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| Welsh Triathlon Board meeting | | | |
| 8th May 2019 | Attendees: Jon Blakemore (JB) Beverley Lewis (BL) Tom Overton (TO), Paul Tanner (PT) Verity Cook (VC), Luke Organ (LO), Sarah William (SLW), Clare Lane (CL), Llyr Roberts (LR), Louis Richards (LDR), Marc Jenkins (MJ), Mike Tate (MT) | | |
| Chairman | PT | | |
| Minute taker | VC | | |
| Chairman’s Opening | | | |
| APOLOGIES: Parul Patel (PP), Sarah Roberts (SR)  Welcome: PT welcomed everyone to the meeting before handing over to BL and LDR to present on Daily Training Environment (DTE). | | | |
| Conflicts of interest / Risk Register | | | |
| Conflicts of interest:  TO position within SW.  MJ potential as coach and partner to Helen Jenkins and his business relationship with sponsors  Risk Register:   1. WSS looking to securing income 2. Bala big bash planning progressing 3. Federal structure of home nations 4. Reliance on BTF for IT systems and database 5. Performance talent pool | | | |
| Approval of minutes | | | |
| Approval of Minutes from 13th March 2019.  PROPOSE Jon Blakemore SECOND Sarah Williams | | | |
| Safeguarding and Equality and diversity | | | |
| Safeguarding: No new cases.  There is now Adult At Risk support through Sport Wales.  Equality and Diversity: Welsh Triathlon equality and diversity working group meeting looked at moving forward to advance level.  Transgender inclusion in sport. Discussed response protocol for any enquiries and updated on gender recognition act. | | | |
| Board reports | | | |
| DTE   * LDR presented the DTE aims and pilots * Our approach is in line with the vision for the sport sector and the SW Elite Sport Pathway * How are you measuring success? As we need to capture baseline now. * Have we done an EIA on this? Evidence of considering will support funding applications. * DTE requires a new programme name. * Comms strategy needs consideration.   Financial Update  Presented the current position as per Board Report.  Final budget will be produced in June for last year.  CEO Report – As read  Sport Wales report- As read  GLG – As read  BTF and future update  4 questions were addressed:   1. Are we strongest together or is there another way? - Yes, we are stronger together, but we need to work better, changing the culture with better communication. 2. Home nations membership - 3 options were proposed. Scotland are going to mandatory membership. Club membership up to 66% now. We are piloting the e-membership. 3. Exchange of value and fund 4. Commercial rights.   DMG – report taken as read  Encouraged to look at the 9 conditions which sit below the sectors vision which are based on evidence support, the area we know will encourage people to engage is enjoyment of sport.  UKCC coaching qualification what is going on? UKCC is lapsing from April 2020.  Rule and tech - Good representation on group, recruitment, development, recognition are all being discussed.  BMG – report taken as read  Membership update   * We need to encourage direct debits and influence BTF to bring in monthly payment options * 23% year to date growth. Scotland 1% and England 4%, as a result of our membership engagement.   Having reviewed the insights for social media was pleased with the reach and return, driving content is good, personal approach.  CWG logistics process has started. Considering this as a home games and potential for greater support. | | | |
| AOB | | | |
| Strategy day –to drive date. | | | |
| Action Items | | **Responsibility** | **Deadline** |
| Comms plan for next board meeting inviting JB from BTF and Luke Broadly | | PT |  |
| Send out the events again matrix  Send back availability or lack of to VC | | VC  All |  |
| LDR and AJ to compete EIA for DTE | | AJ | **July Board Meeting** |
| PT and BL to question BTF on major events | | PT/BL |  |
| JB and LO to meet about budget and greater detail on income streams | | JB/LO |  |
| CL to set up meeting with LDR/BL for success measures relating to DTE | | Cl |  |
| AJ to look at engaging inactive coaches | | AJ |  |
| AJ to interpret social media insights data | | AJ |  |
| VC send calendar invite out for curry night in December | | VC |  |
| Date of next meeting | | | |
| Scheduled for 10th July 2019 | | | |
| Chairman Close and Thankyou | | | |