**Triathlon London**

**(Triathlon England - London Region)**

**Minutes of the General Committee Meeting held on Tuesday 12 February 2019**

**at 7pm.**

**Venue: YHA London St Pancras, 79-81 Euston Rd., Kings Cross, NW12QE**

**In attendance:** Debbie Clarke, Chairman (“DC”), Chris Hall (“CH”), Audrey Livingston (“AL”), Martin McGuigan (“MM”), Lara Bonici (“LB”), Lorraine Kelsey (“LK”), Haren Thillainathan

Non-committee members Jon Train (“JT”) and Mark Cline (“MC”)

1. **Apologies & Welcomes**

Joe Wilson, Gillian Sanders, Jon Lunt and Haren Thillainathan,

The committee welcomed Mark to the meeting. Mark has kindly come forward to take on the Junior Coordinator role from next year and will shadow Martin this year.

2. **Review of previous minutes of meeting held on 22 November 2018.**

Accepted for accuracy and approved. The minutes are to be uploaded on to the website.

3. **Questions arising from reports**

There were no specific questions from reports however the reports will be discussed later in the meeting.

4. **Financial overview**

MH gave a brief update on the financials. MM confirmed there was nothing from the junior account to be added.

A discussion was started on what we should consider spending some money on. Bursaries were thought to be a good idea but we should ensure there is consistency across regions. JT to find the old bursary plan which the region had and CH to circulate ideas from Council in due course.

At the next meeting we should agree how much each year we are happy to spend on bursaries and also what we should be paying out on.

5. **Senior London League queries**

DC and the committee discussed Greenwich Tritons late response in confirming their desire to be included within the London League (the “League”).

DC confirmed the new owners of London Triathlon would like to be included within the League.

The committee discussed in detail and various questions were raised. It was agreed that DC would have further conversations regarding the conditions of entry in the League. It was agreed that if we included one of either London Triathlon or Greenwich we should include both.

Once further discussions had taken place the committee would make a decision in relation to both London Triathlon and Greenwich Tritons.

6. **Partnership opportunities**

DC confirmed it is very hard to obtain sponsors. DC noted conversations are still ongoing with Laka, Car Insurance for Cyclists and Saddledrunk and reported as follows:-

* Laka - Unfortunately it does not look like we can continue with with Laka as TE has said that as a direct competitor of yellow jersey they can not see a way to make it work. DC to help put a plan together with Council to provide guidelines for talking to sponsors in the future so we know where the guidelines are.
* Car Insurance for Cyclists- this would enable the region and the relevant London Clubs to obtain commission when any member takes out car insurance. DC to discuss further and to put something in place if it doesn’t involve providing email details or take too much time.
* Saddledrunk- DC confirmed good progress had been made. Saddledrunk would like to provide jerseys for some of the winners and are keen to attend and possibly race in the league. The committee felt appropriate to label them as a core sponsor of the London League.

It was noted that in order to attract Sponsors in the future we should consider Sponsors without monetary sponsorship so investment in kind is a good approach.

7. **Innovation Fund**

DC and CH noted the region would struggle to apply for the innovation fund this year as the closing date is the end of February 2019 and the region is above the threshold of funds of £20k. CH also noted that at council regional funds were discussed and it was clear that London had the highest level of funds of any region.

DC commented that although we are above the threshold on funds, the region needs to keep sustainability in mind.

CH briefed the committee further on the feedback following the council meeting and noted that it was a useful meeting to see what other regions are doing, what is working well, the objectives and where assistance is required. Key points included:

**Regions Update:** The Council updated each other on their region’s objectives for 2019/2020, their finances and funding, as well as what was working well, and not so well in their regions. All regions had similar challenges, and consequently discussed collaborating closer on standardising best practices.

**Aligning the Regions:** Continuing from the previous point, the Council then discussed ways in how to align the regions in a consistency point of view. This included the councils desire to improve the uniformity of the TO’s kit that varies between regions.

**Innovation Fund:** The council discussed what it should be used for and possibly setting up a pilot project. In addition, lots of encouragement for regions to apply and utilise the funds available. However, London’s current bank balance precludes it from applying.

8. **Recruiting into vacant roles**

DC asked for ideas to encourage recruiting into vacant roles including thinking of individuals from our clubs. Further shout outs to be communicated on social media by DC and JT.

DC briefly touched on the outstanding roles of Senior League Co-Ordinator, Media Officer, Welfare Officer and Partnership Officer.

The media coordinator role has been very hard to find people for. JT to send shout out on all social media channels but all members to think about whether there is anyone they know who could be approached to help.

Although the role of Welfare Officer was not essential, DC and the committee felt it was important in terms of adult safeguarding and mental health. This is not an onerous role and DC will circulate the safeguarding role description to the committee again.

DC confirmed she was acting as senior league co-ordinator in the interim and was happy to do so.

It was discussed and agreed that we should consider offering to pay for the first year of TE membership to encourage people onto the committee.

9. **Proposed 2019 committee dates**

The committee agreed to the proposed 2019 committee meeting dates (as below). A date for the annual general meeting in October would be confirmed in due course.

* Tuesday 21 May 2019
* Tuesday 10 September 2019
* Tuesday 19 November 2019

10. **AOB**

DC encouraged the committee members to volunteer at the March Madness Duathlon at the Velopark on10 March and to find volunteers from each of their clubs. We need about 20-28 people to run the event smoothly. Committee members to confirm to DC if can attend and to ask at their clubs for additional volunteers.

JT mentioned he attended the launch of Alzeheimers Association and Sport programme which could be interesting for a course in the future. JT also discussed Tri January and it was agreed that we would all like to see more notice next time something like this was put on so we could encourage participation.

MM touched on the junior league and confirmed there were 9 junior events for 2019 and would operate a slightly different scoring system to last year to allow it to be undertaken by the central technology. This should save time but will require a sense check at the end of the year. MM will leave the role in Summer 2019 and MC volunteered to take his place.

LB discussed locating new LTO shadows and sourcing a new uniform for the TO’s.

LB and AL noted that we still needed more coaches and TOs in the region as we are seeing churn without the same number of new people coming forward. The committee should consider additional course in the future to assist this.

There being no further business, the Chairmanbrought the meeting to a close.