



**MINUTES OF THE TRIATHLON ENGLAND ANNUAL GENERAL MEETING
HELD ON SATURDAY 14 NOVEMBER 2015 AT 14:00 – 15:00
AT CHESSINGTON WORLD OF ADVENTURES RESORT, CHESSINGTON, SURREY, KT9 2NE.**

Present:	TE Board Bill James (Chair) Richard Fuller Howard Vine Francis Riley Paul Gardner Duncan Hough Sally Lockyer James Barton Claire Stirling	TE Council Dave Rigby (President) Tracey Sample Lawrence Green Derek Biggs Matt Honey Tom Chant	BTF Board Ian Howard – (President) Mary Hardwick Neill Craigie Claire Cunningham Nicky Dick Craig Stewart
Apologies:	<i>John Mills</i>	<i>Apologies: Aimee Stocker, Sue Taylor.</i>	
	Triathlon Scotland Lynne Lauder	Welsh Triathlon Tom Roberts Beverley Lewis (CEO)	
Staff:	Jack Buckner (CEO) Kay Simnett Melanie Commons (Minutes) Helen Wyeth Natalie Justice-Dearn	Staff:	Garth Lewis Peter Pain Brendan Purcell Carol MacDonald – Hemel Hempstead C.C.
Members:	Ian Simon – Alnwick Tri Colin Thomson – Epsom Kevin Hancock – Brighton Tri Kevin Gregory – Tri Sport Epping Cathy Roberts – Farnham TC Grace Birkens - Horsham Tri Lizzie Gerard – CWTC Linda Chase – Kingfisher Liz Sweet – North Bristol Tri John Birkens – Horsham Tri Kim Mangelshot – Eastern HTC Jess Cunningham – Kings Lynn Tri Tony Webber – Royal Navy Triathlon Mike Porteous – Brighton Tri Club Tim Challinar – Tri 20 Anthony Shaw – Team THB Kyrie Shaw – Team THB	Steve Paley – Lincoln Tri Liz Dockerty – Lincoln Tri Kathryn Wright – Horsham Tri Club Chris Roberts – Farnham TC Paul Smith – Portsmouth Triathletes Nicky McCulloch – CWTC Kelly O’Leary – CWTC Georgia Jackson – Tri 20 Paul Hedger – SE Regional Committee Sarah Sampson – LTO, London Kate Liddiard – Eastern HTC Alison Wigg – Farnham Tri Audrey Livingston – Crystal Palace Tri Peter Lambert – Trent Park Peter Winfield – Stortford Ti Jamie Gordon – Skegness Tri Mike Green – SETE	

Members in attendance continued:

Dave Bellingham – Leicester Tri	Linda Roberts – Chichester Westgate
Jane Wild – Cheltenham Tri Club	Clive Hatch – Official
Rose Wilmot – Brighton Tri Club	Danny Symington – Dorset Pentathletes
Rav Dighe – Tri One	Peter Gilbert – Epsom Tri Club
Ben Sweet – North Bristol Tri Club	Graham Kempster – Horsham Tri Club
Keith Diaper – HEHC Tri	Clare Donovan – Tri Spirit
Dick Donovan – Tri Spirit	Gemma Lewis – Brighton Tri Club
Janice Goble – South Central/Southampton	Phoebe LeBrecht – Brighton Tri Club
Zak Newman – Brighton Tri Club	Bex Stubbings – Chiltern Tri
R Masling – South West	Rachel Perry – Brighton Tri
John Petrides – Crystal Palace	Alan Spelling – Metropolitan Police Tri
Graeme Cox – Brighton Tri	

Item	Minutes
1	<p>Introduction from TE President</p> <p>The President of the Triathlon England Council welcomed everyone to the AGM and proceeded to go through the items on the Agenda.</p> <p>The President then proceeded to mention the organisational changes with regards to the senior management team and how this will be implemented going forward will become apparent in the meeting.</p>
2	<p>Minutes of the 2014 Annual General Meeting</p> <p>The minutes of the 2014 AGM were proposed, seconded as correct and agreed by all.</p>
3	<p>Welcome from TE Chair</p> <p>The Chairman of the Triathlon England Board welcomed all to the AGM and was introduced to provide his update.</p> <p>Formal thanks were conveyed to the TE President of the council for his support with any assistance and also the TE council members throughout the year.</p> <p>It was announced that the President will be resigning at the AGM and the election of the new president will take place afterwards and the continuation of another excellent working relationship going forward is hoped for.</p> <p>The Chairman then provided his summary of the year to-date and the year ahead and stated that the CEO will provide a brief update later in the meeting. It was also mentioned that there was a good representation from the TE board for Item 6 of the Agenda, the Question and Answer session.</p> <p>The Chairman then provided an update on the Triathlon England Board throughout the year and stated the key message is to quicken the pace to deliver going forward. It was stated that there had been major changes throughout the year in the organisation whilst being at times under resourced with heavy workloads throughout the period of change but is essential for the future going forward and wished to thank the staff and SMT on behalf of the board.</p> <p>The Chair stated that the Home Nations have become more closely aligned in the vision for the sport going forward and a new brand for the sport would be shown to all in the forthcoming presentation for the new brand image integration with Britain and the 3 Home Nations.</p> <p>It was stated that the aim is to deliver a more accountable, more consistent and stronger performance for all stakeholders. With a focus on the strategic priorities; Participation, Events, Membership and Talent.</p>

