

2017 Annual General Meeting Minutes



Date: 26 November 2017
Time: 13:00
Venue: Glasgow Caledonian University

Attendees

Lindsay Arnott	Jane Askey	David Auchie	Stewart Bailey
Chris Black	Eric Blyth	Joanne Byrne	Nobby Clark
Sue Clark	Eilidh Clarkson	Ross Crombie	Gordon Dixon
Cathy Gallagher	Jennifer Griffin	Alison Hannan	Maureen Hill
Jamie Hutchison	Kevin MacArthur	William McGuire	Jill McIntyre
Andrew Miller	Andy Milne	Stephen Morrow	Robert Myler
Nick Oswald	Robert Ovens	Lee Reid	Penny Rother
Arash Sahraie	Tracey Sahraie	Alan Semple	Barbara Sweeney
Craig Trewartha	John Whittaker	Allister Short	Dona Milne
Andy Salmon	Craig White	Linda McLean	Jane Moncrieff
Patsy Craig	Pamela Sneddon	Gemma Simpson	Craigie-Lee Paterson
Carolyn Reid	Fergus Roberts	Morven Fountain	Bex Milnes
Fiona Lothian	Susie Benson	Calum Reid	Crawford Whyte
Elise Methven	Andy Redman		

Apologies

Chris Farrell	Beverley Lewis	Gavin McLeod	Robert Steenson
Stewart Harris	Mel Young	James Harrison	Selwyn Parker
Jack Maitland	Lorna Sloan	Lindsay MacKenzie	Paul Kefford
Bill James	Catriona Morrison	Mike Whittingham	Lynne Lauder
Justine Allen			

1. & 2. Welcome and Apologies & Introduction

Gavin Calder, President Triathlon Scotland,

Gavin opened the meeting welcomed all to the Triathlon Scotland 2017 AGM. The apologies were noted.

Andy Salmon has now resigned from the board as Chair and has started his new role as CEO for British Triathlon. Dougie Cameron was appointed as Chair at the beginning of October 2017.

3. Approval of the Minutes of the AGM held on 27 November 2016

The minutes of the last AGM were approved and were proposed by Stewart Bailey and seconded by William McGuire.

4. Matters Arising from the 2016 Minutes

There were no matters arising from the 2016 minutes.

5. Triathlon Scotland 2016-2017 Annual Review

Jane Moncrieff, CEO Triathlon Scotland.

The following is a transcript of Jane's speech.

A very warm welcome to you all and thanks for taking the time to come along and support the achievements of our triathlon community as well as supporting the work that goes on at Triathlon Scotland. Your communication with the organisation really helps our team know whether the work they do, week in week out is meeting your needs and whether we are doing as well as we should be. Positive feedback is always welcomed and certainly makes our jobs more enjoyable and equally constructive feedback about things not going so well is also important as at least we know you are engaging in what we are putting out there and can do something about it. So, feel free to ask any of the staff who are around today if there is anything you would like to find out or talk about.

This year like all the others has flown past and it is quite hard to believe that it is more than a year ago since we were celebrating the wonderful success we had at the Paralympics in Rio with Alison and Hazels Silver medal! It's now only 5 months to go until 2018 Commonwealth Games in Gold Coast where we hope to have a strong Scottish contingent joining Team Scotland. This announcement will be made in a few days' time on the 30th November and we hope you join us in congratulating the athletes selected. Fiona is going to tell you a little bit more about that later as well as giving you a few updates on all things performance!

We have had a few changes to both our Board and our internal staff over the last year. As many of you might be aware Andy Salmon has left his role as TS Chair to become the BTF CEO, which is great news from a British perspective but we also think from a Scottish perspective too! Good luck with that Andy and at least we haven't lost you from the Sport! We are delighted to welcome Dougie Cameron as our new Chair and feel sure that Dougie's skills and experience will provide Triathlon Scotland with a new set of eyes, ideas and help us set out our next 4 year plan from the sport in a time which we suspect will be financially more challenging.

