



Disability Equality Scotland

Board Meeting

29 January 2020

Pentagon Centre, Glasgow.



Who was at the meeting?

Linda Bamford - Convener

Dorothy McKinney – Vice Convenor

Scott Stewart - Director



Disability Equality Scotland Staff:

Emma Scott - Operations Manager

Ian Buchanan - Access, Training & Engagement Manager

James Davidson - Communications and Research Co-Coordinator

Alistair Bruce - Events, Training and Membership Administrator



Who was on Skype?

Maureen Morrison - Director

Susan Fulton – Director



Item 1 Welcome and Apologies

Linda welcomed everyone to the meeting and the new building.

Linda said there will not be a closed session of the meeting.



Morven, Kenny, Janis and Colin could not be at the meeting.

Carolyn will be back to the Board in April 2020.



Linda said the meeting papers went out two weeks before the meeting.

She asked if everyone had enough information and time to make decisions.



Everyone said they had enough information and time.



Item 2 Minutes of last meeting

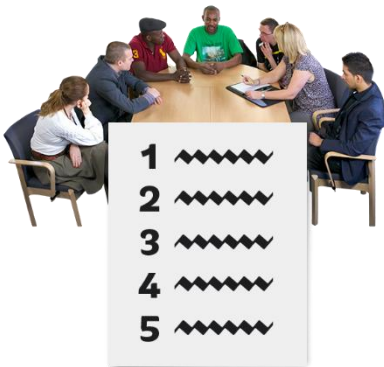
The minutes of the October 2019 Board Meeting were agreed.



Morven and Linda have taken out information about the closed session so the minutes can be shared.

There will be an easy read version.

Item 3. What do we want to do at this meeting?



1. Agree the actions that have been done after October 2019.

2. Governance training (training that will help how we work)

3. Make decisions to support our work.

4. Agree who is going to do what and when they will do it.

5. Finish on time.

Item 4. What still needs to be done?



Action 1. Emma said we are on a waiting list with Glasgow Council for the Voluntary Sector (GCVS) for training for the Board.

She said we should contact Clackmannanshire Third Sector Interface (CTSi) who did staff training before.



Action Point 1: Morven or Emma will get in touch with GCVS and CTSi and find out how much training will cost.



It was agreed that Actions 2, 3, 4 and 5 had been done and can now be closed.

Item 5 Approval of New Members

Emma said there are 16 new members since October 2019 - 14 people and 2 businesses.



The businesses are Northlink and Estendio.

We now have over 800 members.

This has gone up a lot from last year.

Linda said well done to the team.

We must keep trying to get new members to reach 1000.

More people are getting to know about the work of Disability Equality Scotland.

More people are taking part in the weekly polls and we have more people coming to workshops and events.

The Board agreed all the applications for membership.



Item 6 Chief Executive Officer's Update.

1. What work are we doing?



Emma gave the update.

Emma said we are still waiting to hear about the Ferries Fund application.



We asked for money from the Fund so the Hate Crime Charter could be used on ferries.

Linda asked if Transport Scotland have helped with the application.

Emma said no.



Emma said Disability Equality Scotland are getting an extension to our funding.

This gives us money to cover costs until we know what funding we will get in June 2020.



Staff must go through the redundancy process until Disability Equality Scotland funding is agreed.

Action Point 2: Ian will send the funding diagram to the Board.

Operations Manager's Report

Emma gave her report.



- Hate Crime. A lot of people have seen the hate crime charter on buses from October to December 2019. 731,402 people on Stagecoach and 524,624 people on FirstBus.



This information will be in the briefing paper for the February meeting with the Cabinet Secretary for Justice, Mr. Humza Yousaf.



- Emma said the members poll said they liked the ScotRail charter design better. Scott agreed and said it was clear what the charter is about.



- Emma is waiting for information from ScotRail about how many passengers will have seen the Hate Crime Charter in 11 train stations. She will add the numbers into the funding application for Transport Scotland.



Linda is Convener of the Mobility and Access Committee for Scotland (MACS) and has been to 5 meetings with Government ministers to talk about things including Transport to Health and Social Care.



She will bring the notes of these meetings to the MACS Development Day on 12 March.

Disability Equality Scotland are invited to the Development Day.

Linda thanked Disability Equality Scotland members for replying to MACS polls.

