



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

Minutes of the Fiftieth Meeting of the Management Committee of Scottish Disability Sport held on Tuesday 18 November 2003 at **sportscotland**, Caledonia House, South Gyle, Edinburgh EH12 9DQ at 18.00 hrs.

1.0 Attendees:

Richard Brickley	Chairman
Jim Thomson	Branch Representative
Jen Quinton	Convenor Sports Development
Gavin Macleod	Chief Executive Officer
Claire Mands	National Development Officer
Heather Lowden	sportscotland Partnership Manager
Anna Tizzard	Athletes' Representative

Apologies:

David Thomson	Treasurer
Jacqueline Lynn	Vice Chairman
Gordon McCormack	Branch Representative
Cynthia Clare	SDS Administrator (Minute Secretary)

The Chairman welcomed everyone to the meeting.

				<u>Action</u>
2.0			Minutes of Meeting Held on Wednesday 15 October 2003	
			The minutes had been with everyone for some time. 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.	
3.0			Matters Arising – Minutes of 15 October 2003	
	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

				<u>Action</u>
		5.2.11	Paul Noble, Kenny Cairns and Anna Tizzard all attended the Commonwealth Games Sports Awards. SDS has received a letter of recognition from Louise Martin thanking SDS for the association's involvement.	
			Cynthia has accessed a copy of the recording of Gavin Macleod's interview on the John Beattie Radio Show.	
			European Year of Education Through Sport – Gavin Macleod is following this up. Will be meeting with Suresh Paul to discuss submitting the unsuccessful paddle sport application made to the European Year for Disabled People fund last year.	
	6.1		Gavin Macleod and Cynthia Clare have pulled together a new action plan. They are awaiting the review of last year's action plan from Jacqueline Lynn to include any actions to be carried forward. This will then be distributed to the committee.	Gavin Macleod
		7.3.3	INAS – World Championships - Two Scottish swimmers have been selected to go as team captains with the squad. Chairman to contact Geoff Smedley re funding and team selection.	Chairman
		7.3.7	Commonwealth Games - The Chairman thanked all those who had reported back regarding the discussion paper. He has spoken with colleagues in England, Wales, Canada and Australia, all of whom were unaware that Bowls had possibly been eliminated from the Melbourne programme.	
			The Chairman has voted for Hamilton, Canada to host the 2010 Commonwealth Games rather than Delhi.	
			BPA – Gavin Macleod has spoken with Philip Lane, the BPA were not consulted regarding the Commonwealth Games events.	

				Action
		9.2.2	Gavin Macleod has submitted a nomination on behalf of Dave Thomson for the BBC Sports Personality of the Year Unsung Hero Award. A letter of notification has been received from the BBC.	
	10.3		The power soccer ball is now in use in Fife.	
4.0			Officer Reports	
	4.1		Chief Executive Officer - Gavin Macleod	
			Gavin Macleod spoke to his report, which had been previously circulated.	
			2. Sports Development	
		4.1.1	Football – Meeting held with Tommy Wilson to discuss the Sportsmatch of £24K from McDonalds, however the full amount cannot be Sportsmatched at one time. The Sportsmatch application will be submitted through SDS. It is hoped the programme will start in January. The available funding position of the SFA following their PNP review will be much clearer by the end of the week. Gavin Macleod to keep the committee updated.	Gavin Macleod
		4.1.2	Wheelchair Curling – Met with Forbes Dunlop to pull together the preparation plan for the British Wheelchair Curling Association.	
			The selection weekend for the Scotland squad to attend the World Championships in Switzerland from 19 – 25 January 2004 has been held. The squad selected is Frank Duffy (skip), Michael McCreddie, Ken Dixon, Jim Sellar and Angie Malone. John Robertson and Louise Dodd have been named as reserves. Jane Sanderson and Ena Stevenson will be coaching the team. A member of support staff will also travel with the team.	

				Action
		4.1.3	Ayrshire Special Games – A development plan for the Ayrshire Games has now been produced in draft form. This looks at coordinating a development programme in schools and producing pathways for young people. The Ayrshire Games will be used as a focus for the development work. The committee is also exploring the possibilities of putting in post an Ayrshire wide development officer.	
		4.1.4	sportscotland Development Manager Post. The interviews were held on 29 October and the post has been offered to Emma O’Callaghan. It was hoped Emma would be in post before Christmas but it now looks more likely that her start date will be around the end of January.	
		4.1.5	<p>Capability Scotland – SDS Chairman and Chief Executive met with Alan Dickson on 6 November. This resulted in a three year funding commitment from Capability Scotland of £25K per year. £15K will be directed towards a comprehensive Education and Training Programme, £5K directed towards the Development Officer Post and £5K towards SDS Squad Training sessions.</p> <p>There is also the opportunity for additional funding to support ongoing developments such as the CP specific events. This would result in a greater responsibility for SDS to take on the coordination of the Scottish CP squads. SDS will be able to access the Capability Scotland fundraising department to help support this. Gavin Macleod is pulling together a paper outlining this. Chairman and CEO to meet with Jacqueline Lynn and Jim Thomson to establish current levels of funding for Scottish CP National events.</p>	Gavin Macleod
			Alan Dickson has also offered to donate a trophy in honour of Gordon Brown to be presented to the Athletes’ Athlete of the Year. He also committed to provide a silver salver from Capability Scotland each year again to be presented at the AGM.	

