**Triathlon London (Triathlon England London Region)**

**Committee Meeting 18th April 2023, 7pm House of Sport**

 **Minutes**

**1 In attendance:** J Lunt, A Spelling, V Kozlov, A Warhaftig, M Klein, N Audhlam-Gardiner, C Mansfield

BTF RM– J Train.

**2 Apologies:** P Lambert, E Kaitell, S Clancey, W Popiel, S Scott

**3 Chairmans Welcome and Introductions** – Prior to passing over to AS, JL introduced himself and his background in the sport, including organising the Olympic and Commonwealth Games. Like AW he started in 1984, forming the London Region with AW in 1986, and remaining involved since then.

The committee formally ratified co-opting AS as Chair, PL as VC, AW as Secretary.

Those present then introduced themselves, giving details of how long they had been involved in the sport, their clubs, and other activities, such as coaching.

**4 Minutes of Last Meeting** – Those present at the Committee Meeting of the 1st December 2022 confirmed that the minutes were a true and accurate record.

**5 Matters Arising** – Any outstanding have been dealt with below.

**6 Reports:** **6.1 Chair** (Club Chairs Meeting) AS reported that this had been a successful on-line meeting with 13 – 16 (varying attendees, compared with 3 at the previous meeting. A wide rannge of topics were covered, and JT produced a comprehensive set of minutes which are attached, so that the Club Chairs issues can drive the regional agenda.

AS advised that PL would be representing the London Region on the Council, and along with JL explained the role of the council.

**6.2 Treasurer** – VK advised that there was £18k in the bank, and there had been no BTF grants. JT believed that if the region(s) have above £10k then grants would not be forthcoming

Action: NA-G to be second signatory for banking.

AW to review and confirm the accuracy of the accounts for the AGM.

Any requests for funding during the calendar year to be made to VK to enable budgets to be set.

**6.3 Diversity** – No report

**6.4 Welfare** – No report

**6.5 Junior Series** – MK advised that the dates have been “locked in” and that the qualification criteria have been set.

**6.6 Senior series** – Dates have been set for the events. Publicity is required, but not yet identified how this can be achieved.

**6.7 ROC** – CM has been in contact with all TO’s in the region and checking that current events have TO’s appointed. There are 24 TO’s within the region, all have been contacted with a survey to which there have been 9 responses. She is seeking TO’s views on whether CPD is required or such as social events.

**6.8 Media** – AS has spoken to SS and she is willing to assist with media and on the website. The latter is due to be replaced through BTF, with the present one having a considerable amount of out-of-date content. JT suggested that a new Facebook page may need to be set up as he is locked out of the present one.

**6.9 Coaching** – NA-G advised that the Coaches WhatsApp group is aiding communications well. Recent discussions on whether/how to pay coaches to encourage coaching support for club sessions. In Q1 focus was on planning and facilitating the virtual awards ceremony with Sam Holness as speaker. Q2 planning a webinar to support coaching athletes with focus on inclusivity of diversity characteristics. There is consideration to regional give-aways with partner SunGod.

**6.10 RPM** – JT added that the coaching qualifications would be changing in the training, and Level 1, would be called Foundation, Level 2 would be Group. Training would be mainly on-line with much less classroom work. New courses at both levels will be diarised soon.

**7 Future Strategy, with 2023 Awards:** -AS has identified that the Strategic Plan and the Development Plan for the Region needs updating but should be influenced and driven by the targets and objectives of the BTF.

AS has been in touch with the father of Alex Yee to see if he could attend an Awards event, and if so, then the date for this would be adjusted to reflect his availability.

Action – Awards decision, and budget to be reviewed at June committee meeting.

**8 AoB:**  - AW has requested that all committee members should prepare a (very) brief report on their activities for each meeting.

Action: AW to collect and circulate reports along with Agenda 7 days before each meeting.

JT mentioned that the region needs to look at adopting the BTF model constitution. This can only be done at an AGM or EGM.

AS has a potential candidate to join the committee as a ParaTri representative.

JL set up a Committee WhatsApp group during the meeting, to facilitate communications.

JT advised that parents have been in contact with the BTF re financial support with the event, and could consideration be given to a “Hardship Fund”. There were concerns about how this could be easily managed, and the criteria.

Action: JT to liaise with other RM’s and revert with recommendations for the June meeting.

**9 Next Meeting Dates:** 20th June; 19th September. AW will be away at both, but could join if on-line.

Club Chairs next meetings 6th June; 5th September, to enable feed into the Committee meetings.

AGM “pencilled” in for 3rd October; but could be moved to accommodate a high-profile speaker.

**Meeting closed at 8.25**