



## EXECUTIVE BOARD MINUTES OF MEETING

Tuesday 12 May 2009  
7.30pm at London Southbank University

Present: James Beckinsale  
Siobhan Brownlow  
Claire Chapman  
Lynda Chase  
John Lunt  
John Petrides  
Alan Spelling

Apologies: Fiona Moorhead-Lane

In attendance: Zara Hyde Peters  
Jon Train

### 1. Update from the BTF

The Committee welcomed Zara to the meeting. Zara outlined the progress that was being made with the change in structure of the BTF, Triathlon England and the regional committees and provided an update on the key developments since last attending a Triathlon London meeting. In particular, it was confirmed that the funding plan with Sport England had been agreed and that the regional support team was currently being established. It was confirmed that the aim was to have good links between the BTF at the centre and the regional committees to ensure that there was a two way flow of information, in particular in respect of coaching, refereeing and volunteering.

### 2. Apologies for absence

Apologies were received from Fiona Moorhead-Lane.

### 3. Minutes of previous meeting and matters arising

The minutes of the previous meeting were approved for signature by the Chairman. Arising out of the previous minutes, it was noted that significant funds were being made available for coaching in the region. It was agreed that the utilisation of these funds would be discussed as part of establishing the Strategic Plan for the London Region for 2009 – 2010.

Jon Train noted that use of storage containers for bikes and the related question of liability had been put on hold until 2010 in the event that the London Youth Games would include triathlon and the provision of bikes by the Region would become more viable.

Siobhan Brownlow confirmed that details of the Dave Aitchison award winners were on the website and that she was investigating a feed from Sports Aid into the website to facilitate an athlete tracker.

It was noted that the numbers registering for the Regional Championships were increasing. It was agreed that awards for the top 3 male and female finishers would be given on the day of the event. It was agreed that a review should be carried out to ensure that entrants were stating their affiliated region on entry.

*Action: Siobhan Brownlow to investigate the costs of trophies and to liaise with the South East Region.*

#### **4. Chairman's Update**

It was confirmed that interviews for the second RPM role would take place on 13 May. The Committee discussed the need to formalise the Strategic Plan for the London Region for 2009 – 2010 and agreed that a planning meeting to discuss potential goals and priorities be scheduled for Monday 1 June at 7pm.

It was agreed that there needed to be good coordination between the RPM plan and the London Region strategic plan.

*Action: Jon Train to circulate the current RPM plan.*

#### **5. Treasurers Report**

In the absence of Fiona Moorhead-Lane, an update on funding was postponed until the next meeting. However, it was confirmed that the BTF was encouraging all regions to fully fund activities and to reach out to the BTF with proposals for further funding, if required. It was noted that in the period prior to the Olympics, the BTF was intending to create a reserve fund which could be allocated post the Olympics in the event of a funding shortfall or drop off from the national bodies. As a result, the BTF was not expecting each region to create its own reserve fund prior to 2012 but to use all funds available to it to encourage participation in the sport.

#### **6. RPM's Update**

Jon Train provided an update on the coaching plan for 2009 and the coaching hours available to the Region. It was noted that non-tri specific coaching for specialist sessions could also be organised. It was agreed that the coaches should be used to develop coaching at new and existing clubs and that the best way to do this should be coordinated between Jon and the Region's Strategic Plan so that there was one structured plan for the London Region

*Action: Jon Train to circulate his coaching plan to the Committee.*

The Committee discussed ways to retain athletes aged between 16 and 21 within the sport. It was noted that events could be expensive as existing discounts fell away for this age bracket. The Committee considered whether subsidising events or having reduced price races within existing events would be feasible and it was agreed that this would be factored into the Strategic Plan discussions.

#### **7. Update on Events**

##### Hyde Park Triathlon

Zara confirmed that the Hyde Park Triathlon preparations were progressing with an elite day on Saturday and an age group race on Sunday. A copy of the course maps for each day were circulated to the meeting.

The Committee discussed the need to, and ways of, encouraging volunteers to assist at the event. It was noted that whilst people could volunteer on the BTF site, this was not capturing those people who were expressing an interest in assisting at the Hyde Park event. It was also noted that currently Triathlon London website was also looking to collate for volunteers for the event.

*Action: Jon Train to talk to the BTF about incorporating a Hyde Park specific election element to the volunteer registration process.*

##### Stand at the Mazda London Triathlon

It was noted that there was an opportunity to take a stand at the Mazda London Triathlon which would be paid for by the BTF but which could then be utilised by Triathlon London and the London clubs, as required.

London League

It was noted that a juniors section of the London League may be a welcome addition.

*Action: Claire Chapman to add to the agenda for the next meeting.*

There being no further business, the meeting closed at 9.45pm.

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Chairman