				Action
		4.1.6	Scottish Executive – Funding in the region of £200K has been made available from the Scottish Executive to enhance the current Active Schools Programme. sportscotland and the Youth Sport Trust are proposing that the money be targeted towards establishing an inclusion training programme to support the Active Schools and SportSability programmes. A paper is being presented to the sportscotland board on 20 November to seek approval to progress with this.	
			The monitoring and Evaluation of the SportSability programme will be looked at in the next 6 months with a review of the trainees who have gone through the course starting in Fife and Tayside.	
		4.1.7	Research – Research company, Sports Marketing Survey have committed £100K over five years to help sports development for disability and ethnic minority groups. SDS has registered an interest with SMS.	
		4.1.8	Human Resource Handbook – Met with Jo Thyre to discuss the development of HR policies and resources for SDS. A copy of the Sports Governing Body handbook has since been received which can be used as a template. 18 Scottish Governing Bodies have started this process.	Gavin Macleod
		4.1.9	Presentations – Contributed to a Physical Activity Seminar coordinated by Ayrshire and Arran NHS Board on 12 November and delivered a presentation to students at West Lothian College on 7 November.	
	4.2		National Development Officer – Claire Mands	
			Claire Mands spoke to her report, which had been circulated prior to the meeting.	
			Local Development	

				Action
		4.2.1	Renfrewshire – The official launch was held in Paisley on 28 October with a number of volunteers and local partners in attendance.	
			A Disability Awareness session has been scheduled for 10 December aimed at the coaches working within the schools across the area.	
		4.2.2	Dumfries & Galloway – The Open meeting was held on 23 October in Dumfries. There was a very strong turnout of over 40 people from a variety of backgrounds including parents, coaches and LA staff. A follow up meeting date has been scheduled to formalize the committee.	
			Met with Nigel Day again and created a clearer picture of how we can support one another in the work that will be happening in D&G in the coming year.	
			National Development	
		4.2.3	Junior Groups – the date for the High Performance weekend for the Bowlers, Basketballers and Boccia players has now been set for 28 / 29 February, again in Stirling.	Claire Mands
		4.2.4	Four members of the Boccia squad will be traveling to Liverpool at the end of November to compete in the DSE Championships.	
		4.2.5	The first claim to sportscotland has been made and the money should be deposited into the SDS account by the end of the month.	
		4.2.6	Ethics & Equity – Met with Gavin Macleod and Kathleen McNulty from Children 1 st to discuss the implementation of the pack. Looking to schedule two training dates for early next year. Also discussed establishing an events checklist to run alongside the pack.	Claire Mands

				Action
		4.2.7	Following on from the Branch Conference the only new Branch to express an interest in the pack is Aberdeenshire.	
		4.2.8	BP Mini Games Festival – Aberdeenshire have also expressed an interest in holding a festival. Claire Mands to approach other Branches as previously outlined to hold similar events.	Claire Mands
		4.2.9	Fitness Scotland – Held discussions with Fitness Scotland in terms of re-launching the module piloted in 1999. Looking to schedule and run three in the coming year. Those attending must have a previous Fitness Scotland Training qualification.	Claire Mands / Gavin Macleod
5.0			Finance	
	5.1		Copies of the financial statement for October were circulated.	
		5.1.1	Fiona Toal has been successful in gaining funding from Glasgow City Sports Council to fund the Glasgow based events including this years' Junior Swimming and next years' senior swimming, both at Tollcross. Due to this and Falkirk Council sponsoring the Grangemouth Gala, the junior swimming events should break even.	
		5.1.2	The EDS money has come through - £3K for last years' event and £3K for next year	
	5.2		Other Financial Issues	
		5.2.1	Public Liability Insurance – only Stephen Browning has responded to SDS on behalf of North Ayrshire.	
		5.2.2	Edinburgh Office Premises – Payment changing to a Standing Order as of 2004.	

