



SCOTTISH DISABILITY
SPORT

LEADING THE DEVELOPMENT OF SPORT AND PHYSICAL RECREATION
FOR PEOPLE WITH DISABILITIES THROUGHOUT SCOTLAND

Minutes of the Thirty-fourth Meeting of the Management Committee of Scottish Disability Sport held on Wednesday 20 February 2002 at **sportscotland**, Caledonia House, South Gyle, Edinburgh EH12 9DQ at 18.00 hrs.

1.0 Attendees:

Bob Mitchell	President
Richard Brickley	Chairman
Jim Thomson	Vice Chairman
Jacqueline Lynn	Convenor Sports Development
Gordon McCormack	Branch Representative
Gavin Macleod	sportscotland Co-ordinator/ Convenor Local Development
Heather Lowden	sportscotland Liaison Officer
Jane Ferguson	Development Officer
Cynthia Clare	SDS Administrator (Minute Secretary)

Apologies:

David Thomson	Treasurer
Rob Claridge	Marketing & Communications
Jen Quinton	Branch Representative
Anna Tizzard	Athletes Representative

Special welcome given to Bob Mitchell, President, SDS and Heather Lowden. Chairman enthusiastically welcomed Heather back.

Action

2.0 Minutes of Meeting held on Tuesday 22 January 2002.

The previously circulated minutes of the meeting held on Tuesday 22 January, with the undernoted amendment, were accepted as an accurate record.

Page 6 Item 4.3.10 – Location should be Lochore Meadows in Fife not Cumbria, Lochoilhead and Glenmore as stated.

Action

3.0

Matters Arising - Minutes of 9 September

Re sponsorship with Clydesdale and Royal Bank. Chairman awaiting feedback from Rob Claridge. Gavin Macleod to investigate.

Chairman/Rob Claridge/Gavin Macleod

Matters Arising from Minutes of 12 December

5.2.5 SDS Ties – to be carried forward to next meeting. Gordon McCormack still investigating.

Carry Forward

5.2.6 Thoughts to be given to a suitable item for females, possibly a brooch or pin. Ideas to be brought to next meeting.

Carry Forward

7.1.2 Still awaiting word back on dates for Stirling University. Carry forward.

**Jacqueline Lynn
Carry Forward**

Matters Arising – Minutes of 22 January 2002

4.1.1 Local Development – Highland – Meeting postponed, changed to 11 March. Gavin MacLeod to ascertain if the Chairman will be attending.

**Gavin Macleod/
Chairman**

Mini Games would be covered later.

4.3.1 Jane Ferguson advised that her report and Gavin's report would be e-mailed a minimum of 2 days before the Management Meeting. It was not feasible to be issued one week prior to the meeting as previously stated.

4.3.2 Jane raised concerns about including the Ethics Issues under her report. It was reaffirmed that the Ethics Issues would be covered under Agenda Item 4.3.b.

4.3.14 Jim Thomson confirmed he had received an e-mail from Rob Syzman with an outlined proposal for the wheelchair basketball championships. Letter had been sent to Bridget McConnell and Sandy Sutherland. The proposals sounded quite good. Costings would need to be carried out and funding sought possibly from East Ayrshire, Glasgow, SDS or through GB Basketball. Jim Thomson to hold a preliminary meeting and keep the Management Committee up-to-date on the outcome.

7.4.3 Women's Bowling situation. Chairman has in hand.

4.0 Officer Reports

4.1 Team **sportscotland** Officer – Gavin Macleod

4.1.1 Report e-mailed prior to the meeting. Matters, which have arisen since the report was issued, are reported below.

4.1.2 Glasgow received telephone call this afternoon from KKP requesting telephone interview in respect of research. Would like to speak to someone from SDS preferably the Chairman.

4.1.3 Highland Branch – Attended a meeting yesterday at which some positive issues were raised. Looking at funding for a development officer post. Again unsuccessful with lottery funding and looking for assistance from **sportscotland**.

4.1.4 Scottish Borders – Pool closures causing problems. Jed Renilson's post is under discussion.

4.1.5 Curling – Gavin Macleod met with Chris Hildrey and Kate Caithness who are putting together a presentation to be made at Salt Lake City to look at getting Wheelchair Curling recognised for the 2003 Games.

4.1.6 Cycling Day – 4/5 branches expressed interest as well as some families. Meeting held with Scottish Cycling Union who will also support the event. Gavin Macleod will be putting together list of entrants.

Gavin Macleod

4.1.7 Golf – Meeting to be held on 7 March at 09.30 hrs with Chairman, Gavin Macleod and Alan McMillan.

**Chairman/
Gavin Macleod**

4.1.8 Sport Sponsorship Award – Application forms completed and ready for signing off tonight. Submitted under 2 categories, under £40,000 and long term sponsorship awards.

