

Board of Trustees

MINUTES (CONFIRMED)

Date of Meeting: 18 July 2010
Time: 11:00 – 16:00pm
Venue: Solihull, West Midlands

UKDS10.39 **Attendance**

UKDS10.39.1 **Present**

Philip Gerrard (Chair)
Stuart Harrison (Trustee)
Steve Wherry (Trustee)
Caroline Hurley (Trustee)
Kevin Whalley (Interim Trustee)

UKDS10.39.2 **In attendance**

Gordon Hay (Coordinator) – Minutes taker
Derek Simmons (Hon. President)

UKDS10.39.3 **Apologies**

Josef Baines (Trustee)
Jonathan Reid (Trustee)
Sharon Hirshman (Trustee)

UKDS10.40 **Declaration of Trustees Interest**

UKDS10.40.1 None declared.

UKDS10.41 **Minutes**

RECEIVED & NOTED Unconfirmed minutes of meeting of 16 May 2010.

APPROVED The minutes were approved by the Board as an accurate record of the meeting.

UKDS10.42 **Financial Update**

RECEIVED & NOTED Draft Financial Year Ending 2010.

UKDS10.42.1 There were some discussions on the finances.

ACTION The Chair and Kevin Whalley will need to discuss appropriate wordings for some of the finances to ensure that it is presentable.

UKDS10.43 **Sport England's Inclusive Sport Funding (£2 million) Update**

UKDS10.43.1 The Hon. President wish to record thanks to Stuart Harrison for his hard work in preparing the bid and attended series of meetings with relevant bodies on

behalf of UK Deaf Sport.

UKDS10.43.2 Along with UK Deaf Sport's bid, all NDisSO bids have been rejected by Sport England and they received the reasons as being: -

1. Similar concept/content of the bid
2. Asking for high cost
3. Sport England expected NDisSOs to follow EFDS' structure; it seems not to be in the case.
4. Sport England has no confidence in NDisSOs' abilities in managing the project outlined in their bids.

UKDS10.43.3 Sport England has put all 8 NDisSOs in a position where they need to consider to jointly submitting a bid along with EFDS, led by EFDS. EFDS has already stated that they are bidding for 25% of £2 million.

UKDS10.43.4 Sport England preferred one bid from them. The Board of Trustees felt that Sport England does not understand the Deaf Sport Pathway and structure, as the current structure in place is unique, completely different and much advanced from other NDisSOs.

UKDS10.43.5 The Board of Trustees acknowledged that it is difficult position to be in, but has little choice, but go along with EFDS' joint submission for the time being. Stuart Harrison is waiting to receive the bid details to see what is mentioned in EFDS' writing within the application with regard Deaf sport before making a totally committed to go for joint bid or to go sole. The deadline for submission is on 31 August 2010.

ACTION Stuart Harrison will follow up with EFDS with regard the bid progression.

UKDS10.43.6 The Coordinator and Stuart Harrison met up with Barry Horne, newly-appointed Chief Executive of EFDS on 1 July 2010. They explained the Deaf Sport Pathway and Barry immediately identified series of problems and Deaf Sport is indeed different from other NDisSOs. He acknowledged this. He suggested that he will liaise with the Coordinator and Stuart Harrison to arrange a meeting with UK Sport and Sport England to clarify UK Deaf Sport's role and position in order to agree on who would fund UKDS and Deaf Sport in general.

ACTION The Coordinator and Stuart Harrison will liaise with Barry Horne in order to push for the meeting with UK Sport and Sport England.

UKDS10.44 English Federation of Disability Sport (EFDS) Core Funding Update

UKDS10.44.1 The Hon. President explained that he attended an EFDS Meeting in December 2009 when it was announced that Sport England had put forward some funds to EFDS to assist NDisSO's in financial trouble and he had liaised with EFDS with regard to trying to secure Core funding) to assist UKDS. Despite receiving an assurance from Barry Horne's PA that he will respond to the e-mail sent to him on 12 July 2010 asking for the cheque for the 1st quarter of this financial year he has not received any response to date.

