



Welsh Triathlon (WT)

Minutes of the Annual General Meeting Held at 6pm on Monday 23rd November 2015 at Sport Wales, Sophia Gardens, Cardiff

Present (Sport Wales, Cardiff):

Board Members: Tom Overton (Vice Chair and Director of Development), Carwyn Williams (Director of Sponsorship & Marketing), Jon Blakemore (Director of Finance), Tom Overton (Director of Development), Joy Bringer (Director of Child Protection & Safeguarding), Ken Kelly (Director of Performance), Tom Roberts (Director of Rules & Tech)

Staff: Rich Brady (Performance Development Coach), Amy Jenner (Office Administrator), Beverley Lewis (Executive Officer), Andrew Deans (Development Manager)

Telephone call in: Mike Battersby (Director of External Affairs)

Sport Wales Representative: Neil Emberton

Welsh Triathlon Members: James Elgar (NEWT), Christine Birch (NEWT) Janice Coyle (Cardiff Triathlon) Elaine Ferguson (Cardiff Triathlon) Kim Brown (Cr@p Tri) James Brown (Cr@p Tri) Dave Loveless (Cr@p Tri) Bethan Loveless (Cr@p Tri)

Item	Minute	Action
1.	<p>1.0 Welcome</p> <p>TO formally welcomed all attendees to the Welsh Triathlon AGM. And introduces himself as Vice Chair. TO Talked about how we as staff and board are passionate about triathlon in Wales. TO gives a run through of what is on the agenda.</p>	
2.	<p>2.0 Apologise for absence</p> <p>Apologises received from Llyr Roberts (Director of Governance) Owen Evans (Cardiff Tri)</p>	
3.	<p>3.0 Video shown</p> <p>A Video of triathlon throughout Wales and the UK was shown</p> <p>After the video was shown TO expressed his feeling towards triathlon. How at Welsh Triathlon we have a passionate Team of people working. TO gave us a few stats; More Members, more females, More under 18's, More Clubs, More Para triathletes. And how we as members have a responsibility to lead the Vision, Making Wales the proud home of Triathlon. It's about</p>	



	going forward with the next generation of triathletes. And also as members we should encourage others to join Welsh Triathlon.	
4.	<p>4.0 Board/Staff who left in 2015</p> <p>Since the last AGM</p> <ul style="list-style-type: none"> • Chris Butler Donnelly (Chair) • Andrew Johnson (Director of Finance) • Wil Thomas (Director of Performance) • Mark White (Director of Clubs and Membership) • Mollie Borg (Office Administrator) <p>4.1 Staff who have joined</p> <p>Amy Jenner the new Office Administrator is introduced.</p>	
5.	<p>5.0 Minutes of the last meeting</p> <p>The Minutes of the Welsh Triathlon AGM 2014 were formally approved</p>	
6.	<p>6.0 Presentation of Level 2 Standard of Safeguarding in Sport award by Neil Emberton</p> <p>Neil Emberton presented Joy Bringer (Director of Child Protection & safeguarding) with the Level 2 Standard of Safeguarding Award.</p> <p>TO acknowledged the work Bev and her team have done in reaching Level 2.</p>	
7.	<p>7.0 Directors' Annual Report for 2014/15</p> <p>(PowerPoint presentation given)</p> <p><i>Slide 14 BTF Seven Strategic Areas</i></p> <p>BL gave an overview of the New Branding and vision. BL</p>	