Action

- 4.1.9** Ready Willing and Able – Draft programme prepared. To be sent off tomorrow. Review meeting to be held on 14 March. Only change in proposals is the International Event that has been changed to an International Conference.

Gavin Macleod

Sponsorship money from Royal Mail for this year does not need to go through the process of transfer. Can be retained within **sportscotland** without being lost. Gavin Macleod and Chairman to discuss funding for Angus after the meeting.

**Chairman/
Gavin Macleod**

4.2 Sports Development/Local Development – Jacqui Lynn/Gavin Macleod

Nothing to report.

4.3 Development Officer Jane Ferguson

The following items have arisen since Jane Ferguson's report was e-mailed to everyone.

Branch/work Programme Overview

- 4.3.1** North Ayrshire – Stephen Browning is now back at work. Jane Ferguson has spoken to him and the Chairman of the branch. Jane will be attending the meeting next Wednesday and is keen to get things moving again. Chairman, Kevin Martin, attended the Carpet Bowls at the weekend and the team came away with gold and silver medals.

- 4.3.2** Tennis – Meeting next week with Karen Ross and Nicola Kerr to get things moving again.

Sports Development

Nothing further to report.

Work Programme

Copies were issued of the final draft of Jane Ferguson's work programme. This covers the next 12 months and it is not set in stone and anticipates there will be changes over time. Document to be looked at and any comments e-mailed to Jane.

ALL

Branches had not been covered in the report as these would be covered with individual action plans for each branch.

4.3.b Ethics Issues – Update

Heather Lowden gave an update on the current situation. Anticipate documents from **sportscotland** should be available in March. Following the issue of the last draft Jane had received some useful comments from Jim Thomson.

5.0 Finance

5.1 Financial Statement January 2002 – David Thomson.

Chairman commented that there had been over 200 outgoings over the last 2 months.

5.1.1 DSG320 – should have gone into International events.

DSG319 – Money from SportSability.

5.1.2 The question was asked when does Lloyds TSB funding run out? Currently in the 2nd year of funding and a further report is required at the end of the year before final instalment is released. Two instalments have already been received. Consideration to be given to re-submitting. Applications need to be looked at now for funding in 2003. Could be worth considering another submission under Capacity Building as well as the current submission to Lloyds.

**Chairman/Gavin
Macleod/
Heather Lowden**

5.1.3 The Chairman drew everyone's attention to the fact that we had started to eat into the reserves. Had a shortfall at the end of January of £26,000. Still 2 more months before the end of the financial year.

6.0 Projects and Programmes

Action

6.1 Athletes Committee – Anna Tizzard

In Anna's absence the Chairman advised that the TAP Guidance Form had been issued and changes were being made to the Branch/Athlete Questionnaire (linking together).

6.2 Governing Body Issues – All

6.2.1 Athletics - Question asked if we still needed the athletics meeting next week. Ken Kelly requires an explanation of what UK co-ordinating committee is. He also requires feedback from athletes from the Scottish Institute. David Joy is also interested. Janice Eaglesham, Laura Smith, John de Courcy, Jane Ferguson, Gavin Macleod and Chairman will be there. Jim Thomson sends apologies.

6.2.2 Curling is a big one at the moment.

6.2.3 Still a lot going on in Bowls.

6.2.4 Pool – further develop the links with the Scottish Pool Association. Qualifying and national tournament planned for this year.

6.2.5 Yachting – still to be followed up.

6.2.6 Football – Jim Thomson, Elaine McKenna and Gordon McCormack to get together to write a football plan to go to the SFA for discussion. Jacqueline Lynn also involved in a meeting in March and a meeting with Tommy Wilson later in the month.

**Jim Thomson/
Elaine
McKenna/
Gordon
McCormack**

6.3 Development Planning Update

In terms of the Development Plan the Branch Conference report had been issued. The action points that came out of this need to be more specific. Need to encourage branches to put forward their own plans. Jacqui Lynn gave her apologies for not having issued this draft action plan by the end of January. In respect of the finance section, further discussions would need to be held. The figures shown were given as a starting point. Feedback is required on this draft by the end of February. Timescales to be reconsidered. Think most items currently for action in the first 2 years rather than the last 2. Need to reassess.

ALL

Action

Short discussion on the target dates for the completion of the Development Plan.

End February – comments back on the draft. Originally said would be signed off at the end of February. Anticipate it will be signed off shortly after that. If this is to be used as a tool for grant aid, timescales will need to be looked at. Action – Feedback to Jacqueline asap. Separate meeting to be arranged between Chairman, Jacqueline Lynn, Jim Thomson and Heather Lowden. Date for meeting Wednesday 13 March at 19.00 hrs.

