

Triathlon England

West Midlands Region

**Committee Meeting minutes**

Date: 18th September 2018

Time: 19.15

Venue: Cliff Lakes, Tamworth

**1. Attendance at meeting**

**Present**: Rosa Teagle, Heather Stokes, Duncan Hough, Lawrence Green, Mark Deakin, Sarah Taylor, Andy Teagle, Karen Riley.

**In attendance**: Kirsty Outhwaite (Regional Manager)

**Apologies**: Tony Smalley, Helen Seabourne, Christine Bertram

Written reports/emails had been circulated prior to the meeting in respect of finance, WM Academy, WM Skills School, Regional Manager activity, Officials, Junior Development and Junior Race Series.

**2. TE Report and 2018Awards**

ST asked for input ahead of the Council meeting the following weekend. ST also mentioned the updating of the voting mechanism for the TE President and that although the 2018 award nominations had been good nationally (with over 1,000 nominations) that was not the case in the WM. KR commented that it needed to be easier to make nominations as the online process was difficult. ST was to send round the details for the club and Go Tri categories once queries had been resolved.

LG commented that the committee had been sent personal details of nominees and that, although TE had not asked for this, committee members should delete that information once the award outcomes had been finalised. There was a brief discussion on wider GDPR issues, following on from emails prior to meeting in which DH had queried whether the WMRC needed to undertake the process that had been proposed after the previous meeting in absence of detailed guidance from TE and LG had confirmed that the process suggested was based directly on the guidance that TE had given (that Regional Committees should utilise the materials provided for clubs). It was not possible to reach agreement on this is but both DH and LG agreed that it would be useful to understand what was being done by other Regional committees and ST agreed to raise this at the Council meeting and report back to the committee on the outcome.

There was further discussion on the process for the 2018 awards. It was noted in particular that there had been problems inputting nomination information so that full information on the nominees was not available to the committee members in order to determine how to vote. It was agreed that ST would find out at the Council meeting the following weekend if other Regions were experiencing similar issues and would report back to the committee prior to the committee determining the outcome in categories where there was more than one nominee.

**3. AGM**

Arrangements for the WMRC AGM on 21 October were discussed. KO confirmed that there were 20 people booked onto the Swim Smooth CPD course, which had 30 places. The committee approved the opening up of places to clubs in excess of the two per club (one of each gender) previously decided and KO said that she would notify clubs of that.

The arrangements for return of trophies by previous winners and for notification of JRS winners were also discussed.

It was decided that catering arrangements should be similar to 2017, with Heather Stokes, RT and KR liaising on numbers.

It was noted that there had been no volunteers to become webmaster following CB’s decision to step down from the committee following her move to Germany and LG was requested to ask CB if she would be willing to give assistance with the WM web pages beyond the AGM.

LG reminded portfolio committee members that they would need to submit written reports for the AGM that would be circulated to clubs with the AGM minutes.

**4. Junior Race Series**

KR briefly summarised her report, noting that numbers were only slightly down on 2017 despite the switch to entrants needing to be TE members (resulting in a doubling of participants with TE or other home nation membership).

KR noted that due to an event cancellation there were insufficient participants who had completed the required 4 events in the series in order for 1st, 2nd and 3rd places to be awarded. The committee agreed that the qualification should be changed to permit the lower podium places to be awarded to participants who had completed 3 events.

It was agreed that KR would send the provisional race calendar for 2019 to KO for onward circulation to clubs.

KR said that she had asked for feedback on the new processes that TE had introduced for the JRS and confirmed that she thought that these had worked well.

The committee was informed that there was a possibility that Tri Starts would be included in the series in the future on a non-competitive basis and the committee concluded that this would be a good idea.

There was a discussion on the events to form part of the 2019 JRS and KR and RT were given authority to take that forward and to decide on the events that would form part of the series.

**5. IRCs**

AT gave a report on the IRCs, commending the effort put in by the team and reporting that the relay element had gone well.

However, AT stated that it was obvious that the WM were lacking on the swim and that that would be where junior development activity would now be focused ahead of the 2019 IRCs. AT mentioned that it was difficult to find open water venues that permitted coaching rather than just swimming and potential venues were discussed.

AT said that the qualifiers for 2019 were likely to be either Leeds or Eton. During the discussion the possibility of having a combined event with the East Midlands (to count for both the WM and EM series) was mentioned. AT also mentioned that the junior development squad would participating in joint sessions with the WM Academy and WM Skills School.

**6. Officials/Motos**

LG read out a short Motos report that he had received from Tony Smalley and agree to follow up with Tony on the outcome on first aid kits as previously discussed.

ST agreed to discuss with Helen Seabourne the kit needs for officials. It was noted that some Regions are producing their own kit for officials but it was concluded that it was first necessary to find out what the officials actually wanted. KO confirmed that there would definitely be an RTO course put on and agreed to discuss that with Helen.

**7. AOB**

It was agreed that the date of the next meeting would be discussed after the AGM and MD, KR, DH and ST gave their apologies for the AGM.