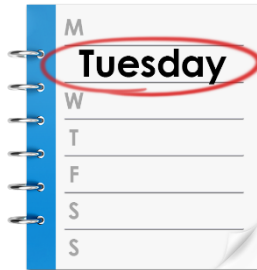
Linda thanked Emma for her work.



Access Training and Engagement Manager's Report

Ian gave his report.

He said not many people came to the 2019 Access Panel Conference.



The 2020 event must be on a Tuesday so the Minister for Older People and Equalities, Ms Christina McKelvie MSP can be the main speaker.



Ian would like the Conference to be at the Glasgow Radisson Blu hotel.

The Board said we should look for other places that would be cheaper.



Linda said Motability may have a free room at their new centre at Edinburgh Gateway.

Action Point 3: Emma and Ian will look at places for the Conference.



2. Annual Calendar of Activities

Morven will finish the Strategic Plan by the end February 2020.

Morven will meet with Linda to talk about how well she has done at her job in the last year.

Some policies must be checked in the next 3 months.



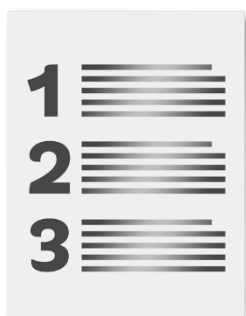
Emma said the last member's survey was in August 2019.

The next survey will be in May/June 2020.

Action Point 4: Morven will finish the Strategic Plan in February 2020.

Action Point 5: Morven will talk about how we measure how well Disability Equality Scotland is working, at her meeting with Linda on 24 March. She will send Linda information about this by 10 March.

Action Point 6: Morven will give information about new Directors and Directors who will be retiring, to the April Board meeting.



2. Reflective Learning Log – what have we learned from events?

Scott asked how long Access Panels

had to give information for the Parliament event?

Ian said Panels had a few months' notice, but he did not get much information from them.

Ian will write information for the Access Panel Network to include on funding applications.

It will show that Panels are value for money.



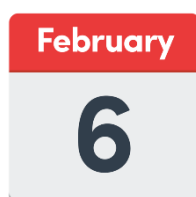
3. Finance (money)

Emma said the organisation is running well.

There is enough money from funders to cover what we are spending.

Funding claims are sent on time and easy read jobs will bring money in.

Linda said some money has been left to cover staffing costs if we need it.



We do not know what funding we will get until the Scottish Government budget happens on 6 February.



4. People

No questions were asked about this part of the report.



5. What do we need to worry about?

Linda said the budget delay has made the risk about money go up.

The things that have been done to cope with the risk are:



1. Staff are going through the redundancy process.

2. We are talking to funders and this looks hopeful.



3. We are planning for the risks.

4. We will talk to the Strategic sub-group about what things we will do in the future.

5. Disability Equality Scotland has over £40,000 in the bank which will help with money risk.



Linda has talked to Emma and Morven about the risk plans.

Linda said these plans will be in place until the money risk is not high.



Linda asked if everyone understood the money risk.

Everyone said they were happy that we had the right plans.



6. What will be difficult in the next 3 months?

- Making sure we have enough money from funding so we can do our work in the future.
- Keep building new relationships and partnerships with Government ministers, people who make decisions, and disability organisations.
- Supporting new staff and helping them to do their job well.

The Board agreed with this.



7. What are the most important things to do?

- Get funding
- Get a speaker, place and date for the Access Panel Conference.
- Finish the Strategic Plan.
- Get more money from Easy Read.
- Use the Company Handbook.
- Finish the 'How We Do Things' handbook.
- Support staff with training and finding out how well they are doing.

Item 8 Anything else?



Dorothy was invited by The Donaldson Trust to an event at the Scottish Parliament.

The Donaldson Trust want to have new partnerships.



Dorothy will send an email to make a connection with Emma and The Donaldson Trust

Action Point 7: Dorothy will email to connect Emma and The Donaldson Trust



Ian is giving training to St Enoch Centre, and Scouts.

South Lanarkshire Council have asked about disability awareness training.

Ian can give training to MACS and get feedback from the MACS Committee.



James is finding out how to do videos and animations that would encourage younger people to become members of Disability Equality Scotland.

Scott recommended 'Biteable' and 'GetTogether' about a wheelchair user's experience of transport.

He thinks this is a good way to tell people about the experiences of disabled people.



Item 9 The end of the meeting.



Sub Committee Meeting

Action 1: Morven will change the Draft Strategic Plan 2020-2023 and send it to the Board.

Action 2: Morven will make a plan to get two new young Directors.