



EXECUTIVE BOARD AGENDA

**Wednesday 7 May 2008
7.15pm at Mortlake Business Centre
20 Mortlake High Street, London SW14 8JN
(at the junction of Mortlake High Street and Sheen Lane)**

AGENDA

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| 1. | Review of minutes and update on actions <ul style="list-style-type: none">• See Attached | John P |
| 2. | Chairman's Update | John P |
| 3. | Treasurer's Update | Fiona |
| 4. | RDO Update <ul style="list-style-type: none">• Dagenham pool trial period• Coach development | Jon |
| 5. | Club accreditation | Jon |
| 6. | Sports Aid Dave Aitchison Fund | Siobhan |
| 7. | Update on the London League | Siobhan |
| 8. | Website update | Siobhan |
| 9. | AOB | All |

ACTIONS FROM PREVIOUS MEETING

Action	Owner	Status
Report from the Triathlon England Council Meeting	JP to raise the potential for conflict with the ITU rules at the next Triathlon England Council meeting.	
Co-ordinating officer roles 1. Senior series coordinator: 2. Club coordinator: 3. Website coordinator: 4. Volunteer coordinator: 5. Equality coordinator:	<ul style="list-style-type: none"> • SB to advertise the availability of the role on the website. • JP to notify Jon Train and for Jon to advise the Committee at the next meeting of his plans. • Alan to follow up with a prior volunteer. • Jon Train to review and revert to the Committee. • Jon Train to review opportunities and to investigate. 	
Club and Coach Development Plan	<ul style="list-style-type: none"> • JB to get an up to date list from the BTF and from the London clubs of the coaches in the London region. • JP to confirm the reporting lines for the RDM and the coaching managers. • JP to obtain a job description for Jon Train from Mark Barfield and for the development coaches. • JP to invite Alan Hanley and Jon Horsman to the next Committee meeting. 	Done
Funding – status and overview	<ul style="list-style-type: none"> • FM-L to discuss with Mark Barfield how monies have been allocated to London Triathlon and to what extent any funding had been ring-fenced. • FM-L to provide monthly balance to the Committee. 	
Advertising and sponsorship	SB to contact the regional clubs events coordinators for opportunities for FDA to be promoted at events.	
Update on London Regional Championships	<ul style="list-style-type: none"> • Open water swim in London and South East regions for children: • JL to provide details of schools that had asked for entries/details. • AS to raise at Junior Committee meeting. 	
Definition of club and team:	JL to write the eligibility criteria and circulate to the Committee for agreement.	
Club accreditation	To be tabled at the next meeting.	On agenda
AOB	JP to confirm the Triathlon England Council meeting dates.	
Talent Programme	<ul style="list-style-type: none"> • JP to set up meeting with RDM, JB and AS to agree an approach. 	

	<ul style="list-style-type: none">• JL to provide Sandra Blenkinsop's details to JB.	
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