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**To:** "[Derek.Connop@hotmail.co.uk](mailto:Derek.Connop@hotmail.co.uk)" <[Derek.Connop@hotmail.co.uk](mailto:Derek.Connop@hotmail.co.uk)>  
**Subject:** **Welcome to Be TT!**

Dear Derek,

Following the confirmation of our governance reforms at the recent EGM I am pleased to say that we are now in a position to proceed officially with the Be TT programme.

I am delighted to say that after an extensive assessment process you have been successful with your expression of interest, and we would love to work with you to build better TT experiences in the Portishead & Bristol area. Other applications from the area have also been successful and where possible we will expect a joined up approach to ensure the best use of resources.

The next steps for the programme are:

1. Send out the BeTT membership satisfaction survey to your area. As you are aware, Be TT aims to build better experiences and we will use this survey to find out how happy people are, and what things they want improved as well as using the survey as a measurement tool throughout the project. The link for the survey is here: <https://www.surveymonkey.co.uk/r/Be-TT-2017>. We are aiming for at least 50% of members in your Be TT area to complete this. In order to help you do this, I have added to the bottom of this email a draft template for you to send on to all club and league members within your area explaining the survey. If you can ask other club/partner contacts to forward this on to their members also that would be great.
2. Set an official date and venue for the first meeting of all key local partners (between 3-4 weeks' time). At the first meeting we will present our local insight guides and discuss the priorities for the Be TT action plan and any funding/resources required to achieve these priorities. Could you suggest some dates and a venue?
3. Complete an audit of current provision in your area (attached). This must be completed in order for us to gain a full picture, but we can complete this with you either before or during the first meeting. Please complete what you can in the meantime. We will cross reference this with the insight data we already have for your area and we can present this at the first Be TT meeting. We will also look to produce infographics for your area like the attached national picture of competitive players.

If you have any questions at this point, feel free to get in contact.

We look forward to working with you to build a better Table Tennis experience in the Portishead and Bristol area.

Kind regards,

Lee