	<p>In providing an update, the Chair proceeded to mention the consolidating of Go Tri this year and the start of planning for it to be a sustainable programme going forward. There was reference to the launch of new member benefits and that membership has grown to now approximately 18,000 and currently the analysis and insight is being undertaken to attract and retain members going forward. It was confirmed that 33 new clubs have been affiliated, there has been an increase in the number of race starts, outstanding races have been delivered, the Women in Tri initiative has been established, scores of coaches have been certified throughout the year and a new club helpline service has been launched.</p> <p>The Chairman summarised that for the future of the sport to grow, advantage needs to be taken of the ITU world triathlon series moving to Leeds along with the Rio Olympic and Paralympic games later in the year. The benefit of the priority entry campaign to members was mentioned along with the launch of a new Skills School initiative. Thanks were acknowledged to John Mills of the TE board and Dan Salcedo, Performance Pathway Manager for all their assistance with the Skills School programme along with Sport England and the regional committees for all their assistance and funding towards the project.</p> <p>The Chairman wished to thank all volunteers in the sport for their continuous support and outstanding contribution to triathlon.</p>
<p>4.</p>	<p>Finance Report and Accounts</p> <p>The Independent Director for Finance was introduced to provide an update and stated the annual report will be available on the TE website should anyone wish to view it.</p> <p>In summary it was stated that the TE finances are in a healthy financial position by end of year, 31st March 2015 with a small surplus of £41,000. It was stated the overall income showed an increase of 3% and expenditure increased by 4% plus reserves of £500K which is on track.</p> <p>It was mentioned that the funding from Sport England is on a four year cycle for planning going forward and there is a degree of uncertainty for the 2017-2021 cycle due to the current political climate.</p> <p>With regards to income, it was stated two thirds of income is sourced from Sport England and in line with the strategic objectives of the organisation the plan is to become more financially sustainable.</p> <p>It was then stated the remainder of income is received from individual Membership and Events with an approximate 10% growth on individual membership.</p> <p>An update was then provided on expenditure and operational costs.</p> <p>In conclusion it was stated that there is uncertainty with regards to the funding for the next four year cycle from Sport England due to the DCMS strategic review .With regards to the budget for this year, it was stated to be on target and going forward a small surplus will be the target whilst aiming for higher membership to be the intention.</p>
<p>5.</p>	<p>Update from CEO and Board</p> <p>The CEO was then introduced to provide his update and wished to thank all for attending the various workshops and events throughout the day.</p> <p>He stated that it had been an active year and hoped the benefits through collaboration with BTF and the Home Nations would create a more integrated approach for the sport for a successful year ahead.</p> <p><i>A video was then presented to the audience. To access the video, please click this link:</i> https://youtu.be/ntJGUZ7ttD8</p> <p>The CEO wished to thank all volunteers and clubs and local communities for help across triathlon and all sport.</p> <p>The future of the sport and funding for the next year was then referred to and stated more understanding of the level of investment received will be available shortly and wished to mention the promotion of a campaign called “get your kit on for grassroots sport”. It was stated this is to promote sport and the effect it has on people’s lives and triathlon as a governing body is endorsing and</p>