				Action
		5.2.3	sportscotland review – the new Lottery Report and Annual Report have now been published. Heather Lowden to circulate copies to the committee. Comments to the Chairman.	Heather Lowden Chairman
		5.2.4	Norma Buchanan has been in touch with the auditors to get the end of year statement. Nicola Ross will also be on hand to offer some assistance with this.	
		5.2.5	The recent Indoor Archery Championships were transferred from Lasswade to the Borders due to the small number of entrants (6) from Fife and Borders.	
6.0			Development	
	6.1		Company Matters – It was agreed there is a need to progress the issues surrounding becoming a Company Ltd by Guarantee. The Chairman suggested that Gavin Macleod takes a lead role in this.	Gavin Macleod
			The members were asked to bring a minimum of one and a maximum of three nominated individuals to the next meeting for consideration as members.	All
7.0			Special Meetings	
	7.1		Branch Conference	
			The conference went ahead on Sunday 16 November in Perth with 44 people in attendance. Presentations were well received and generally the workshops seemed to go well.	
			Initial feeling of disappointment following the day, however the feedback from some of the Branches has been positive.	

				Action
			Athletes Workshop – a real mix of athletes in the group, this led to difficulties in discussing the wider picture. Some of the outcomes proved interesting.	
			Workshops – there are still a number of people who didn't appear to have a wider knowledge of what is happening in disability sport. Varying degree in terms of the discussions in each group.	
			Suggestion of selecting workshop chairs who are new and do not sit on the management committee. Workshop leaders should only feedback some key points. Evaluation of the day is required to gauge the success of the day.	Gavin Macleod / Claire Mands
			Should now look at organising a seminar for the Branches that offers information – at a level in between the National Conference and Branch Conference.	
8.0			Projects and Programmes	
	8.1		Athletes Committee – Anna Tizzard.	
			Nothing to report.	
	8.2		Governing body Issues - All	
		8.2.1	BPA Football – Consultation with the BPA regarding the VI and CP team for Athens. The GB Team has qualified due to the successful English performance. The English are now looking to go to Athens as the GB team. The SFA will not endorse the team if this happens. SDS and the SFA are insisting that a selection weekend is held to offer the opportunity for other Home Countries footballers to try out for the team.	

				Action
		8.2.2	Scottish Hockey, Scottish Athletics and Scottish Swimming have joined together to tackle the marketing and sponsorship of their sports.	
	8.3		Links with external agencies	
		8.3.1	Selection Criteria – Jen Quinton had received a copy of the selection criteria for swimmers for the AIS from Vicky Strange. Jen to email these to the committee and access a copy of the generic criteria. Any comments to be forwarded to Jen.	Jen Quinton
		8.3.2	Scottish Sports Association – the SSA paper was previously circulated.	
		8.3.3	IPC – the IPC paper regarding the INAS situation had been previously circulated.	
		8.3.4	UKSA – Gavin Macleod reported on behalf of Gordon McCormack. The next meeting will be held on Saturday 22. Gordon will be in the Chair. It looks as if it will be a GB team that attends the Swedish Event although Scotland will be pushing to go as an individual nation. Gordon has been given no time to nominate coaches to attend as part of the GB squad. Gordon will attend the meeting on Saturday and get the best possible outcome for Scotland.	
9.0			Reports	
	9.1		Domestic Events	
		9.1.1	The Chairman is currently finalising the arrangements for the 2004 Carpet Bowls Championships. The likely venue is the John Wright Centre in East Kilbride.	
		9.1.2	The PD Swimming Gala ran with a large entry and the LD Gala will be held on 19 November.	

				Action
		9.1.3	The DSE Short Course was held on 1 / 2 November. Scotland came third in the team event.	
	9.2		International Events	
		9.2.1	Boccia – Anne Woffinden finished in the last 8 of the competition. The rest of the team all performed well. Special mention was given to Bernadette Leslie did very well during the tournament.	
			A GB squad will compete in Athens in the team event. There will hopefully be Scottish representation in the team.	
		9.2.2	French Open – 10 swimmers and 3 staff will be attending the French Open at the end of January. These will be mainly Junior groups swimmers.	Gavin Macleod/ Cynthia Clare
		9.2.3	Danish Open – this is the same weekend as the DSE Juniors. A decision will be made at the end of January as to whether or not a team will be sent.	
	9.3		Website	
		9.3.1	October figures are up on September by 6000.	
10.0			Any Other Business	
	10.1		Branch dates were issued.	
	10.2		Anna gave a presentation to the students at West Lothian College.	
	10.3		Governing Body Meetings – 25 November, morning and evening sessions.	

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

Date of Next Meeting - Thursday 11 December at sportscotland, Caledonia House, South Gyle, Edinburgh EH12 9DQ @ 18.00 hrs. Council 1.

