



UK Deaf Sport

Minutes of the UK Deaf Sport (UKDS) Board meeting held at SportPark, Loughborough
Wednesday 28th September 2016 at 16.00

Approved by the Board at the meeting on the 12th November 2016

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| <u>Present</u> | | |
| Piers Martin | Executive Chair and Director | PM/Chair |
| Philip Gerrard | Director | PG |
| Paul Huggins | Director | PH |
| Danny Lee | Director | DL |
| Lara Lill | Director | LL |
| <u>Also in attendance (non-voting)</u> | | |
| Interpreters x 2 | | |
| <u>Apologies for absence</u> | | |
| Vincent Dickson | Director | VD |
| Gordon Hay | Director | GH |
| Gareth Hunt | Director | GHT |
| Graeme Knight | Director | GK |
| Christof Niklaus | Director | CN |
| Craig Crowley MBE | Honorary President | CC |

| REF | MINUTE | ACTION |
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| 26. | CHAIR'S WELCOME | |
| 26.1 | The Chair welcomed all Directors, plus CB to the meeting and thanked LL for arranging the venue. | |
| 26.2 | The Board noted apologies as recorded above. | |
| 27. | CONFLICTS OF INTEREST | |
| 27.1 | The Chair noted no new conflicts and no conflicts in relation to the Agenda. | |
| 28. | MINUTES OF THE LAST MEETING | |
| 28.1 | The Minutes of the last Board meeting held on the 13 th July 2016 were considered by the Board and agreed subject to the following amendments: | |
| 28.2 | GK was present for part of the meeting. | |
| 28.3 | GHT, LL and CN were appointed as Directors by the Board, subject to ratification at the next AGM. | |
| 28.4 | Minute 19.5 was amended to ensure that delegated authority by the Board to the Executive Chair and the Oversight Committee was clear. | |
| 29. | MATTERS ARISING | |
| 29.1 | 21.3: The Board discussed again the need to ensure that all overhead and administration costs for the Deaflympics 2017, specifically on the liability of any additional costs. The Board confirmed its agreement that all costs must be covered by the income for the Deaflympics 2017 and asked the Performance Committee to ensure that these costs were included in the budget. | DL |
| 29.2 | 24.1: LL offered to arrange South Bank University for the AGM. | |
| 29.3 | PG agreed to send the new Directors an Induction Pack, DBS Form and Declaration of Interest. Further to complete Directors' registration. | PG |

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| 30. | CHAIR REPORT | |
| 30.1 | The Chair reported to the Board on activity since the last meeting, specifically focusing on the following points: | |
| 30.2 | <u>Staffing:</u> Thanks to LL and CN for assisting with the interviews for Head of Participation (HoP). The best candidate on the day was Valerie Copenhagen and she has been offered the role. She is currently at the National Deaf Children's Society (NDCS). Valerie is unable to start until November and consequently UKDS is negotiating buying a number of days from the NDCS for Valerie to work for UKDS over the next month. Clive Breedon was not up to the standard required on the day and consequently his role will finish at the end of September. | |
| 30.3 | <u>Office Move:</u> The office move to the English Federation of Disability Sport (EFDS) planned for the beginning of October is delayed due to financial information not being readily forthcoming from the Royal Association for the Deaf (RAD), who are subcontracted by Deaf Direct (DD). PG offered to assist in the smooth handover of office services. LL offered to assist with SportPark, Loughborough, over accessibility concerns. | PG LL |
| 30.4 | <u>Board Review:</u> The Chair proposed a paper on Board skills evaluation and performance review. <u>The Board agreed the proposal</u> and LL offered to lead on this area. It was noted that the gender balance of the Board would need to be seriously considered in the near future. | LL |
| 30.5 | <u>Sport England:</u> The Chair had met with Tom Smith, from Sport England (SE) regularly over the summer and Tom had assisted with the interview process for the HoP. It is critical that the HoP hits the ground running and is able to provide a clear strategy for the remainder of the SE funding cycle (ends September 2017). | |
| 30.6 | <u>Parliamentary Fellowship:</u> SE have made UKDS aware of a potential Parliamentary Fellowship which would partner an MP with UKDS. The Chair to report back on information as it becomes available. | |
| 30.7 | <u>Communications:</u> It had become evident recently that there was a need to bring together sports to discuss was of communicating across deaf sport and raising awareness amongst our external partners. A Communications forum would be run on after the AGM to discuss this specific issue. Additionally, Paul Challinor, UKDS Engagement Officer, would be specifically focused on communications during October as he would be working full time for UKDS. GH is managing from a DD perspective. | GH |
| 30.8 | <u>Honours:</u> It was proposed and <u>agreed by the Board</u> to appoint VD as an Honorary Vice-President. This would be an honorary role in recognition of his years of service to UKDS. | |
| 30.9 | The Board thanked PM for his work. | |
| 31. | PEFORMANCE | |
| 31.1 | DL reported on Performance activity since the last meeting, focusing specifically on the following points: | |
| 31.2 | <u>DeaflympicsGB Team Manager Day:</u> This had been run successfully with good attendance from the sports. There would be an athlete day in April 2017. | |
| 31.3 | <u>Social Media:</u> DL had engaged an intern to work on DeaflympicsGB social media. | |
| 31.4 | <u>Budget:</u> The points from the earlier discussion on admin and overheads was noted. Deposits from athletes would be coming in and paid shortly. | |
| 31.5 | <u>DeaflympicsGB Staff:</u> DL asked the Board for clarification of the process for appointing staff for the DeaflympicsGB Team. He explained that the Performance Committee had recruited Medical and Sports Science staff and wished to appoint them, with costs covered by the income. <u>The Board agreed to delegate the authority to the Performance Committee to appoint staff as they saw fit, within the financial boundaries set.</u> | DL |
| 31.6 | <u>Turkey:</u> DL raised his concerns over Turkey and explained that neither PM nor Chris Ratcliffe (CDM) had gone to the recce in July due to the civil unrest. The Board agreed to monitor the situation with DL and the Performance Committee. | |
| 31.7 | <u>DeaflympicsGB Team Kit:</u> A deal had been arranged with Errea for team kit, which would include an allocation of free products. | |

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| 31.8 | <u>Selection Policies:</u> The Performance Committee had worked with British Universities and College Sport (BUCS) to develop selection policies. | |
| 31.9 | The Board thanked DL and the Performance Committee for their work. | |
| 32. | ANY OTHER BUSINESS | |
| 32.1 | There was no other relevant business. | |
| 33. | DATE OF THE NEXT MEETING | |
| 33.1 | <u>The date of the next Board meeting is agreed as:</u> - November 12th AGM and Board 10.30-15.00, London. | |
| 34. | CLOSE | |
| 34.1 | There being no further business, the Chair closed the meeting at 18.30. | |

P. Martin

12th July 2017
Piers Martin
Chair