



SCOTTISH DISABILITY
SPORT

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

Minutes of the Fifty-first Meeting of the Management Committee of Scottish Disability Sport held on Thursday 11 December 2003 at **sportscotland**, Caledonia House, South Gyle, Edinburgh EH12 9DQ at 18.00 hrs.

1.0 Attendees:

Richard Brickley	Chairman
Jacqueline Lynn	Vice Chairman
Jim Thomson	Branch Representative
Katie Oman	Convenor Local Development
Gavin Macleod	Chief Executive Officer
Claire Mands	National Development Officer
Cynthia Clare	SDS Administrator (Minute Secretary)

Apologies:

David Thomson	Treasurer
Gordon McCormack	Branch Representative
Jen Quinton	Convenor Sports Development
Anna Tizzard	Athletes Representative
Heather Lowden	sportscotland , Partnership Manager

Prior to the formal meeting Forbes Dunlop, **sportscotland**, gave a short presentation on the **sportscotland** document "Working together for Scottish Sport" followed by changes in respect of funding applications and the 5 year Budget Planning per Programme/Sport.

The Chairman welcomed everyone to the meeting.

Action

2.0 Minutes of Meeting Held on Thursday 11 November 2003

All were in agreement that they were an accurate account of the proceedings and accepted as a true record. Action items have been followed through. Thanks were recorded to Claire Mands for taking the minutes in the absence of Cynthia Clare

3.0 Matters Arising – Minutes of 15 October 2003

Action

- 9.5 Istvan Balyi's travel arrangements have yet to be finalized but Dougie Bryce is however aware that SDS wishes to have some of Istvan's time while he is in Scotland. **Claire Mands/
Heather Lowden**
- 6.1 Gavin Macleod to meet with Jacqueline Lynn to review last year's action plan and include any actions to be carried forward. **Gavin/
Jacqueline
Lynn**

Matters Arising Minutes of 11 November 2003

- 4.1.1 Football – Action Plan for the Development Officer link is still under consideration. It has been confirmed that funding support has been received from McDonalds.

Jacqueline Lynn to forward “disability in football” documentation to relevant people.

**Jacqueline
Lynn**

Gavin Macleod to speak with Tommy Wilson and advise the chairman if he needs to write a letter.

Gavin Macleod

- 4.1.5 CP National Events – Jacqueline Lynn and Jim Thomson to let the Chairman have costings for the Boccia and Swimming events.

**Jacqueline
Lynn/Jim
Thomson**

- 7.1 Branch Conference – Everyone was given a copy of the feedback documentation from the Branch Conference held on Sunday 16 November 2003. Evaluation Forms will be sent out to all attendees.

Chairman confirmed that all the other action items from the November meeting had been attended to.

4.0 Officer Reports

- 4.1** Chief Executive Officer - Gavin Macleod

Action

Gavin Macleod spoke to his report, which had been previously circulated. Not a lot to report due to the number of weekly training events that had been carried out.

- 4.1.1 Western Isles** – Several issues resulting in letter to be sent advising that the Western Isles branch will no longer be an affiliated body of SDS.

Gavin Macleod

It is understood the Western Isles branch has charitable status through being associated with SDS.

2. Sports Development

- 4.1.2 Football** – Sportsmatch funding for 2003/2004 has been used and will not be replaced until April 2004. Tommy Wilson has presented the draft development plan to the SGA Coaching Committee and received very positive feedback from the group. Looking to see how this matter is moved forward.

Gavin Macleod

- 4.1.3 Wheelchair Curling** – Scotland squad selected. All 7 players involved in weekly training sessions at venues across Scotland. Jane Sanderson will continue to coach the team until their departure for Switzerland on 18 January 2004.

- 4.1.4 Emma O’Callaghan**, the new **sportscotland** officer will take up her post on Tuesday 16 December. Arrangements in place to introduce Emma to key members of SDS as part of her induction programme.

- 4.1.5 Capability Scotland** – Partnership Agreement has now been drafted and forwarded to Alan Dickson for sign off.

- 4.1.6 Funding** – Grant of £1,000 secured from the BPA Trust Fund to support the athletics, football and swimming squad training sessions. Once evidence is shown of the costs incurred the funds will be released.

4.2 National Development Officer – Claire Mands

Claire Mands spoke to her report, which had been circulated prior to the meeting. Not a lot to report again due to the number of training sessions carried out.

Local Development

- 4.2.1** North Ayrshire – AGM scheduled for 26 November was postponed. New date awaited.

National Development

- 4.2.3** Junior Groups – Chairman congratulated Claire Mands on the work involved in managing the junior groups project and also for managing the budget.

- 4.2.4** Junior Groups – Four members of the Boccia squad who attended the DSE Championships in Liverpool had a very successful trip returning with two silver medals and a third place. Medals were only presented for the first two places.

Claire Mands

- 4.2.5** A breakdown of the projected spend for the Junior Groups programme has been passed to Forbes Dunlop, **sportscotland**. Anticipated that just under £25K of the award will have been spent by the end of March, leaving an under spend of approximately £13K. Under spend is due mainly to the lack of uptake by Basketball although there will be a small under spend from Boccia. There is also an under spend from the Team uniform and administration categories. It was understood that the money could be carried forward.

Chairman requested an up-to-date plan for basketball; squad training programme, performance weekends etc.

