



EXECUTIVE BOARD AGENDA

SPECIAL MEETING WITH ZARA HYDE PETERS

**Tuesday 3 June 2008
7.15pm at Mortlake Business Centre
20 Mortlake High Street, London SW14 8JN
(at the junction of Mortlake High Street and Sheen Lane)**

Minutes

Apologies for absence from Claire Chapman (Secretary)

Persons Present - John Pedrides (Chair) Alan Spelling (Vice Chair) John Lunt (President) Siobhan Brownlow(participation) Fiona Moorehead-Lane (treasurer) Lynda Chase (technical) and non committee guests James Beckinsale, Jon Horsman, Andrei Warhaftig, Jon Train and Alan Handley

1. Chairman's Welcomed The C.E.O of B.T.F Zara Hyde Peters. Each person present introduction themselves and gave a brief insight into how they came into the sport.

JP outlined the committees objectives and its plans and key targets for 2008 using the Key Performance Indicators from BTF as a guide and pointing out that all but one had been easily achieved.

2. Zara outlined the work undertaken by her since her recent appointment and her plans for BTF for the future and Triathlon London's role.
Pointing out that it was a challenging time – we need to decide how best to deliver and the opportunity to have a sense of purpose in London. The need to target retention – important to us and she wanted to allow freedom for regions to set targets and to target quality rather than quantity – Clubs and events are crucial. Organisation is 90% volunteer based – we are sharing a journey and she was looking more to what it would look like after the shop window of the Olympics in 2012 and more to 2014.
3. There were various questions about the BTFs delivery plan for the Olympics and it was pointed out that the delivery was the responsibility of LOCOG and not BTF

JB asked about funding for talent Academies and was told that Zara would look into it but all funding contracts had been signed and there was no new

money on offer.

She asked how much was in our accounts and agreed to discuss “ring fenced” funds still in the account with Mark Barfield and come back to us.

She was surprised when asked if we would actually get the money promised and at the specific times as it had never been done before. She said she signed the letter and authorisation and it would be delivered in full and on the dates specified.

JL gave a talk on The Triathlon in the Olympics and outlined the major impact on the capital and Londoners. It is a massive opportunity and he was very keen to point out to peoples surprise that that it had been 3 years since London won the Olympics and it has gone by in flash. There was an agreement that no games before have ever managed to achieve a lasting legacy and it was up to us to change that and think of how to progress the sport when the train had left the station in 2012

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.	Meeting next weekend so will be raised.
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. 	<p>Amalgamated with participating officer role.</p> <p>Done</p> <p>See minutes.</p> <p>See minutes.</p>
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. 	<p>Done</p> <p>Meeting yet to take place. Alan and Jon report to Jon and Jon reports to Mark and Committee has dotted line. Jon to provide</p> <p>Done</p>
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. 	<p>Discussions taken place. See below.</p> <p>In progress but move to quarterly.</p>
Advertising and sponsorship	SB to contact the regional clubs events coordinators for opportunities for FDA to be promoted at events.	<p>Contacted senior league and details to FDA.</p> <p>Jon T to send reminder mail.</p>
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. 	<p>In progress and entries being submitted with a higher than anticipated take up rate.</p> <p>To review schools. Will be a London event.</p>

		Done.
Definition of club and team:	JL to write the eligibility criteria and circulate to the Committee for agreement.	Jon T to review. Same criteria as the South East as far as is practical, taking into account the specifics of how people live/work/train in London and areas.
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. • JL to provide Sandra Blenkinsop's details to JB. 	