Board of Trustees



Reg. Charity No. 1111776

UKDS10.44.2 The Hon. President liaised with the Chair after EFDS asked to reduce the cost of Core funding and UK Deaf Sport has responded stating that a minimum of 3 days of work is needed to be able to run the office effectively.

UKDS10.44.3 The Hon. President quoted that UK Deaf Sport is a victim of "passing the parcel" between UK Sport, Sport England and EFDS. The position UK Deaf Sport is in currently has prompted the Hon. President to consider further steps is needed to communicate directly with the Chairman of EFDS.

ACTION The Hon. President will draft out a letter for the Board of Trustees' viewing and approval before it goes to the Chairman of EFDS.

UKDS10.44.4 The current position that UKDS is in, there is no financial income. The Board of Trustees discussed options.

UKDS10.44.5 The Board of Trustees agreed to cut the services of the Coordinator's post .

ACTION The Board of Trustees agreed to terminate the Service Level Agreement between UK Deaf Sport and Deaf Direct with an immediate effect.

ACTION The Hon. President will draft a Press Release with UKDS Media Manager to announce the news.

UKDS10.45 **Action Plan Log Monitoring (Matters' Arising)**

RECEIVED & NOTED Updated Action Plan Log

UKDS10.45.1 The Board of Trustees discussed some issues and noted that many of the issues have been resolved.

ACTION Each member of the Board of Trustees to continue looking at the Action Plan Log and report back to the Coordinator of the date of completion.

UKDS10.46 **15th European Deaf Sport Organisation (EDSO) Congress Update**

UKDS10.46.1 The Chair reports that a typed report has been done and it has been passed on to the Coordinator to give a final polish up including photographs for distribution to the Board and the public.

ACTION The Coordinator will polish up the 15th EDSO Congress Report and distribute.

UKDS10.47 **Strategic Plan Update**

RECEIVED & NOTED 6 out of 9 Strategic Plan documents.

UKDS10.47.1 There is not enough time to discuss this matter.

ACTION Defer the topic to the 10 October 2010 Board Meeting.

UKDS10.48 **UK Deaf Sport's Visiting Events List**

RECEIVED & NOTED Updated UK Deaf Sport's Visiting Events List.

UKDS10.48.1 There is not enough time to discuss this matter.

ACTION Defer the topic to the next Board Meeting.

UKDS10.49 **DSPY2010 Update**

UKDS10.49.1 Steve Wherry explained that the Facebook page has 2300 members with some 400 stated that they would attend the event. However the actual number of tickets sold is 250.

UKDS10.49.2 One of the DSPY2010 Committee received £200 donation from local restaurant, and asked that the Board of Trustees try to have similar initiatives in their own areas in order to receive potential donations.

UKDS10.49.3 Wembley's BSL Tour has been sold out (40) for 2pm. A new slot has been arranged for 11am slot. The Board of Trustees noted this new arrangement as it potentially clashes with the 8th Annual General Meeting's attendance as it starts at the same time.

UKDS10.49.4 8 Awards titles were released to the public. The Board of Trustees discussed and raised concerns on 2 awards: -

1. Coach of the Year – only for Deaf – it should be open to anyone who have devoted their time to deaf athletes regardless the hearing status.
2. Lifetime Achievement Award – The Board of Trustees need to be involved with the decision making in awarding a candidate.

ACTION Steve Wherry will liaise with DSPY2010 Committee on those issues.

UKDS10.49.5 The Board of Trustees need to know who sits on the judge panel for decision for all awards as soon as possible.

ACTION Steve Wherry will liaise with DSPY2010 Committee on that issue and report back to the Board by the end of August.

UKDS10.49.6 The Board of Trustees discussed an issue of a concern with regard the addition of disclaimer on tickets as the Board understood that it has already been added.

ACTION Steve Wherry needs to find out how many tickets were distributed without disclaimer printed in order for the Chair to discuss with the insurance broker to agree on the insurance cost for those who are entitled to claim back in case of emergency.