ALL

**Chairman/
Jacqueline
Lynn/Jim
Thomson/
Heather
Lowden**

7.0

Links with external bodies

7.1

BPA – Jim Thomson

Nothing to report.

7.2

UKCC – Jim Thomson/Heather Lowden

Meeting to be held in London. Heather Lowden trying to contact Michele Hammond.

7.3

UKSA – Gordon McCormack

Chairman replying to e-mail to confirm SDS's support.

7.4

Commonwealth Games 2002 – Richard Brickley

7.4.3

Just about there with most entries. Swimming all there. Men's bowls signed, sealed and delivered. Still trying for a reserve and another escort.

Women's bowls, once again difficulties but just about there.

Teams will be announced by the Commonwealth Games Council for Scotland. Short discussion followed on the various classes.

7.5

Special Olympics Scotland – Gordon McCormack

90% of the team for Dublin 2003 had been selected.

Action

7.6 Others

8.0 Reports

8.1 Domestic Events – All

8.1.4 Carpet Bowls - On Saturday a good day was held at Perth with bowlers from 11 branches taking part.

8.1.5 Putting out on Friday 5 national event entry forms.

Thanks were given to the support from the President, Bob Mitchell.

8.2 International Events

8.2.1 Team consisting of Elaine Lister, Frank Duffy, Mick McCready, Alex Harvey and Jim Sellers competed in the Curling Bonspiel in Switzerland and came back with a Bronze medal. Now looking forward to Turin in 2006.

8.2.2 Royal Mail Danish Championships – 10 swimmers being taken out by Jen Quinton and Anna Tizzard. This is a very small squad of experienced and developing swimmers.

8.2.3 Possibility of team attending the LD football in France. Playing England first at Linlithgow on Thursday 21 April. Evelyn McKenna to provide information for Cynthia to put details on website.

**Jim Thomson/
Cynthia**

8.2.4 CP team probably going to invitation tournament in Holland.

8.2.5 Football team attending Edinburgh University to do some specific conditioning training for the football programme.

8.2.6 Scottish team going to the World Boccia event in Portugal. There are 207 players from 29 countries registered at the moment.

8.2.7 World Swimming Championships in Argentina.

Action

8.2.8 World Athletics Championships 20-28 July in Lille.

8.2.9 INAS World Athletics Championships 3-8 July in Hungary. Janice Eaglesham and Ian Mirfin taking a team of four.

8.2.10 Scottish team going to the Athletics Championships in France.

8.2.11 2003 is the International European Year of the Disabled. There are 12 million Euros available for sports use for the development of local projects for the disabled. Heather Lowden trying to get the Scottish Executive interested. Suggested that SDS should be lobbying.

Chairman

8.3 New Office Premises

8.3.1 Chairman advised that he had spoken with a **sportscotland** staff member and was confident that the Transitional Office of SDS would be given an extension to the current lease which was due to expire on 1 March 2002.

8.3.2 Gavin Macleod advised that an e-mail had been issued advising that the lottery would not be moving back and that sportscotland have decided to review their premises requirements. Heather Lowden has been trying to obtain confirmation from Ian Robertson.

8.3.3 Cynthia Clare reported that office accommodation located at Currie and Livingston had been viewed. See report attached.

8.3.4 The Chairman confirmed that at the moment, SDS would not be moving away from **sportscotland**. There is a strong feeling within the Management Committee that the needs of members are best served by being located within **sportscotland**.

9.0 Any Other Business

- 9.1** Leaflet entitled “Young Disabled People in Sport” was shown. Further copies to be obtained.
- 9.2** Jim Thomson asked if all SDS correspondence for the immediate future could be sent to his home due to his pending departure from Capability Scotland.
- 9.3** Andrew Lindsay and Maggie McEleny were identified as the leading swimmers of 2001 and their names submitted to Scottish Swimming for the Annual Awards Dinner. Jen and Gordon Quinton to represent SDS at Stirling Castle.
- 9.5** Hall of Fame – need to give consideration to this in the future.
- 9.6** **sportscotland** Governing Bodies of Sport - Networking day on 5 March for office staff “Personal Effectiveness”. Chairman attending twilight session. Proposed that Jim Thomson and Jacqui Lynn also attend. Cynthia Clare will be attending the daytime session.
- 9.7** The Branch meeting dates for the coming month were advised. See appended document.
- 9.8** Chairman gave thanks for the Branch Conference Report. He also thanked everyone for attending the meeting.

There being no further business the meeting closed at 20.00 hrs.

Date of Next Meeting - Thursday 21 March 2002 at sportscotland, Caledonia House, South Gyle, Edinburgh EH12 9DQ @ 18.00 hrs. Central 1.