

Meeting Minutes

Purpose of Meeting:	Committee Meeting
Date of Meeting:	14 th January 2015
Time:	7.30 pm
Location:	Hilton Hotel Stansted

Attendees:

Name	Representing	Name	Representing
Jonathan Davies	Born-2-Tri	Carol Macdonald	Triathlon England
Ashley Nicholson	Discovery Tri		
Richard Fuller	East Essex Tri		
Kevin Carley	Blackwater Tri		
Rob Lines	Tri-Anglia		
Peter Bryan	Born-2-Tri		

Apologies:

Name	Representing	Name	Representing
Wendy Staines	Discovery Tri		
Elisabeth Ross	Tri-Sport Epping		
Tim Williams	Regional Academy Coach		

Item	Notes	Action
1.0	The minutes of the last committee meeting were adopted and the matters arising items as follows were discussed.	
1.1	<p><u>Childrens race Consultation Response</u></p> <p>Conclusion of AOB 10.1</p> <p>The race consultation process did not generate a conclusive response to the problems encountered – however the race consultation process appeared to have the desired effect – especially highlighting the shortage of children’s Triathlon. As result the 2015 Calendar includes 4 new events within the region.</p>	NOTE
2.0	Matters Arising	
2.1	No Historic Matters arising applicable – See AOB	NOTE
2.2	<p><u>Adult Relays</u></p> <p>New date for the relays agreed - 9th August</p>	NOTE

Item	Notes	Action
3.0	Treasurers Report: - Verbal Report as Summarised Below	
3.1	<ul style="list-style-type: none"> ■ The Summary of the monthly Accounts were received under separate cover ■ The accounts are in good shape ■ Coach education showing a small Profit ■ Regional Academy showing a small underspend ■ Committee agreed that funds of £1000 be allocated for race officials kit & Equipment – RF to reflect in accounts. 	RF
4.0	League and championship Fixtures – No outstanding Matters	
5.0	<u>IRC 2014</u> – No outstanding Matters	
6.0	Academy Update :	
6.1	<i>Refer to Chief Coach Report in the appendix of these minutes for Academy Update</i>	
7.0	Technical Co-ordinator Update	
7.1	<p><u>Events</u></p> <ul style="list-style-type: none"> ■ 82 events have requested race officials to date - all 82 events have been accommodated ■ Some race still do not have officials in place <p><u>Officials Courses</u></p> <ul style="list-style-type: none"> ■ LTO / RTO courses are detailed on the TEER website and taking bookings – June / July <p><u>ITU</u></p> <ul style="list-style-type: none"> ■ There is a change to the NTO course officials application. Eastern Region to put forward to applicants. 	Note
8.0	RPM Update :-	
8.1	<i>For complete report refer to RPM report in the appendix of these minutes.</i>	
8.2	<p>CM enquired about sourcing some TEER feather flags / Box banners / Pop up Triangles for use when promoting TEER at triathlon events. CM to investigate accordingly - RF advised that the feather flags were previously sourced from - Blu splat</p> <p>I have a note Hadleigh Farm Project ? Carol could you comment please</p>	CM

Item	Notes	Action
8.2	<p><u>Report Summary</u> :-</p> <ul style="list-style-type: none"> ■ No of Clubs increased from 67 – 68 ■ 2014 Target to visit 50 Clubs by April of 2015 – currently visited 43 ■ Key up-coming meetings – Patrac, & inspire (incld paratriathlon) 	
9.0	TEER Strategy Update	
	<i>The Triathlon England Eastern region strategy implementation strategy - volunteers to co-ordinate development in these areas with assistance from committee members</i>	
9.1	<p><u>Increasing Profile of Triathlon & TEER</u></p> <p>Merchandise and spot prizes at the regions races :- Discussed AOB</p>	Note
9.2	<p>Triathlon England Information leaflets are now available to circulate at the various Triathlon meetings</p> <p>TEER flags to be purchased and circulated to race officials – See AOB</p>	Note
9.3	<u>Increasing Participation</u> - Go Tri Flyers available	Note
9.4	<p><u>Sustaining Growth</u></p> <ul style="list-style-type: none"> ■ Representation in the Region CM & JD attending club forums <p>This is an ongoing commitment by the Region and is to continue into 2015</p>	Note
9.5	<p><u>Improve talent Pathway</u> :-</p> <p>Regional Head coach – Actively integrating with the regions athletes – See AOB – Rye House</p>	Note
10.0	Any other Business	
10.1	Dengie events :- Enquired if TEER would subsidise event T-shirts for naming rights on merchandise. A discussion pursued in which the committee agreed that £100 per event would be made available as a contribution to T-Shirts and Hats in return TEER Logo naming on the said merchandise up to a Maximum TEER spend Circa £3500. RF to provide ring fenced funding	RF
10.2	<p>Additional TEER Branding was discussed and the previous year's hand out prizes did not make to Athlete's – Carol Macdonald to have a fund of £1000 to distribute at club level. RF to make fund available.</p> <ul style="list-style-type: none"> ■ Drawer String Bags ■ Towels ■ Cups 	RF
10.3	<p>Spot prizes for the Club relay's were discussed as an incentive to promote the event – idea's to be discussed.</p> <ul style="list-style-type: none"> ■ Photo's – Kevin Carley to provide a contact ■ T-Shirts for winning teams – with TEER Logo ■ Promotion Assistance ■ Mass Start Photo ■ A5 Flyers 	KC / All