In addition Stephen Morrow our current Finance Director and longest serving Board member steps down from his role as his term ends and Duncan Macrae has now been appointed to take his place. Welcome Duncan big thanks to Stephen and we look forward to hearing a few words from Duncan shortly!

Chris Black, Communications and Marketing Director, has also stepped down due to work commitments and we look forward to formally thanking him later on too. We will be looking to recruit a new marketing Director in the New Year. Look out for the advert for this one.

In an attempt to work more closely with our Age Group community in Scotland we have created a new Age Group Director position and we will be electing this person a little bit later in the proceedings. This person will play a key role in providing the conduit between Scotland and our Scottish Athletes representation as GB Age Groupers. We hope that through having more engagement with the triathlon community we will also attract more Scots to give Age Group racing

a go! I know many people in Scotland would qualify but aware that sometimes they might just need a little bit of encouragement to take the step.

Staff wise we have also had some comings and goings and whilst we are always sad to see team members move on we are always lucky to be able to recruit new staff that bring different perspectives, skills knowledge and enthusiasm - this keeps us moving forward and fresh!

Doug McDonald, Coach Development, moved on early in the year to a performance role in Scottish Canoeing and has been replaced by Susie Benson, whom many of you will now have met. Susie has a sound National Perspective on Coaching having come from **sportscotland** and has already introduced some new initiatives and thinking. She continues to work with British Triathlon in developing and reviewing our coaching qualifications. We have recently run our first Activator course which is primarily aimed at giving people the skills to develop grass roots activity. Watch out for more of these courses over the winter. Our Coaching conference will be on Sunday 25th February at..... and will go live for booking before Xmas. This is a great opportunity to network with other Coaches as well as to update your skills and knowledge. Be sure to come along! Have a chat with Susie for more info.

Lesley Jakubiak, our communications officer also left for pastures new this year, changing career to take up Secondary teaching and has been replaced by Carolyn Reid. Carolyn has a design and digital marketing background and has already been creating some lovely content for us, some of which you will see today! She has very quickly got to grips with the swim, bike run concept! Not sure if she has committed to any triathlons just yet though!

With the help of your membership monies we recruited Morven Fountain as our part time Events and Volunteer officer. She has been a great addition to the team adding more structure & quality to our event permitting processes and helping develop our Technical official workforce - more about that later.

Our performance team has also seen some changes this year as Blair Cartmell, our long standing performance coach moved on and we were delighted to promote Bex Milnes to the Lead Coach position. We have restructured and renamed our squads a bit too, more on this from Fiona later, and have now recruited Crawford Whyte as part time Academy Coach.

So a big thank you to all the staff and the Board members for all the work they do. We all genuinely love what we do and are committed to growing and developing the sport over the forthcoming years - well done team!

Looking to next year where we are excited about hosting the Inaugural 2018 Glasgow European Championships. Many of you will all already be aware of this multi sports opportunity next August where 6 Sports come together to hold their European Champs. Triathlon will be held in SCP again and will see elite athletes compete in individual sprint champs as well as the team relay format. This addition to the programme has also now been included at Olympic level and we look forward to watching this fast and exciting race in Tokyo in 2020. In addition, similar to all another triathlon events, its not just about elite triathletes and we will also be hosting the Age Group Sprint Champs on the Saturday and also a full day of Go Tri/novice activity on the Sunday 12th August. Look out for further information in the New Year but the tickets are now on sale and perhaps it would be a good Xmas present for someone! Here is an inspiring video to whet your appetite!

In order to take full advantage of this opportunity we are delighted to have secured some funding for a part time participation Officer in partnership with Glasgow 2018 European Championships. Craigie Lee has joined the team in the last few weeks with her primary focus to work with North Lan, Glasgow, South Lan to increase participation to those new to the sport & those traditionally less active culminating in taking part in the festival on the Sunday in August. We will be promoting these opportunities very soon and are pleased to have taken on Fergus Roberts, one of our former performance squad athletes, in a communications intern capacity. Fergus has lots of good ideas for campaigns to spread the word and to try and encourage a new and wider audience to give triathlon a tri!