	<p>talked about how the new CEO Jack Buckner got all the home nations together to discuss the new branding – All of the home Nations are under the same umbrella of BTF. Jack led the new branding to make us more commercial.</p> <p><i>Question from James Elgar (Newt) – What is the Triathlon Trust?</i> <i>BL: They are the lead organisation who help produce events such as TATA Kids of Steel, they encourage kids to get involved in races, over 3000 kids took part in the kids of steel last year, it isn't about the competition as such, it is about the buzz and enjoyment of the event.</i></p> <p><i>Slide 15 Welsh Triathlon Partnerships</i> BL Talks about our partnerships with Tenovus Women's triathlon, Gemau Cymru – Urdd, Cardiff Games – Taking tri into the streets, BL asked if anyone had any ideas of how we can move triathlon into communities and if so can they email admin. Street Games, Cardiff university's performance centre, BTF Paratri British series.</p> <p>BL Talks about CAST (Cycling, Athletics, Swimming & Triathlon) and how they are working together to deliver our sports.</p> <p><i>Slide 17 Board of Directors/ Staff</i> BL Says that she has 3 full time members of staff and 1-part time. BL Introduces LR, KK and PT as the newest board members.</p> <p><i>Slide 18 Welsh Triathlon Staff/ Welsh Triathlon Board</i> Slide 18 shows the structure of our board. BL explains that MB is our external affairs representative.</p> <p><i>Slide 19 Governance</i> BL explained that we are working for our self-assurance score. And we are currently working towards Preliminary Level in Equality and Diversity, Level 3 in Safeguarding in Sport, Insport Bronze in Disability. And Governance Pilot.</p> <p><i>Slide 20 Equality and Diversity</i> Slide 20 shows the statistics within our work, board and members. BL we have a good E&D in the work place as it is 50/50, kid's membership is good at 54/45 % Male/female, but adult membership is not great at 74/26% Male/Female.</p> <p><i>Slide 21</i> BL says our foundations are strong and we are in good shape to meet the high expectations of our stakeholders</p> <p><i>Slide 22 Calling for help</i> BL Says that as we are only 4 in the office, we need help, we</p>	
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	<p>need volunteers, committee members, board members. We want to get a more solid Tri Star series so we need help from people to develop it.</p> <p><i>Slide 23 Performance</i> RB gives the highlights from the past year – Non Stanford securing her place at the Rio Olympics, Helen Jenkins getting 11th at the WTS, and at the moment we have a lot of athletes coming through our academy system. Liam Lloyd and Morgan Davies both winning this year, Issy Morris getting a silver medal at the under 23 relays – she is only 16.</p> <p><i>Slide 24 Welsh Triathlon Performance Pathway</i> RB discusses our Racing Skills School, and how it is the heart of triathlon for us, it allows club coaches to get involved in a higher level of activity.</p> <p><i>Slide 27 Anti-Doping</i> RB explains how Welsh Triathlon have gone through putting an education strategy together. We are being proactive to educate our academy kids and parents, coaches and clubs. He says to take a look at the website www.ukad.org.uk for more information.</p> <p><i>Slide 29 Performance Projects 2016</i> RB informs us of the dates of when the next racing schools are. And how we want to encourage our youngsters to take part in races like the Tri-Stars</p> <p><i>Slide 30 Development</i> CW introduces himself</p> <p><i>Slide 31 Membership</i> CW says how we have had a 33% increase in membership to last year. The most popular age being mid 40's. And how have 3 members over the age of 70. CW explains why it is important to get club members to sign up and become members of Welsh Triathlon, - you get reduced race entry, discount of certain products and the personal liability. CW explains that the member's fees goes straight back into funding WT in delivering more things like events throughout the year.</p> <p><i>Slide 32 Total Active Coaches and Officials</i> CW mentions that we have rolled out a new strength and conditioning course, and we are currently training new officials. CW says ideally we would like to get an official in each club.</p> <p><i>Slide 33 Events</i> CW tells of how we held the 1st women's only event with Tenovus. And the Tri Star series that was held in North and South Wales, and we are looking into improving this race series.</p>	
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	<p>CW says that we will be holding a course for events organisation in north wales at some point in 2016</p> <p><i>Slide 34 Clubs</i> CW says how 2/3 club members are affiliated to Welsh triathlon. And that we are working on signing up new clubs each month.</p> <p><i>Slide 35 National Championship Events 2016</i> CW lists the National chap events for 2016</p> <p><i>Slide 36 2016</i> CW discusses what we will be delivering in 2016 Improve the profile of our National Championships Deliver the Tristar Series the Tristar's and their parents want Profile Triathlon in Cardiff schools as part of Cardiff Games Club support – InSport/Safeguarding/Coaching/Courses GoTri – coming to Wales! Single Sport collaboration Kids of Steel/Gemau Cymru Partnerships with other organisations e.g. Tenovus, Street games</p> <p>TEA BREAK</p>	
8.	<p>8.0 Welsh Triathlon Annual Awards</p> <p>The Workforce award winners of 2015 were presented with their awards Bethan Loveless – Volunteer of the year Janice Coyle – Coach of the year Pembrokeshire TriExercise Triathlon – Event of the year</p>	
9.	<p>9.0 Finance Report (As part of the Directors Report)</p> <p><i>Slide 44 Funding</i> Report from 1st April 2014 – 31st March 2015 JnB Introduces himself and talks about our funding and how it is up on last year. JnB explains that we get our funding from Sport Wales and the Lottery. We also get other income from Membership and training courses.</p> <p><i>Slide 45 Expenditure</i> JnB explains where our money is going – Performance which is the talent academy and the performance centre. Salaries, Development - Coach Training, Junior Dev. Governance/Admin, Other.</p> <p><i>Slide 46 where are we investing?</i> Supporting current and future increases in membership level through Increasing the number of clubs: senior and junior and</p>	

