



Disability Equality Scotland



Meeting of the Board of Directors



This Board meeting happened on 27 July 2022 at 10am.



People joined this meeting in 2 ways.

Some people joined online with Zoom.

Some people came to Motability Operations in Edinburgh to meet face to face.

Who was there?

Directors



- Kayla-Megan Burns – Convener
- Carolyn Wilson-Smith – Vice Convener
- Rhianne Forrest
- Dorothy McKinney
- Maureen Morrison
- Scott Stewart
- Linda Bamford
- Marie Harrower

Staff



- Morven Brooks - Chief Executive Officer
- Ian Buchanan – Equality and Access Manager
- James Davidson – Communications and Research Officer
- Calum Byers – Access and Engagement Co-ordinator
- Shona McEwan – Easy Read Writer
- Claire Jagger – Easy Read Writer



Who could not come?

- Lauren Asher – Director
- Kenny Milne - Director
- Colin Millar - Director

1. Welcome



Welcome

Kayla-Megan welcomed everyone to the meeting.

They said that this was the first meeting to be both in person and online at the same time.



Kayla-Megan said that the money paid for transport fuel for each mile that volunteers travel has gone back up again.

The money paid for each mile had gone down while Disability Equality Scotland saved money.



Kayla Megan asked if any Director at the meeting may be interested in the new job of Chief Executive Officer.

Scott said he was interested and so he would leave the room while anything about the new job was being talked about.

This was to keep things fair.

2. The Minutes of the last meeting

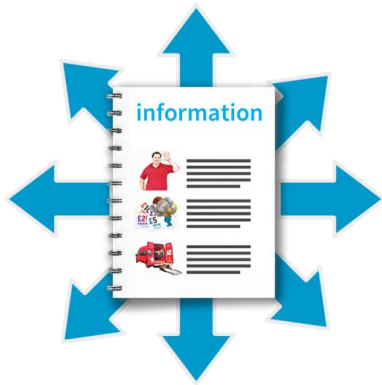


Everyone agreed that the minutes of the last meeting were right.

3. What actions still need doing from the 26 April 2022 meeting?



Dorothy said that the 1 action has been done.



Action 1:

Dorothy will share the Domestic Abuse policies.

This has been done.

4. New Members



Kayla-Megan and Marie left the meeting while new members were being talked about.

This was because they are both new members.

This keeps it fair.



Morven said that 47 new members have joined between 1 April 2022 and 27 July 2022.

We now have a total of 1 thousand 4 hundred and 64 members.



Carolyn asked if everyone was okay with the new members joining.

Everyone said they agreed.



1 of the new members is the BBC.

There was some talk about whether to ask the BBC to help share our **campaigns**.



Campaigns are important messages about changes needed to make something better.



New Action 1:

Morven will ask the BBC if they might be able to share our campaign messages.

5. Update by the Chief Executive Officer (CEO) Morven Brooks



Linda asked about the face covering campaign.

Morven said that if the rules are changed then we are ready to work on this again.

There was some talk about:

- having Access Panels in all 32 Local Authority areas
- our Disability Equality and Access Scotland training course with Sustrans Scotland
- plans to run our hate crime training with First Bus and ScotRail



Kayla-Megan thanked Morven for her update.

6. Report by Deputy Chief Executive Officer – Emma Scott



Morven said that Emma has now left Disability Equality Scotland.



Dorothy asked if better words could be used about our work with Police Scotland.

Morven says she has had good chats with Police Scotland and she agreed to make some word changes.



James said he had met with ALLIANCE about the **cost of living crisis**.



The **cost of living crisis** means the problems and worries many people have because food bills and energy bills are too high.



James said there will be a **weekly poll** about the cost of living crisis.



Disability Equality Scotland ask questions in a **weekly poll** every week.

We ask our members what they think about different things.



New Action 2:

James will share the cost of living crisis poll answers with the Poverty and Inequality Commission.



New Action 3:

Morven will changed the wording in the Board Papers about our work with Police Scotland.