Item	Notes	Action
10.4	<p>Rye House – Funding for Track Racing Opportunity</p> <p>The Committee were in unanimous in the decision to fund this initiative from Hoddesdon Triathlon and agreed that the £2000 start up costs would be covered by the Region in quarterly payments. RF to liase with Hoddesdon and forward funding</p> <p>The Committee also mentioned the possibly of providing Banners at the course.</p> <p>Additionally - Opportunities for the Academy to be stage a session(s) to be made available.</p>	RF
10.5	<p>British Foundation Trust – A new date for an event in Norwich Sponsored by Pasta Foods (Kids of Steel Re-badged)</p> <p>Taster Triathlon Wednesday 29th April</p>	
10.6	It was requested that information for companies that undertake Water bathing test's / swim safety testing for open water events or a web link to where expert contacts can be found.	ALL
10.7	<p>RF to request that the following enhancements to the TEER website could be undertaken.</p> <ul style="list-style-type: none"> ■ Make Access to race series more accessible & Prominent to promote it more ■ Newsletter to include details of the race series ■ Newsletter to include details of the Regions league and relay's 	RF to take up with Tri England
10.8	Discussion regarding TEER Branding was raised and it was agreed that the TEER feather flags were the most practical means for race branding as they are easy to erect and take down as well easy to transport. it was agreed that 2 Flags per official should be made available for delivery to the events.	<p>RF to Purchase</p> <p>JD to distribute</p>
10.9	<p><u>TEER Representative review</u></p> <p>Richard Fuller attended a meeting of the Triathlon England main Board – Meeting was at the House of Lords which was attended / chaired by Bill James.</p> <p>The meeting outlined the strategy for the next 7 years of the inter relationships of the home nations within British Triathlon – The changes to minimise duplication.</p> <p>Other matters being reviewed was the membership renewal process.</p> <p>At the next meeting RF was requested by the committee to Raise the following Points :-</p> <ul style="list-style-type: none"> ■ Inadequacy of the TE website ■ Contacts for water quality experts to made available via the webpages 	RF to take up with Tri England
10.4	<p><u>Date of Next Meeting</u></p> <p>Refer to attached Proposed meeting schedule in the appendix for 2015</p>	Note
	Meeting closed 2210 Hrs	

14th January 2015 - Regional Committee meeting Minutes Appendices

Schedule of Future 2015 Committee meetings	As attached
Treasurers Report	Provided under Separate cover
Regional Head Coach's Report	As Attached
RPM Report – Essex / Herts/ Suffolk /Beds / Cams / Norfolk	As Attached

Regional Committee meeting dates for 2015

Month	Day & Date	Venue
January	Wednesday 14th Jan	Stansted Airport Complex – Hilton Hotel
March	Wednesday 25th Mar	Stansted Airport Complex – Hilton Hotel
May	Wednesday 20th May	Stansted Airport Complex – Hilton Hotel
July	Wednesday 15th Jul	Skype
September	Wednesday 16th Sep	Stansted Airport Complex – Hilton Hotel
October	Saturday 21st Oct	AGM midweek evening with Adult Awards Stansted Airport Complex – Hilton Hotel
November	Wednesday 25th Nov	Skype

Regional Managers Report

NAME ...Carol Macdonald..... MONTH.....December...2014.....

Clubs			
No. in your region(s)	No. visited in month	No. visited YTD	KPI for this
67	3	43	50

Key meetings :

1. PATRAC – Paratri meeting with Inspire to run Go Tri Para Tri events and set up club
2. Hemel Hempstead Cycling Club – meeting with new chair and organised triathlon meeting of the club 19th January. Have also sourced them a Level 1 coach to kick start training programs.
3. Meridian Tri Club – new club for Royston area. 4 people attended run leaders course and 2 people are coming on coaching courses.

events				
No. in your region(s) which are registered	Initiated contact	Reactive contact	Total contact YTD	KPI for this
79	25	12	35	35

Key meetings or issues

1. Go Tri Kings Lynn – new event for 25th April
2. Go Tri – National Trust Wimpole Park. Events proving hard to organise on site.