Communications remains high on our agenda across everything we do and for those that are engaged with our main methods of communications enews, club news, membership campaigns, facebook, twitter and Instagram we get good feedback. Our Enews database is 4,600 people and we are encouraged that our subscribers do open our emails with our stats reporting that we perform above the industry average for Sports campaigns, our average is 33% opens, sports average is 25%.

Be sure to opt into our news and special offers. We don't pass your membership data to third parties, but we do tell you when you get priority entry for events, special offers on products, or exclusive competitions where you might train with an elite athlete.

We continue to invest in the production of high quality videos at our Champs, which generate the most reach for us on social media, where possible staff at events will post short clips to encourage others to participate. We shall show you our annual video shortly!

Our biggest hitter on social media this year was the cross Tri Champs, closely followed by the standard champs. Both had over 33,000 interactions.

Keep an eye on our Instagram too; we will be spending more time on that platform next year!

Whilst we are pleased with our progress with social media and the amount of engagement we are getting we are acutely aware, like most organisations, that we still do not reach everyone through these approaches and we are always keen to learn how we can engage better with those not engaging with these platforms.

One of the things we said we would improve this year was to have more face to face contact with our clubs and our members. Having tried various formats over the years we agreed that rather than expecting clubs to come to us or to a central point we would try and take ourselves to clubs. We ran three roadshows across Glasgow, Montrose and South Queensferry and by all accounts we got really good feedback and a good cross section of clubs attending. Key ingredients being great networking opportunity for clubs to share challenges and good practice as well as an opportunity for clubs to put names to faces TS wise. We all enjoyed them too and look forward to getting the dates for next year out post Xmas.

On the same theme of better face to face contact we also instigated a Presidents Forum this year as part of our drive to better communicate and whilst the two we ran worked really well it would be great to see a larger number of Presidents attend next year. An action out of this meeting was to set up a Presidents private Facebook group where information can be shared and where Triathlon Scotland can post relevant updates aimed at Presidents. We are still working on getting Presidents to sign up to this. If you are a President of a club in the room come and speak to us about this and we can help you get signed up if you so wish!

Our membership numbers continue to increase and certainly our rolling membership has helped with this along with the membership campaigns we have been running on a monthly basis. We have a membership target of 12% increase and this year we have achieved an impressive 27% increase. So thanks everyone for your support. Also of positive note is that our youth and junior membership increased by 20% with an encouraging increase in more girls than boys in both youth and Junior. Our gender adult split remains about the same at 35% women to 65% men. Work still to be done in convincing women to become members but we know that women in general are participating in events more and a good example this year was in the Scottish Cross Triathlon short race at Aviemore where we had a 50/50 split men to women. As a result of this Paul the RO put on a specific women's wave and this received very favourable feedback. So things to learn for the future.

Whilst we are always looking at ways to improve your membership offer the key ingredient is that it provides you with a race licence, covers you for insurance including in training, allows you to

compete in Championship events, ranking series and membership days and of course you are helping to support and develop the sport for all to enjoy. The member days are a new initiative for this year and having had a very successful first one last week this seems to be something we will do more of going forward. Our plea to you is that we rely on membership income to develop the sport in Scotland and as public funding is set to decrease for sport due to decreased lottery sales then becoming a member of TS will become even more important to us. We are a not for profit organisation and so any money we generate from membership goes back into the organisation to deliver our activities. We are keen to hear how we can make our membership attractive to more people.

You will be glad to know that at this moment we are not changing the membership fees but with a new Chair and Finance Director in place and the need to review where we are at against our plans and our financial situation we will be undertaking a membership review and will be in touch to get your thoughts and opinions around this.

Events continue to be what inspires our participants and we have also been working hard to develop our Technical Official workforce to ensure that more events can have a TO.