	<p>encouraged members to become involved. The CEO stated the sport is still growing and working effectively and wished to state to the audience not to underestimate the reputation of BTF with the Home Nations as a sport and the continued growth.</p> <p>The CEO wished to reassure the audience that triathlon has had various discussions concerning clean sport and have devised a clean sport strategy with both boards including workshops and education to fit within the triathlon image and that it is an important area to work effectively together across BTF and the Home Nations.</p>
6.	<p>Open for Questions & Answer session The Chair stated that members had submitted three questions via email prior to the AGM, those being:</p> <p>Question 1 Life time membership <i>This question was from Peter Coulson – apologies were sent for not being present. He asked if members awarded life time membership with BTF could be given a distinctive membership card to recognise their status.</i></p> <p>The Director of Customer Experience was introduced to answer and stated that a membership pack will be redesigned for lifetime membership and all membership packs going forward in 2016.</p> <p>Question 2 Motorcycle helmet cameras <i>This question was from Shaun Flynn- who was not present. The question asked was; Is it possible to include for discussion the issue of motorcycle officials with helmet mounted cameras to assist with issues of drafting and qualifications.</i></p> <p>The Director of the TE board for Events, Rules and Technical was introduced to respond and stated that camera angles can be very deceptive and there was a concern as to who will determine the camera angles and possibly a review of technology may be needed going forward. In conclusion, it was stated not to be practical and the possibility of motorcycle officials educating individuals would be more effective.</p> <p>Question 3 Age group drafting <i>This question or suggestion was from David Pearson - not present. The question asked if Triathlon England should make it a stance to oppose any move by the ITU or the ETU to hold future international age group competitions under a draft legal format and that Triathlon England should encourage the BTF to continue to hold annual draft illegal Age Group British Championships.</i></p> <p>The Director of the TE board for Events, Rules and Technical was again introduced to respond and stated that there had been 2 draft legal events in Britain; those being Mallory Park and Oulton Park. It was stated that both had received very positive responses from competitors and feedback from novices showed a preference for the option to choose with regards to drafting and the onus should be placed on the individual to choose if they wanted to draft and so providing more options and opportunities to race.</p> <p>A question was asked with regards to selection races for GBH group for sprints for next year will be draft legal and it was confirmed they would be.</p> <p>The Chairman then opened the floor for questions from the audience.</p> <p><i>Tracey Sample (NE Regional Chair) asked a question with regards to practice races taking place before age groupers go into draft legal events. As otherwise individuals will be entering a race with no experience, planning or preparation. The second part to the question was that pre- qualifiers for Mexico had entered as a draft illegal race but were running as draft legal and is there any preparation for this.</i></p>

The Director of the TE board for Events, Rules and Technical answered by stating that TE is working towards finding suitable venues with event organisers. With regards to gaining experience, it was confirmed that there is opportunity for individuals to race at cycling races for gaining experience with draft legal racing

Peter Winfield from Stortford Tri asked a question concerning rules for draft legal racing.

The Director of the TE board for Events, Rules and Technical responded that on the 1st January the rules will be published and will be exactly the same for draft legal as they are for ITU rules and any changes will be made before the 1st January. The rules confirmed were:

- any bike can be used that has drop handle bars,
- no clip-on's or extensions to the front of handlebars are permitted
- the wheels have to have a minimum of 12 spokes so no discs or tri spokes

Ian Simon of Alnwick Tri Club asked a question related to drafting working within different age groups.

The Director of the TE Board for the southern regions who also is part of the IT Tech Committee and responded to state with regards to drafting next year there is not a huge amount in comparison to this year. It was stated that the reasons were:

- the waves will be the same, approximately 100 in each maximum.
- the abilities of the swimmers are the same extensive range as this year
- small groups of people are joining up drafting off each other allowing the next wave not to catch up with the previous wave.
- the gap between male and female will be large enough for no-one to catch up

In addition to this, it was stated with regards to the Cozumel triathlon a 20k single lap loop has been agreed and there will be no double looping on the course with no chance of overlap.

Rachel Perry from Brighton Tri Club asked a question concerning gender ratio distribution for TE membership and the board

The Chairman responded to confirm that statistics produced in the annual report currently show a gender split of 72% male and 28% female. As regards Go Tri, this was shown to be more balanced at 48% and 52% respectively. The Chair also confirmed that the TE board has 2 female members on a 10 person board.

The CEO wished to confirm that there is a fair balance of 60% female and 40% male staff on the senior management team and one of the female members of the SMT is very active in women in sport.

The board Director for Membership Services stated in membership the majority of females joining has increased significantly.

The Chairman then asked The BTF President to comment on the Home Nations and BTF aligning more closely with regards to the vision for the sport and asked for a BTF board point of view on the importance for the sport.

The President wished to note, the best ever attendance at the AGM and proceeded to explain the need for two AGM's being held. It was stated there is a requirement to have two boards that performed two different but complimentary roles; Triathlon England's objective being to build participation in sport and British Triathlon's intention is to win medals and maintain and enhance the profile of BTF worldwide with the two objectives proving mutually beneficial.

It was stated that throughout the year the mutual objective has been to be more aligned with TE, BTF,

	<p>Welsh Triathlon and Triathlon Scotland.</p> <p>It was confirmed that SMT appointments are joint BTF and TE assigned and with the addition of the two separate board governance, all are jointly committed for the future vision of working much more closely together.</p>
7.	<p>Conclusion</p> <p>The Chair invited all in attendance to stay for the following BTF AGM and requested anyone remaining, to sign in to confirm their presence. It was announced the next session after the BTF AGM would be the presentation of the TE Awards.</p> <p>The Chair then thanked all for attending and for such a positive turnout and contribution to the sport.</p> <p>The President of the TE Council thanked everyone for attending and the council for all their support throughout his presidency. He also wished it to be noted that after the AGM, the voting of the next President of the TE Council will take place.</p> <p>The meeting concluded at 15:10pm.</p>