**London Committee Meeting Minutes**

**Tuesday 4th July 2023 - 7.00pm House of Sport**

|  | **Agenda Item** | **Actions** |
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| 1 | **In Attendance**  Alan Spelling, Peter Lambert, Clare Mansfield, John Lunt, Nici Audhlam-Gardiner, Sharon Scott, Jon Train, Vlad Kozlov , Andrej Warhaftig (Zoom), Mark Klein(Zoom)  **Observers**  Molly Whitehall, Sean Parrett (London Fields)  **Apologies for Absence**  Steve Clancey, E Kaitell, Woj Popiel |  |
| 2 | **MINUTES OF THE LAST MEETING**  Agreed |  |
| 3 | **CHAIR’S UPDATE – ALAN SPELLING**  **London League -** Alan advised that the London League was running well and the Bridge event was a success.  **London Chairs WA Group –** is proving to be successful. It was jointly agreed that there would be value in the committee members be added to the WA group in order to understand what was being discussed and how we could support the London Chairs  **London Region Constitution -** Jon advised that the London Committee has yet to sign up to a Draft Proposed Constitution. It was agreed that this would be discusses outside of this meeting  **Para Tri Representative –** Alan advised that he is waiting for Gary Donald to advise on a potential representative | **Jon T** to invite committee members to the London Chairs WA group  **Alan** to follow up on Para Tri rep with Gary Donald |
| 4 | **FINANCE – VLAD KOZLOV**  **Budgets –** Vlad has requestedthat budgets be submitted and asked that final requests be submitted by August 1st. So far requests have been received for:   * **Coaching –** budget required for coaching webinars where there is a cost to the speaker and budget to subsidise coaching exams where clubs cannot. * **AGM and associated awards –** the AGM has been provisionally scheduled for 3rd October but discussion took place as to whether the date should be on a Friday or weekend in order to encourage more people to attend. A speaker such as Alex Yee (if he is available) or BADU were thought to be other elements for the awards evening that would increase attendance numbers with Doggets being a potential venue.      * **Inter Regional Competition** – previously the committee has provided £2200 for the IRC. However, discussion took place as to whether we can afford to continue to provide this amount of money given that this supports only 20 children and whether we should be spending the monies to support a greater number, in particular those children who are just starting in the sport. Following lengthy discussion, it was agreed that approximately £3k will be provided for this year as taking the monies away at such short notice would place an added burden on the IRC competitors/parents. But notice was given that this would not be available for next year and this would be discussed at the 2024 budget meeting. * **Equality, Diversion & Inclusion –** budget requested for a grant to a club who proposes how to diversify their club.  The grant is to support the club in accomplishing their aspirations. Plus budget for an event that encourages diverse population only.  Brighton ran an ethnic triathlon this year.   **Finance Processes –** Vlad advised that there were no defined processes in place for the request or payment of monies. It was unanimously agreed that this should be addressed  **Finance Summary –** Vlad confirmed that the current bank balance is £18k. He estimates that 50% (9K) will be taken up by the current commitments  **2024 Budget Meeting –** it was agreed that it would be pertinent to have a separate meeting to discuss next year’s budget. This would need to take place in conjunction with the London Committee 2024 strategy which would be based upon the Triathlon England strategy. Jon advised that the TE strategy is available. | **Nici and Sharon** to propose AGM format, date and venue  **Vlad** to provide IRC funding in conjunction with Mark  **Vlad** to provide processes to support the requesting and payment of monies  **Jon** to provide the 2024 BTF Strategy document |
| 5 | **Equality, Diversion & Inclusion**  Jon advised that a Diversity Disability 3 week Workshop costing £35 is to be offered to all clubs with the objective to give clubs the ability to support disabled triathletes |  |
| 6 | **Welfare – Steve**  No report |  |
| 7 | **COACHING – NICI AUDLAM-GARDNER**  **Coaching WA Group –** Nici advised that the WA group is working well and the latest Foundation and Group courses have been shared.  **Coaching Diversity** – Nici will be arranging a webinar for inclusive coaching of diversity. |  |
| 8 | **JUNIOR SERIES – MARK KLEIN**  **Update -** Mark advised that there are two events left in the season. There were some issues with the London Fields and Greenwich events and these have been discussed with the organisers. In contrast the Merchant Taylors event was very well organised and although not hugely attended it was felt would be a good event for next year particularly as it includes and open water swim |  |
| 9 | **SENIOR SERIES – WOJ POPIEL**  No report |  |
| 10 | **ROC – CLAIRE MANSFIELD**  **London Based TOs –** Claire advised that there were a limited number of TOs that were actually based in London and it was therefore more difficult to man the London events |  |
| 11 | **SOCIAL COMMUNICATIONS – SHARON SCOTT**  **Website -** Sharon advised that the website is being updated by Woj and she is working with Richard Halpern (Ful on Tri) who has offered to liaise with the clubs for website content  **Facebook –** Jon advised that he still has authentication issues to access Facebook and believes that a new site will need to be set up. | **Jon** to advise on Facebook access situation |
| 12 | **AOB**  **GDocs Drive –** Claire suggested that we have a central repository for all the London Committee documents.  **Hardship Fund –** Jon advised that the fund criteria had yet to be agreed but should be available by the end of the month. | **Sharon** to investigate process/cost for provide Google drive  **Jon** to provide update on Hardship Fund. |
| 13 | **Date of next meeting**  **19th September 2023** |  |