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**Minutes: Triathlon England Council**

**Venue: Zoom Conference Call**

**Time: 7.00 - 9.15pm**

**Date: Monday 27<sup>th</sup> April 2020**

**Present:** Santi Brage (SB), Debbie Clarke (DC), Brett Connolly (BC), Jamie Gordon (JG) (Chair), Chris Hall (CH), Doug Hosking (DH), Ali Henson (AH), Ashley Hutchinson (AH), Audrey Livingston (AL), Lee Mathieson (LM), Ronnie Parker (RP), Tracey Semple (TS), Mark Summerson (MS), Sarah Taylor-Hough (STH), Lee Wallhead (LW).

**Apologies:** Jane Wild

**In attendance:** Andy Salmon (AS).

	Agenda Items	Responsible	By when
1	<p><b>Apologies for absence and declarations of interest</b></p> <p>JG opened the meeting and welcomed everyone. He congratulated DC on her election as Interim Chair of TEMB.</p> <p>Apologies were received from Jane Wild.</p> <p>No new conflicts of interest were declared.</p>		
2	<p><b>Minutes of last meeting and matters arising</b></p> <p><b>2.1 To approve minutes of meetings held on 1<sup>st</sup> February 2020</b></p> <p>The minutes were approved.</p> <p><b>2.2 Action List</b></p> <p>AS advised that the BTF tender process for merchandising is progressing as planned.</p> <p><b>2.3 Other Matter Arising</b></p> <p>None.</p>		

3	<p><b>Covid-19</b></p> <p><b>3.1 Modelling and assumptions</b></p> <p>AS summarised the approach taken to date and some of the considerations currently being taken.</p> <p>He updated on support either being given or under development for event organisers, clubs, participants and coaches. He also advised on the international position with particular regard to Age Group racing and the difficulties of establishing clarity from Local organising Committees across the world.</p> <p><b>3.2 Financial outlook</b></p> <p>AS advised that for the purposes of financial planning, BTF was assuming no racing in the UK in 2020. This, in turn, produces a reduction in revenue for at least 3 years and current estimates are circa £1.5m. This is made up predominantly of membership, commercial partnerships and event permit fees.</p> <p><b>3.3 TE work priorities</b></p> <p>AS outlined the approach being adopted by BTF and TE as follows:</p> <ol style="list-style-type: none"> <li>1. Respond: Monitoring the crisis, taking great care of people and providing leadership through effective communication</li> <li>2. Regroup: Avoiding bankruptcy, supporting stakeholders, influencing decision makers</li> <li>3. Recover: Mapping out the future growth of the sport in a different environment</li> </ol> <p><b>3.4 IRCs</b></p> <p>A paper had been previously circulated, outlining proposals for the remainder of the 2020 season. The TE Council was unanimously supportive of the cancellation of the IRC's in 2020 and agreed early communication was desirable.</p>		
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4	<p><b>Regions Update</b></p> <p>Each region provided a verbal update. Financial positions were shared via the DropBox folder.</p> <p>Some regions expressed a lack of activity and/or engagement by Regional Coaches. AS to clarify what should be expected.</p> <p>There was also mixed feedback on the performance of regional managers. Again, AS to clarify.</p> <p>There were lots of really positive examples of regional and club activity and regions are very keen to support the national communications campaign.</p>	AS  AS	
5	<p><b>Regional Governance</b></p> <p>JG updated on progress and proposed a bespoke meeting in late May to share draft documents and agree next steps.</p>	JG	
6	<p><b>AOB including date and time of next meeting</b></p> <p>TE AGM and Awards: STH updated on plans for a virtual event and outlined plans for awards. Council encouraged the working group to think creatively about virtual awards and a possible link to key workers.</p> <p>TO's quiz: Gareth Barker to ensure NW TO's are included.</p> <p>AS apologised for recent confusion and advised that there are 10 logins for BTF Zoom account and so duplicate meetings are feasible.</p> <p>LW raised the complex question of individuals exercising twice in one day and posting on social media. It was agreed that this sets a very poor example and that the majority of the swim, bike, run community are following the government restrictions to the letter and that no formal action is required.</p>	STH/AS  AS	