

Joint meeting of the BTF Board of Directors and the Triathlon England Management Board

Minutes

Monday 14th September 2020

Venue: Zoom Conference call

Time: 18.00- 19.00

Present:

BTF Board: Bill James (BJ) - Chair, Debbie Clarke, (DEC), Nicky Dick (ND), Sara Heath (SH), Martin Kitchener (MK), Amar Melwani (AM), Neil Saunders (NS), Andy Salmon (AS), Greg Warnecke (GW).

Apologies: Richard Ashton, Dougie Cameron, Helen Jenkins

Present TEMB: Debbie Clarke (DEC), Kevin Currell (KC), Duncan Hough (DH), Halima Khan (HK), Andy Salmon (AS), Tracey Sample (TS), Sarah Taylor-Hough (STH), Steven Watmough (SW)

Apologies: Sally Lockyer, Avi Tillu, Louise McFadzean

In attendance: Jamie Gordon, Ian Howard

	Items	Responsible	When by
	PART ONE - JOINT BOARDS		
1	<p>BJ welcomed everyone to the meeting. He welcomed Martin Kitchener following his recent appointment as Chair of Welsh Triathlon and the WT Board representative on the BTF Board.</p> <p>Minutes of a meeting held on 17th August 2020</p> <p>The minutes had been previously circulated and subject to one minor correction, were approved as an accurate record.</p>		
2	<p>Actions and Matters Arising</p> <p>AS confirmed that actions were complete.</p> <p>There were no other matters arising.</p>		
3	Covid-19 Report		

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	<p>AS provided a verbal report.</p> <p>The UK/England Government announcement and subsequent press conference regarding the 'Rule of 6' had caused huge anxiety across sport due to the time taken for government to confirm that organised sport was exempt. Despite this confirmation and prompt communication by BTF and other sports, there remained a residual confusion.</p> <p>A strong team had competed in the World Championships in Hamburg where Georgia Taylor-Brown secured her first World Championship and the Mixed Relay team comprising Georgia, Barclay Izzard, Jess Learmouth and Alex Yee secured a bronze medal.</p> <p>A smaller team of three athletes then competed in a World Cup race in the Czech Republic the following weekend.</p> <p>Both Boards wished to note their congratulations to Georgie Taylor-Brown and the Mixed Relay Team and all of the coaches and support staff who had worked so hard to make the trip possible.</p>		
4	<p>Finance</p> <p>Reports for period 5 had been previously circulated and were noted.</p>		
5	<p>Leeds 2021</p> <p>AS provided a verbal update.</p> <p>BTF had attended a meeting of the UK Sport Major Event Panel in support of a bid for investment in the 2021 event. The team had been congratulated on the quality of the bid and its presentation to the panel. Subsequently, the panel had approved the bid for recommendation to the UK Sport Board on 22nd September.</p> <p>The Boards congratulated the Executive team on progress made to date.</p>		
6	<p>Car Allowance Proposal</p> <p>Papers had been previously circulated.</p>		

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	The Board approved the proposal to replace a fleet of company cars with a car allowance scheme, subject to clarification and agreement on the following points:	AS	
7	Date and format of future meetings It was agreed that the frequency of these joint Board meetings should continue to be every 4 weeks. The next Joint Board meeting will be on Monday 12 th October 2020.		
8	AOB None.		
	PART TWO - TEMB ONLY		
9	TE AGM A draft Resolution had been previously circulated and was approved.		
10.	Recommendations from the Nominations Committee 10.1 Non-Executive Director, Events & Participation DEC advised that an Interview panel had been appointed and interviewed 4 candidates from 24 applicants. The standard of applications was extremely high. The panel had identified a first and second choice and recommended to the Nominations Committee which in turn recommended the appointment of, subject to satisfactory references. TEMB approved the appointment, subject to satisfactory references. 10.2 TE Chair KC advised that an Interview panel had been appointed and interviewed 3 candidates from 5 applicants. The panel had recommended to the Nominations Committee which in turn recommended Debbie Clarke to the TEMB. This was approved. Furthermore, DEC and JG advised that the appointment of DEC as Chair now provided a vacancy for a Council Appointed Director (CAD). They suggested that the requirement for this CAD to reside in		

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	<p>one of a given number of specific regions be removed and that Council appoint the most suitable Director, irrespective of location.</p> <p>TEMB were in favour of this suggestion but sought the views of Council before proceeding. DEC and JG to seek views from Council.</p> <p>AS to draft a new resolution(s) in anticipation of this change being agreed,</p>	<p>JG/DEC</p> <p>AS</p>	
11.	<p>AOB</p> <p>DH queried the lack of Home Nation branding on merchandise and whether a revenue opportunity was being missed. AS to revert.</p>	<p>AS</p>	