7. Report by Equality and Access Manager – Ian Buchanan



Morven told Ian and Calum how well they had done working on **Access Panel Grants**.

Access Panel Grants are money that Disability Equality Scotland's Access Panels can use to make things better for disabled people in their local areas.

An 'easy read' form titled 'Please fill in this easy read form'. It has three sections: 'Your name' with a person icon, 'Address' with a house icon, and 'Phone' with a mobile phone icon. Each section has a large empty box for text entry.

Kayla-Megan also said well done for working on the Investing in Communities Fund application form.



New Action 4:

Ian will tell the Directors whether we get funding from the Investing in Communities Fund.



New Action 5:

Ian will share the web link for the new Access Panel Network website with the Directors and staff.



8. What is happening this year

Morven is working on the accounts from 2021 to 2022.



New Action 6:

Morven will share the draft accounts with Colin.

9. Complaints and Feedback



Morven said there had been no complaints.

The vaccine research team at Scottish Government had said that the Easy Read work was very good.

Kayla-Megan thanked the Easy Read team.





10. What we have learned

No learning had been written down these past 3 months.

11. Money



Morven said that we have 130 thousand pounds saved.

We almost have 6 months costs saved.

This is important because the funding we get is often not certain.



Morven said that the funding for the Easy Read Trainer job has ended from Garfield Weston.

Now it is being paid from Easy Read training work.



Linda said that some Access Panel Grant money could be spent on the Annual General Meeting to pay for things like:

- travel costs
- other costs



Morven said that the Access Panels know about using the Grant money this way.

Ian will remind the Access Panels about this.

12. People



Morven said that she is sad to be leaving to work with Voluntary Action Orkney.

She said that Douglas Bryce is coming to Disability Equality Scotland as the new Deputy Chief Executive Officer.



Morven said that a new Project Coordinator is starting today.

They will work on Transport Scotland research.



Linda thanked Morven for all her hard work at Disability Equality Scotland.

13. Risk Management - things that might cause problems



There is a change in risk because Morven is leaving.

Kayla-Megan and Morven will plan together.

New Action 7:

Morven and Kayla-Megan will work on the **Risk Log** to add the new changes happening.

The **risk log** is a list of all the risks that might cause problems for Disability Equality Scotland.



14. What do we need to do in the next three months?

Morven said that she is supporting:

- Douglas, the Deputy Chief Executive Officer
- Ian, the Equality and Access Manager





There was a 10 minute break.

15. Board Meetings in the future



Kayla-Megan asked the Directors if there needs to be changes to how the Board meetings happen.



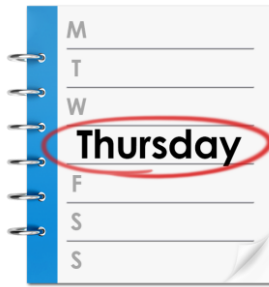
The group talked about:

- feeling supported
- feeling valued
- careful checking
- reading briefing papers
- more social chat



Dorothy said that a real life meet up for a day could be a good idea.

Marie agreed.



Maureen said that when the new Chief Executive Officer has started, there could be a day for staff and Directors to meet up.

Everyone agreed.

New Action 8:

Morven will set up smaller groups called Sub Committees.

She will tell the Directors about these groups.



16. Briefing Paper 1 – Fundraising Plan

Briefing papers are short reports about 1 thing that can help people understand that thing better.



Morven said that we need a plan for how to:

- get money
- share out money
- spend money





The group talked about:

- linking money with aims
- setting new targets
- who we cannot take money from



New Action 9:

Morven will add the Directors feedback to the Fundraising Strategy document.

17. A new Chief Executive Officer

Scott left the meeting.

The group talked about:

- having a second interview
- having a survey of staff questions
- making the interviews fair

Everyone agreed.





New Action 10:

Morven and Ian will ask staff what questions they want to ask people who may interview for the new Chief Executive Officer job.



18. The Meeting Ended

Kayla-Megan thanked everyone for coming.

Linda told them they had done a great job as chair for the first meeting.