**Claire Mands/
Fraser Govan**

Action

- 4.2.6** NPFA Awards – Claire Mands attended the NPFA Awards evening on 8 December at the City Chambers in Glasgow. Medallions were presented to two of our athletes James Smith and Chris Bauer. Claire to write a small article for the website and photographs. **Claire Mands**
- 4.2.7** Athletics – There was a good attendance at SDS/Scottish Athletics Committee meeting held on 2 December. On 21 January the group propose to begin the process of writing a development plan for athletics. The group have identified the need to have a greater focus on the development of junior athletes with a physical disability. **Claire Mands**
- 4.2.8** Intervention Project – Karen Darke had been in touch to see if SDS would provide a letter of endorsement to go with her submission to Sportsmatch for funding for a project looking for widening opportunities for people with physical disabilities in the outdoor sports of canoeing and trail-orienteeing.
- 4.2.8** Training Diaries – Jacqueline Lynn to investigate as those present had not heard about these.

5.0 Finance

- 5.1** Copies of the financial statement for November were circulated and accepted. Short discussion on local development (LOD501) and whether costs for development work should be noted in this section of the financial report.
- 5.2 Other Financial Issues**
- 5.2.1** The Chairman reiterated the need to be aware of the funding requirements for future major events.
- 5.2.3** Endowment – Chairman, Heather Lowden and Gavin Macleod had a meeting with Ian Robertson, **sportscotland** to discuss the intricacies and funding issues in respect of the endowment.

6.0 Company Matters

- 6.1** The nominations for people to join the new Company were tabled. The decision was taken to approach several individuals and Eliza Watson of **sportscotland** would be asked to assist with marketing and media issues. Chairman and Gavin Macleod to approach selected people and bring back to the table for the next meeting.

**Chairman/
Gavin Macleod**

7.0 Projects and Programmes

7.1 Athletes Representative's Report – Ann Tizzard

Nothing to report.

7.2 Governing Body Issues

- 7.2.1** Yesterday (10th) the Chairman and Jen Quinton attended a meeting with swimming. S14 class has been taken out of all UK Sport World Class Performance funding. Short discussions followed on the athletes that may be affected. Minutes of this meeting will be issued shortly.

Following the swimming meeting on the 10th the Chairman had a meeting with Forbes Dunlop, **sportscotland** to discuss athletics. Concerns raised about funding for our athletes and a way of sorting a potential standards system. Gavin Macleod to have a discussion with Forbes Dunlop and see how we can move forward. Claire Mands to see if she can obtain a copy of potential standards for GB athletics. CEO to speak with Forbes Dunlop and Chris Hildrey re status of wheelchair curlers in relation to funding.

Gavin Macleod

Claire Mands

7.3 Links with External Agencies

- 7.3.1** Chairman confirmed everyone had received a copy of the IPC President, Phil Craven, letter and update on LD eligibility issues.
- 7.3.2** Carriage Driving Contacts – Looking for funding to host the IPC Carriage Driving on 27 – 30 May 2004. SDS offered help and advice on applying for grants and would provide a letter of support.

8.0 Reports

8.1 Domestic Events

- 8.1.1** Inter Area Swimming Gala at Perth on 6 December. Final result was in doubt right up to the last race.
- 8.1.2** Carpet Bowls – Confirm the National Championships will be held at John Wright Centre, East Kilbride on Saturday 7 February 2004.
- 8.1.3** Archery – Indoor Archery Championships took place in November in the Borders.
- 8.1.4** Cross Country – National Championships, Saturday 13 December, Holyrood Park commencing at 13.00 hrs. All results are on the SDS website.

8.2 International Events

- 8.2.1** Invitation received for SDS to support bowls event in Kuala Lumpur. This is the very first time that Scotland has been invited to attend a bowls event. Gavin Macleod to e-mail Rob Claridge. Chairman to co-ordinate arrangements for the Scottish team.
- 8.2.2** Hong Kong – Two Scots have been selected for the swimming squad. Murray Dingwall to be captain of the Men's team and Rebecca Lee to be captain of the women's team.
- 8.2.3** Global Games – INAS Swedish event. Potentially 2/4 swimmers and 4/8 athletes from Scotland.

Gavin Macleod

8.2.4 Swimmers going to team Championships in France at the end of January. Jen Quinton to lead the team.

8.2.5 Boccia – Report on the Games in New Zealand is not yet available.

8.2.6 Commonwealth Games – Chairman thanks people for their responses. Chairman confirmed he had spoken to Jon Doig. Chairman to write formally to Louise Martin challenging decision. The Commonwealth Games is the highest level at which the bowlers can participate.

Chairman

9.3 Website

9.3.1 November figures are up on October figures. Number of visits to the site has increased with the best week during the month w/c 23 November. The first week of December showed a significant increase in visits to the site.

10.0 Any Other Business

10.1 **sportscotland** AHL Audit of SDS will take place on Monday 9 February. Preliminary work will need to be carried out prior to the audit.

The Ethics & Equity Pack needs to be in place before the audit. Estimate of legal costs to review the pack £1,000. Pack to be burnt onto CD's and hard copy printed. Claire Mands to discuss options with Eliza Watson.

Child Protection Cards – Cost of producing and laminating cards in-house to be compared against outsourcing.

10.2 Boccia – GB Boccia in conjunction with GB Curling have worked on an analysis programme from Elite sport to finalises. May be a useful package for athletics coaches to see.

10.3 Branch Meeting Dates – Issued.

There being no further business the meeting closed at 20.40 hrs.

Date of Next Meeting - Tuesday 20 January at sportscotland, Caledonia House, South Gyle, Edinburgh EH12 9DQ @ 18.00 hrs. Council 1.