We have had great success attracting new MOTOs and TO's and having started the year with 22 active TO's and 18 trainees we have ended the year with 30 active and 15 trainees. I have put up some interesting stats here for you for those that like numbers but won't dwell on it. Despite the numbers of events they attended only 43 penalties were given! So our ethos of keeping it fair but making sure the participants are safe and have fun seems to be working and it's never been a better time to get into officiating if you would like to give back to the sport.

Thanks go to Morven who has joined our team as the event and volunteer officer as she has been instrumental in pulling all this work together and having more time to spend contacting new and established TO's. It's thanks to your membership money that we were able to create Morven's post.

So far in 2017 our participation race starts sits at 13,000 and combined with our come and tri participation events this takes our number to 18,000.

We were delighted to introduce Ironman 70.30 Edinburgh to our list of permitted events. This was Scotland's largest mass participation event ever (1300) and we look forward to seeing this number grow over the next couple of years. Let's hope the waves and wind are a little less extreme next year but well done to all who braved it and completed for some their first 70.3!

Glenrothes Triathlon Club was the first club to help launch Go Tri in Scotland as well as including an Aquabike, a format which we are keen to encourage more for those that can't or won't run!

Introducing new formats such as this makes the sport more inclusive and encouragingly for those that would like to wear a GBR suit and don't want to run the ITU have introduced a World Aquabike Championships in Denmark in 2018! Take a look if you are interested.

New Cumnock did a wonderful renovation of their outdoor pool and celebrated with a triathlon and youth aquathlon - one for your calendars next year!

Unique events are something that seems to attract participants into the sport particularly first timers and this year Arran Triathlon Club hosted Island to island where participants enjoyed being taken in a speed boat to Holy Island and then swimming back - Scotland's version of escape from Alcatraz!

Obviously we all love unique events but we also rely on many regular races on our calendar that people love to do year on year. Particular mention to Active Aberdeenshire and the MPH Triathlon Series and Live Borders series where their races between them make up almost 20% of our race calendar. Thanks to Steven Barrett and Neil Renton respectively for running these.

As usual we had a great Championship Series this year. Well done to all who took part and to all of our Scottish Champions! Following a review of the series and the way we award Champs events we have agreed to award an event Champs status for 2 years to allow their event to develop and to give you as a participant the opportunity to plan your races better. We are delighted to announce the 2018 and 2019 Championship events.

There are so many other great races in Scotland and we appreciate everyone who organises them, big thanks to everyone as this is the bread and butter of our sport - no races = no triathlon! Keep up the great work

Please remember if you don't tell us your events dates we can't promote it for you so please let Morven know your dates and events you are planning to run and we can get them on our event finder.

Developing the sport is one of our key objectives and so much of what we do is about this. Far too many things to tell you about but just wanted to mention a couple of key projects.

Thanks to cashback funding (proceeds of crime) we have been able to deliver come and tri events to children in areas where there are high deprivation indicators. This has been done through great partnership work by the development team as well as the money received allowing us to provide bikes and other equipment to break down the barriers that we know exist. In addition to make the work sustainable and ongoing the team have been delivering training to ensure local volunteers, teachers and young people can run these activities going forward. There is much work to be done still as we move to other areas but well-done Elise, Andy and Calum for rolling out this project.

Last year we were also successful in receiving Awards for all monies to roll out Skills School. A UK wide programme aimed at 11 - 16yr olds with the primary aim of developing skills through fun, creative and athlete led sessions. These sessions have proven to be successful for lots of reasons and have varied considerably depending on the locations, coaches and youngsters involved but we are keen to continue with this programme and will and are seeking new funding sources to do so. If anyone has any good contacts that might be able to help, please come and speak to me.

Much of the development work happens through our clubs and once again I would like to extend a huge thank you to our entire club network supported by volunteers for what you do for the sport. The number of clubs we have across Scotland is growing, 56 at last count, the size of our clubs are growing and more clubs are now introducing youth sections which is all going in the right direction. We will hear about some of our great clubs, events and volunteers shortly when we get into our awards ceremony.