No. of events attended this month	0
KPI for events attended to year end	18
Events attended YTD	20

Main events attended & role

- 1.
- 2.
- 3.

Coach-ed

L1 booked	L2 booked	L1 completed	L2 completed	New coaches	Total of completed places
5	3	2		31	31

products

Open water	Booked	Completed	Attendance
	1	1	60

Ride Leaders	Booked	Completed	Attendance
	1	1	12

Run Leaders	Booked	Completed	Attendance
	1	1	18

Teach F/c CPD	Booked	Completed	Attendance
	1	1	24

Coach Ed 2014– Level 1 Newmarket – full up

Level 1 Luton – 15 confirmed

Level 2 Newmarket – 15 confirmed

Level 2 St Neots – 15 confirmed

2015

Level 2 St Neots – 13 confirmed

LTO – 26.7.2014 – 10 candidates

LTO – 5.4.2014 – 5 Candidates

RTO – 26.4.2014 – 6 candidates

Report of Regional Head Coach

Academy training going well over the winter. The athletes are very engaged. All have been to at least 2 of the 5 sessions. Most have been to 4.

WE had sessions:

-25th Oct at Netherhall, Cambridge

8th Nov at New Hall, Chelmsford

30th Nov at Sawston

2nd Jan at Culford, Bury St Edmunds

11th Jan at Netherhall.

(1st Feb at Royston)

~~The next session is planned for 1st Feb.~~

I'm going to have a training camp at Culford for a week during half term. This is agreed with Culford but not yet booked and confirmed. I have to find one or more female chaperones to stay with us. I'm considering offering some one-day sessions to other groups or athletes once I know timings & coach cover etc.

Now confirmed. 10 athletes confirmed – 2 TBC. It's just going to be academy athletes – partly because Culford have offered to do partial pool hire, partly because none of my regular coaches are able to help at half term so I don't have spare coaching or organizing capacity. The camp will cost attendees ~ £150 each and will be subsidized from the Academy budget by ~£2k depending on pool charges.

National Talent Squad.

Two regional academy members (Sophie Alden and Oliver Swallow) were reselected to join the England Talent Squad (Oliver is again a member of the Affiliate squad). As both squads were reduced in size from last year I'm very pleased. There were squad days in September (Oliver and Sophie), October and November (Sophie only) in Loughborough, and a week long training camp in Portugal in December (both). The venue in Portugal (the Olympic Training Centre at Rio Maior near Lisbon) was new to Triathlon England. Rick Velati (Head Coach) asked me to accompany him on a reconnaissance trip in November, which I did. The venue and the camp were fantastic.

Regional Head Coach Contracts

I recently agreed new terms with Triathlon England as RHC. The new RHC contract does not include extra funding for ETS athletes (this was proving divisive and causing problems at national camps). The change is part of an ongoing process to improve the talent programme. Other changes include a slightly more formal reporting mechanism (starting this month) and better co-ordination of the competition structure.

Which brings me on to the competition structure.

Competition Structure

Dan Salcedo has been appointed by the BTF as Talent Pathway Manager. He was previously head coach at Loughborough. He replaces Simon Mills who left several months ago and is filling the gap that has developed between the TE talent programme and the BTF performance programme.

Dan has been working on making the competition structure coherent, rather than a random mish-mash of races grouped together as the Superseries and doubling up as selection races for major championships. With so few races for juniors in particular many have been looking for opportunities to race abroad which has caused many selection and eligibility issues.

The outcome of Dan's work looks very positive. In brief there will be two key domestic events each year run under BTF/TE control which will act as 'Gateway' events: selection events for the next major championships and further down the finish order as ranking races for helping everyone (athletes, coaches, TE) to focus on a programme of races until the next gateway event. The programmes/pathways are essentially:

- international pathway leading to major champs (aka national team)
- international pathway supported by TE (aka reserve national team)
- international pathway (TE will support entry into ETU cup races)
- domestic pathway (essentially those who finish outside top 10)

Youths who make the European Youth Relay team (the selection race for this is Blenheim) will also have TE supported opportunities to race abroad.

The gateway events are at Llanelli on 17th May and Mallory Park (Leics) on 5th Sept (the Under 20's festival).

The Superseries (the domestic calendar) looks slightly more healthy than in recent years with the addition of Llanelli and TE races at Mallory and Hetton.

The Under 20's festival will again include the IRC.

I think that's about it for now

Tim.