree to meet at least on a 6-monthly basis to monitor and report on the progress and implementation of the policy/agenda.

Meetings will primarily take place virtually using video conference facilities such as Zoom. An in-person meeting may take place at least once per year, should circumstances allow this. British Triathlon will cover any reasonable travel expenses for any requests to meet in person.

## Reporting

Papers will be issued, ideally one week in advance prior to the meeting, by the British Triathlon secretariat to the members of the Commission.

The Chair will circulate notes of the Committee meeting and cc all Chief Executives across the Home Nations.

Minutes will be saved and archived at British Triathlon headquarters.

## Quorum

A minimum of five members of the Commission must be present for the meeting to be deemed quorate.

## Resolutions and voting

The Commission will be largely advisory, proposing recommendations for the British Triathlon Board to decide. If decisions are to be taken by the Commission at the request of the Board, they will be recorded in the minutes of the meeting at which such a resolution is passed. Where a consensus cannot be agreed, the Chair may request a vote on a show of hands, in which case each Commission Member shall have one vote.

Where a consensus cannot be agreed, the matter shall be recorded in the minutes and will be raised to the British Triathlon Board.

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