	<p>supporting club infrastructure through developing significant increases in coaching resource. Rolling out club development guides. Developing performance pathways from youth to elite to maximise our elite athlete potential. Increase the participation in triathlon e.g Tristars, Tenovus Tri. Improve and deliver a fit for purpose organisation with appropriate governance thereby building strong foundations for triathlon in Wales</p> <p><i>Slide 46 Balance Sheet</i> JnB Confirmed that WT hold a surplus of 35.2k currently. Reserves equivalent to 5 months' costs.</p>	
10.	<p>10.0 Appointment of Directors (announced by TO)</p> <p>The following Directors were formally appointed this year</p> <ul style="list-style-type: none"> • Llyr Roberts (Director of Governance) • Jon Blakemore (Director of Finance) <p>And Paul Tanner (Chairman) and Ken Kelly (Director of Performance) will be formally co-opted in January at the next board meeting.</p>	
11	<p>11.0 Open Forum – an opportunity to ask questions t the board Directors and Staff</p> <p>TO opened the floor to questions from the members.</p> <p><i>A Member asked – What are the Plans for Membership, have we looked at the British Cycling Model.</i> BL answered the question that Compulsory Membership won't happen in our sport, but we are looking to add value by launching a free fan based membership, and that we will be looking into our Age group package. We also have the Tri Connect feature which enables members to look at own race results and compare them to others. Tri connect is also for coaches and officials not just for members, it is led by the BTF but with Home Nations Input.</p> <p>TR mentions that we will have a new rule book out in January, it will look more like the ITU rule book.</p> <p><i>Another Member asks, As a club do you think it should be a respirable thing – should WT do more?</i></p> <p>BL answers that she agrees and at the moment we are trying</p>	



	<p>to build our communications with members through social media and newsletters, and our next challenge will be looking at a more business and commercial side</p> <p>TO says profile is key, we need to let triathletes out there know that there is an actual NGB for Triathlon.</p>	
12	<p>12.0 Re-election of Board Members</p> <p>TO re-elects</p> <ul style="list-style-type: none"> • Tom Roberts (Director of Rules and Tech) • Carwyn Williams (Director of Sponsorship and Marketing) 	
13	<p>13.0 Raffle Draw</p> <p>Andrew Deans explains about the raffle – members who filled out a survey for us in the summer were entered into our prize draw to win £100.</p> <p>Naomi Collier is the winner.</p>	