Just remains for me to say you all make the sport what it is, thanks for your support over the year and remember we are a friendly bunch, please pick up the phone to us at any time if there is anything you would like to talk about!

Enough from me and over to Fiona to tell you a little bit about the performance end of the sport.

Fiona Lothian, Head of Performance

It's now been over 3 years since the non-wetsuit swim in Strathclyde Park for the 2014 Commonwealth Games. The triathlon team for the 2018 Commonwealth Games will be announced on 30 November 2017 by Team Scotland who select the team from Triathlon Scotland's nominations. We will name our full quota of three athletes. Currently, we do not have enough places to fill a triathlon relay team, but will be putting forward a good case in January for another

place. Team Scotland's places have been tight and triathlon will only get an additional place if another Scottish team doesn't fill its allocated places or Team Scotland are given more places that other countries are not using. We will have competition from other Scottish Teams for any places that are made available.

Improvements to the structures of the squads have been made. The Foundation Squad has now been renamed the Academy Squad to align with British Triathlon. The Confirmation Squad has been added to allow those who are moving on from the Academy Squad a chance to develop before joining the Development Squad.

The number of international race starts has been increased this year with good success. This experience is crucial to allow athletes to gain experience before trying out for GB squads.

The majority of the operations budget for performance comes from **sportscotland**, 50%, 20% from Winning Students, 15% from athlete contributions, and the rest comes from British Triathlon. The level of British Triathlon funding is based on centres, not Home Nations, and the number of supported athletes. 92% of staffing comes from **sportscotland** and 8% from the University of Stirling.

Fiona shared her personal highlights through a collage of photos.

A question from the membership arose about the recent press coverage of bullying in sport and what Triathlon Scotland was doing about this. Triathlon Scotland has not looked at bullying specifically, but is undertaking a Child Protection Review and part of this is about engagement from everyone and the culture and ethos within the sport. This will apply to everyone, from children to performance athletes, coaches, volunteers and parents. Triathlon Scotland will be looking for engagement from the Triathlon Community around the Child Protection Review and will be organising some formal focus groups in the New Year. In the meantime people were encouraged to give their thoughts and raise any concerns via the welfare@triathlonscotland.org email address.

Gavin Calder thanked all the staff, volunteers, coaches, technical officials and volunteers for their hard work.

6. Financial Report and Approval of the Annual Accounts for 2016-2017

Stephen Morrow, Finance Director for Triathlon Scotland.

Stephen gave the membership an overview of Triathlon Scotland's financial situation. The annual accounts for 2016-2017 are now available from the Triathlon Scotland website. There was -£700k income and expenditure, leaving a planned deficit of £7k for the year, which the board were happy about. Triathlon Scotland is a not for profit organisation so wherever possible as close to a break even situation will always be sought.

The investment from **sportscotland** in 2016/17 was c£460k and Triathlon Scotland are grateful for this support. Triathlon Scotland continues to have strong cash reserves.

The presentation slides showed the income, expenditure and reserves and the details of these.

Stephen thanked our key stakeholders for their continued support and the staff for good financial management.

7. Appointment of Auditors

The recommended accountants, French Duncan, were appointed.

8. Election of Directors

The board advertised for both the roles of Finance Director and Age Group Directors.

a. Finance Director

Duncan Macrae was appointed to the position of Finance Director after a recruitment process by the Board. He gave a brief overview of his background.

b. Age Group Director

There were two candidates brought forward to the AGM for election for this position by the Board, Penny Rother and Allister Short.

Dougie Cameron, Chair Triathlon Scotland, introduced both Penny and Allister and presented their supporting statements to the AGM. A vote took place and Penny Rother was elected to the Board as the Age Group Director.

9. Vote of Thanks to Retiring Directors

Stephen Morrow is stepping down from the Board after serving 6 years on the board. Also retiring from the board are Andy Salmon, Chair, and Chris Black, Communications and Marketing.

Jane Moncrieff thanked them for their time and presented them with a gift.

10. A.O.C.B.

No further business arose and the 2017 AGM came to a close.