**Note of Management Committee Meet Mon 1 June 2020 7pm Online**

**In attendance: Kevin Grubb (DCDS) Graeme Doig(SDS) Jamie Kirk(DCDS) Philippa MacDonald (GOGA) Rebecca Ross(NHS) Connor Moyes(DUCT) Gordon Milligan(DCDS) Kevin Rattray(DCDS/Dundee Dragons) Eileen Ramsay(Discovery Swimming)**

1. **Welcome & Apologies**

**Jamie was welcomed to his first meeting as the new DCDS Chairperson and subsequently welcomed everyone to the meeting.**

**Apologies were received from Gemma Lumsdaine(Dundee Dragons) Mark Gaffney(SDS) Gavin MacLeod(SDS) Jim Mackie(Balgay Bowling)**

**Gordon Quinton(DCDS) Ryan Galloway(Tayside Dynamos) Pamela Robson(Scottish Athletics)**

1. **Minutes & Actions Points from Previous Meeting**

**Unfortunately, the previous minutes were not available due to GQ being on furlough**

1. **Treasurers Report**

**KG presented the current financial report (Attached)**

**Questions arose around the Northwood Trust grant funding for the Discovery Games.**

**KR and JK to contact Northwood Trust to discuss potentially rolling the funding over as Discovery games may not go ahead.**

1. **Secretary Report**

**Unfortunately, the secretary report was not available once again due to GQ furlough.**

**GM noted that if everyone transferred over to Google docs there would be no future issues with documents not being available as all of the management committee will be able to access relevant documents**

**GM to assist KR with the transition.**

1. **Scottish Disability Sport Updates**

**GD noted that all SDS national events and camps etc have been cancelled for this year and that the GB Special Olympics in 2021 have been postponed.**

**He drew everyone’s attention to the SDS Strategic Plan feedback and encouraged everyone who hasn’t completed it to please do so.**

**He also noted that information will be sent around branches confirming that there will be two “Virtual Para-Sport Festivals” on 26 July and 23 August .**

**GD then confirmed that for Volunteers Week, 1 to 6 June 2020, there would be SDS social media activity including video interviews recognising the importance of volunteers.**

1. **Affiliated Club and Organisations Updates**

**DUCT:**

**CM advised the group of the online activity via Facebook and YouTube including live sessions being undertaken by DUCT, specifically content for LD and PD.**

**They have also produced Activity Packs and are working with SDS on the virtual parasport festivals.**

**They are also formalising their relationship, at a strategic level, with Kings Park school with football being imbedded in the school.**

**GOGA:**

**PM explained the role of GOGA and the partnership between SDS and NHS to bring people together in physical activity settings to promote mental wellbeing, reduce inequality and address weight management issues by working with the Health Promotion service.**

**She noted that she has been making connections with as many groups as possible across the city and using social media, particularly Twitter with @gogatayside**

**Dundee Dragons:**

**KR noted that the Dragons have been carrying out a lot of online activity including, Focus Groups, One to One player development meetings, Paralympian sessions, Video Analysis**

**In addition there has been planning for fund raising activity, Coach and Official Education including Young Leaders awards**

**They are also Paralympic themed events in 2021 in the lead up to the Paralympics**

**The club are hopeful of getting their tennis programme restarted then move onto a programme of outdoor activity.**

**Discovery Swimming Club:**

**ER noted that similar to other groups they had established online contact with regular sessions at the time the club would generally be meeting with up to 22 participants and the discussions sometimes going on for several hours.**

**Dundee Boccia:**

**GM in line with everyone else has established regular contact sessions and online Boccia sessions.**

**This has been quite challenging with so many participants keen to be involved and only a limited number of Boccia balls. She is hopeful that they may be able access a further stock of boccia balls to expand participation.**

1. **Branch Coordinator Update**
	* **Action Planning**

**Action plans have been produced albeit many actions on hold at the moment.**

**Focusing on the Key Performance Indicators as per the Robertson Trust funding agreement looking at Participants, Coaches, Officials and Volunteers**

* **Connections made with schools, college, universities, charities, service providers, clubs, community hubs and volunteer agencies**

**Programme Development**

* **KR opened up a discussion around what would clubs like to see for development of programmes with the understanding that GOGA may also facilitate some additional activity.**

