

Welsh Triathlon Board Minutes

| Welsh Triathlon Board Meeting | |
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| 12 th September 2017 | Attendees: Jon Blakemore (JnB) Beverley Lewis (BL) Tom Overton (TO) Owen Rodgers (OR) Sarah Roberts (SR) Llyr Roberts (LR) |
| Chairman | Acting Chair Tom Overton -agreed by Board at Meeting |
| Minute taker | Beverley Lewis |
| Chairman's Opening | |
| APOLOGIES Paul Tanner (PT) Tom Roberts (TR) Marc Jenkins (MJ), Mike Battersby (MB), Mike Tate (MT) | |
| Welcome: TO confirmed that since the discussion at the last Board Meeting the Board Reports would be presented by discussion and decision requirements only | |
| Conflicts of interest / Risk Register | |
| Conflicts of interest: TO position within SW OR position within Cardiff Met in relation to the Performance Centre | |
| Risk Register: Discussed by red flag | |
| Approval of minutes | |
| Approval of Minutes from 23 rd July 2018 Subject to amendment around Approval or Articles (request from MJB to take legal advice on a few items prior to finalising) | |
| PROPOSE Llyr Roberts SECOND Jon Blakemore | |
| AOB | |
| 1.BTF Resolution 2.SW Board Parity 3. Insurance | |
| Board reports | |

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Financial Update JnB

JnB presented the current position as per Board Report
Reminder working towards a 13k loss for the FYE with 25k contingency for WSS
53% SW funded

Currently 24k favourable to budget
Development figure reporting a 14k loss, but BL confirmed this was due to WSS
costs not an actual loss in 2018/19 budget. WSS coming in significantly below
contingency.
Accounts have gone to be prepared for 2017/18

EO Report:

Discussion around autonomy
BL to bring paper to Board next meeting to highlight issues and discuss strategic
options

GoTri Brand important to Wales - MJB to impress on BTF Board importance of UK
wide development of product to be considered

DMG Report

Events global coverage 120 streams WSS - great result 50,000 viewers S\$C
programmes and significant SM results.

Concerns over marketing and commercial missed opportunities. BL discussed
consultant options to address this gap in skills.

TO working with AJ to bring Young people on to the DMG, athlete and Young
Ambassador. This ties in with the BTF Young Persons Forum being set up currently.

Kerry chow working with WT to audit GDPR

Office expansion 3-5th October

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PMG - report as read

GLG Report:

Discussion around Articles and current progress since legal advice sought
Work sits with GLG subgroup but still hope to meet AGM

Officials Report - report taken as read

BMG Report

Bl update on current partners and potential new initiatives/partners

Sport Wales Update SR

SR drew the Boards attention to the decision taken by SW to have gender parity by 2021

A Board diversity breakfast meeting 18th September will be attended by LR and BL.

Agreed that GLG would review Boards requirements to move towards a balanced Board.

SR urged the Directors to take a look at the Vision for Sport and identify ways WT contributes to the objectives. It will be a requirement for Sports to report against these Sw objectives in funding investment applications in the future
Investment review going to roll over by 6 months with a light touch for next FY and a 18 month funding arrangement following. This enable SW to get the funding investment process reviewed and renewed.

RemCom - Item for approval

Remcom met to discuss a staff salary review 5th September (CEO salary excluded). Activated by the need to benchmark salaries against BTF and NGB rates and potential loss of key staff. BL presented history of role development/risks associated with losing staff and budget risk/mitigation in salary review. The Board unanimously agreed to the recommendations of the RemCom. Staff to be awarded revised salary figures for 1st October.

Staff: The new position of Development Coach will be appointed from October 1st after successful recruitment and interviews for the Programme Administrator agreed at the Special Remcom Meeting 20 Aug is at recruitment stage.

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Strategy/Stakeholder review

TO felt that the Strategy was not visible enough to the Board when making decisions. Consideration of how to link discussion

Subgroups to follow up on stakeholder engagement work - next stage plan to address gaps

AOB

1. BTF AGM and resolution discussion around attendance and the resolution around appointment of a Board H Director

2. SW Board Parity discussed under SW update

3. BL confirmed Director insurance in place
Insurance premium will be doubling due to increased claims - BTF renewing for 6 months which give WT time to check out other providers

| Action Items | Responsible | Deadline |
|--|-------------|-------------------|
| 1. GLG to review and action Board Diversity plan | LLR | 14 Nov 2018 |
| 2. BL to prepare presentation for Nov Board around autonomy | BL | 14 Nov 2018 |
| 3. Raise importance to Wales of GoTri Brand | MJB | BTF Board Meeting |
| 4. Subgroups to complete next phase of Stakeholder engagement work | Subgroups | 14 Nov 2018 |

Date of Next Meeting

Scheduled for 14th November 2018

AGM 18th November 2018

Chairman Close and Thankyou

Meeting was adjourned at 20:49 by TO