Board of Trustees



Reg. Charity No. 1111776

- UKDS10.49.7 The Board of Trustees discussed the photographic arrangements for the event. It has been suggested that the event to have: -
1. Photographic images of candidates receiving awards & speakers
 2. General photographic snaps of the overall event
 3. Portrait photographs with background and potential income on that area to raise funds.
- ACTION** Stuart Harrison and Caroline Hurley will lead on this issue, develop plans and report back to Steve Wherry.
- UKDS10.49.8 A major sponsor for the event as whole is needed to generate a potential income.
- ACTION** Stuart Harrison will take the lead on this area and make potential contacts.
- UKDS10.49.9 Steve Wherry raised an issue about publicising the DSPY2010 event to non-sporting events (i.e. Blackpool Rally).
- ACTION** The Board of Trustees agreed to publicise to non-sporting events to generate more interest.
- UKDS10.49.10 There was a discussion on the delay creating a Term of Reference between UK Deaf Sport and DSPY2010 Committee. The Chair stressed that Term of Reference is a vital document for audit purpose.
- ACTION** Kevin Whalley, Steve Wherry and David Hirshman to meet up urgently to discuss contents of the Term of Reference, ensuring that everything is covered legally and would satisfy the auditor. Kevin and Steve will need to report back to the Board as soon as possible.
- UKDS10.49.11 DSPY2010 Committee has given UK Deaf Sport a 10-min slot to welcome the people to the DSPY2010 event.
- ACTION** The Chair will plan for 10-min slot and report back to the Board and DSPY2010 Committee of the plans as soon as possible.
- UKDS10.49.12 Board members looked at the financial risks associated with this project, and felt able to continue as it was confident of the project being successful.
- UKDS10.49.13 A copy of the PowerPoint presented at the Board meeting is to be distributed to the Board of Trustees.
- ACTION** The Coordinator will e-mail to Board of Trustees as soon as possible.
- UKDS10.50 **UK Deaf Sport's 8th Annual General Meeting**
- UKDS10.50.1 There is not enough time to discuss this matter.
- ACTION** Defer the topic to the next Board Meeting.

- UKDS10.51 **A.O.B.**
- UKDS10.51.1 There was a discussion on the Minutes taker. The Board of Trustees felt that it should be the Board Secretary's remit to write/type minutes instead of the Coordinator.
- APPROVED** The Board of Trustees agreed that the minutes should be done by the Board Secretary.
- UKDS10.51.2 Stuart Harrison mentioned that Action Deafness will have a staff member (25 hours a week for 6 months) which may be able to assist with UK Deaf Sport's operational base.
- ACTION** The Coordinator will liaise with Stuart with a list of workload which the staff could do on behalf of UK Deaf Sport.
- ACTION** A Term of Reference between UK Deaf Sport and Action Deafness need to be created.
- UKDS10.51.3 The Board of Trustees discussed the Sport England's £8 million bid which will come up in the autumn which would benefit UK Deaf Sport and all recognised NDSOs. The Board of Trustees agreed to set-up a NDSO Day with all representatives from each organisation to discuss what they wanted in terms of finances in order for UK Deaf Sport to make a bid.
- ACTION** The date of 25 September 2010 has been agreed and the Hon. President and Coordinator will arrange the venue and report back to the Board as soon as possible.
- UKDS10.52 **Date of the next Board Meeting**
- UKDS10.52.1 Due to circumstances that UK Deaf Sport is currently in it has been agreed to have a Board Meeting on Sunday 26 September in the same location as the NDSO Day (See UKDS10.50.3)
- ACTION** The Coordinator will arrange the venue and report back to the Board as soon as possible.
- UKDS10.52.2 Future Board Meeting date had been agreed on 10th October 2010 in Kings Cross area. (London) The time is to be set for 11am to 4pm.
- ACTION** The Secretary to arrange the booking of the meeting venue and report back to the Board as soon as possible.

Signed as an accurate record of proceedings by Philip Gerrard, Chair.

Signed: Philip Gerrard

Date: 26 / 9 / 2010