**GM advised that as a group we didn’t really know what each club or organisation was doing. It was agreed that each group would connect with one anothers social media accountsto share initiatives.**

**CM suggested that it would be useful to look at how we could come together in a collaborative fashion particularly around coach and official education.**

**GD noted that he had progressed online coaching session with Basketball Scotland, Scottish Athletics Boccia and Disability Inclusion and noted that governing bodies were developing more online education opportunities**

**PM advised that from a GOGA perspective they were keen to run a range of come and try activity and work with clubs and signpost into mainstream activity with a comprehensive range of low up to high intensity focusing on people with learning disabilities and with mental health issues.**

**ER advised that the club currently faced capacity issues with the number of participants but was keen to look at how programmes could be developed, notwithstanding some facility access and noise control issues**

**Provision gaps**

**KR noted that the analysis of the current programme of activity it became clear that from a programme perspective there were a number of potential service gaps and stated demand. These included activities for people with sensory impairment and sports including Athletics, Cycling, Winter Sports, Unified Rugby and Frame Football.**

**GD advised that he and DUCT were developing goalball for sensory impaired people as well as Tennis in conjunction with West End Tennis Club and Badminton in conjunction with Dundee Badminton Association.**

**Fund raising**

**In relation to fundraising there is currently an application being considered by the Bank of Scotland Reach programme to develop some of the programme as KR noted above.**

**The funding from Northwood for the Discovery Games had been received, but as above this requires a further discussion with them in the likelihood of the cancellation of the Games**

**A Local Giving account has been set up for the Branch to enable any fundraising activity to be managed online via this platform, the first year is free then £96 per year thereafter**

**The branch’s Easyfundraising page has been revisited and is once more live and being promoted, it is relatively small amounts, but all clubs are encouraged either to direct to DCDS pages or set up their own pages.**

* + **Strengths Weaknesses Opportunities Threats (SWOT)**

**KR introduced this section with the explanation that LACD have changed their approach to the provision of activities for people with disabilities with 2 officers now tasked with disability specific responsibilities**

**One officer to focus on regular provision and holiday programmes and the other to focus on events**

**SWOT exercise is being undertaken with Gordon Quinton for LACD and one of the biggest questions that came up was what would we expect LACD to provide in relation to activity, programmes and should our model of provision be one where the clubs run the programmes to ensure sustainability perhaps pump primed by LACD**

**GM advised that a strong expectation should be that LACD should be running an extensive programme of activity for a wide range of disabilities with effective signposting into clubs and groups.**

**He further noted that planned holiday programmes should be a feature of LACD provision but across the age groups and not simply up to age 14.**

**It should be a sophisticated system whereby people with disabilities should have activity appropriate for their needs and not simply shoehorned into age group categories, and perhaps also where siblings can be accommodated alongside.**

**JK noted that positive discussion with head of leisure and sport, Graham Wark whereby their wish is to support participants by working collaboratively with DUCT.**

* + **Coach/Official Education and Training**

**KR noted that there was a significant need for coach and official education needs, including opportunities for Young Leaders, Safeguarding and Disability Inclusion training**

**This would subsequently extend into UKCC or equivalent Level 1/2/3 and disability specific modules where they exist and workshops like athlete classification**

**KR advised that we would work with clubs, groups and surrounding branches to bring training into the area to prevent excessive travel, or alternatively if as is likely we will be able to access online resources for the bulk of qualifications with practical assessments where appropriate.**

1. **AOCB**
* **DCDS Website**

**GM advised that the new website was ready to go live but a few loos ends needed to be tied up with the previous supplier, but was hopeful that this would be resolved in 2-3 weeks**

* **Discovery Games (SDS National events and Camps 2020)**

**With all national events being cancelled this year it is likely that we will need to cancel the games (KR subsequently contacted GQ and he has advised that there will be inadequate time as well as being unable to guarantee the safety of every participant official etc, therefore we will need to cancel for 2020)**

* **Inter club online activity/challenges**

**CM agreed to look at some fun online activity that could be suitable for all clubs to become involved.**

1. **Date & Location of Next Meeting:**

Monday 31 August 7pm at location to be decided

***Attachments: Financial Report***