



Committee Meeting

25th November 2018

The Edge 6 – 8pm

Present – Clare E, Kay, Richard, Phil, Clare M, Nicola, Amy

Apologies – Rebecca, Dan

1. Action Log -Reviewed and UPDATED as follows

- a. Trophy Cabinet – Currently not enough money in budget – to revisit later
- b. Storage Cabinet for The Edge – TR /NF sorting .
- c. Gazebo – good investment, used it at PECO today
- d. Leaders rota – Some have difficulties accessing google docs but looking at this.
- e. Social Media documents – Completed
- f. TT and PG still to meet
- g. Archive – to be added to website and marl as completed.
- h. London Marathon – Completed

2. Training Survey

Discussed key findings

- that lots of people go to Kirkstall Hills as they want to get in mileage/good session.
- Lots of people go to Run and Talk and joined club because they went to Run and Talk.
- It seemed like not a lot of people go to First Tuesday.
- One person fed back they didn't go to FT because they don't know what intervals are.
- Some people don't go to Thursdays due to injuries
- Comments on hills sessions around people not being able to get to it and lack of facilities.

Moving forward agreed to trail anew format for all Tuesday sessions.

All Tuesday sessions will have groups 1- 8 with an additional session each week as follows

- **First Tuesday of Month have groups 1- 8 and #RunandTalk**
- **Second Tuesday of Month have groups 1- 8 and Kirkstall Hills**
- **Third Tuesday of Month have groups 1- 8 andan introduction to (this could be something different each month)**
- **Fourth Tuesday of Month have groups 1- 8 and Hills session (from Edge)**

➤ **Fifth Tuesday – when they occur to be a planned transition session**

These changes are dependent on having enough leaders available.

Other items from Survey – comment about warm up – to ask leaders to address this by asking if people are warmed up at start of sessions.

ACTION – to discuss someone leading a warm up in the future at LiRF meeting

ACTION – Amy to put something out to members – to feedback on survey outcomes/proposals

3. **Track Forum** The track forum that Amy attended is planning to hold quarterly meetings. Amy has asked Emma from England Athletics for additional help for us to add in access to track sessions for HPH members

4. **Club Run**

Discussed putting in an application for Club Run coached sessions (external coaches). If we're successful, Emma from England Athletics will attend each session and offer promising potential coaches a bursary.

5. **Coaching and Coaching Strategy**

NF raised the need to have a timeframe for the development of the clubs coaching strategy. Nicola/Amy to draft for discussion at next committee meeting.

Member who has just completed his F-CiRF course and has sent in a proposal by email. This raises the issue of charging for coached sessions in eight week blocks. His proposal would be looking at a specific group and looking at what their outcome goals are and working towards achieving these. This would cover the cost of his CiRF. FH is also a qualified CiRF and is keen to offer something to members. Both would want it to be made clear that they are new coaches.

Other members have recently made enquiries regarding funding to complete CiRF. It has been agreed to have an application process. ACTION – Find out from Dan how much budget is available

ACTION –AY/NF to put application process in place

ACTION – AY/NF Look at TRI coaching policy for possible replication

ACTION AY/NF to develop timeline for coaching strategy for discussion

6. **Christmas**

Christmas Day and NY falls on a Tuesday agreed will not put on replacement sessions during the week.

7. **Risk Assessments**

Discussed email from CB following an incident on Thursday's Speed and Strength session. Curtis has filled in an accident form.

Discussed need to have upto date risk assessment. NF feedback discussion at recent LiRF training

ACTION – Kay to circulate information on what is required for Risk Assessments on England Athletics website

ACTION – once Risk Assessments are written, to add this to weekly briefing to highlight where members can find them

ACTION - to look at our generic risk assessment and update/amend

8. Welfare

Discussed the welfare role – need new volunteer to take this forward and lead however was reiterated that we all need to play a part in contacting/highlighting injured runners or those who have not been to club for some time

9. GDPR

TA has raised a comment about photos posted on FB saying we need an opt in rather than opt out for photos at sessions and races.

ACTION to raise this issue at next LiRF meeting

10. Race Survey - 59 responses

Highlights are

- Cost came out on top of influencing factors for entering races
- 55% of respondents said they wanted the number of races that 'count' should stay the same
- Can only change age grading for road races
- Club competitor – 59% of respondents said there was no need to change
- parkrun championship. 60% of respondents said to leave it as it is

Based on info available committee discussion possible format ideas/suggestions include

- Reducing number of divisions
- Need to keep mid-week races for those who work weekends.

The committee also discussed ideas raised by members for a marathon/ultra-championship comments. The two suggestions have different ideas. NF is liaising directly with the members regarding the ideas. There is still some concern regarding the number of championships.

It was agreed there are many things to consider and that we are not able to meet everyone's suggestions. Dedicated time for further discussion to be planned in. Kay suggested inviting relevant members to a committee meeting to talk us through their plans and hear our concerns/suggestions.

ACTION – Richard to send survey results around and a draft race championship structure for further discussion

11. Awards Evening 2019- is due in March. Proposed date 9th March 2019

Date and time of next meeting 6th January 2019