

SAIF Standards Working Group

Draft minutes of the meeting held on Wednesday 5th March 2008 at 10.30am in the SCC

Present:

Mary Evans, Sandra Wilson and Charlie MacIntyre

Also present: Steve Harvey (project worker) and Joanne Martin (project worker) for the research project item

1. Apologies

Jean Dunlop, Grant Carson, Marilyn Slavin and Carolyn Wyper

2. Minutes of meeting held on 30th January

Agreed, with correction to item 5 as requested by Sandra.

3. Budget

Steve explained that we have received a funding offer from the Scottish Government which matches the funding we already receive with no additional funding which we requested. The SCC has written to Nicola Sturgeon MSP requesting a meeting to discuss an increased offer. If there is no increase then it will have a significant impact on our work plans, including that of the Standards working group. It was agreed that as soon as we know the outcome, and following the SAIF annual review, we will revisit our three year development plan to consider priorities and other funding options.

4. User-Led Reviews – pilot projects

- Sandra reported that the Fife Traumatic Brain Injury Service is very keen to carry out a pilot. It may be a suitable project for a student they have on long term placement. Sandra requested that Steve send 6 copies of the User-Led Review Guide, the SAIF Standards and A5 booklet, and the FAIR Report, to the project manager. Sandra will continue to liaise with them.

- Charlie said he will ask some organisations with whom he is involved if they would be interested in a pilot project.

- Joanne has spoken to Momentum in Dalmarnock again and they hope to pick up on the issue again soon but she has heard no more from East Ayrshire Council or Barrhead Housing Association.

5. Social model of disability publication

Mary presented a latest draft for discussion.

The draft was generally agreed with the following comments:

- the main body of the document is clear, the language is less plain than in other SAIF publications but the purposes and targets are different
- Mary will liaise with Grant about further amendments he may want, and any comments he may have in relation to the things agreed at this meeting – Steve to contact Grant initially
- the language guide will be put into a table
- the four graphics will be taken out, it was felt they are unnecessary now that the language and layout of the document is clearer.

In addition it was agreed we should consider:

- a press release/press launch for the publication
- producing it in a paperback book format rather than our usual A4 or A5 style – Steve to enquire about costs
- releasing/distributing it through outlets such as bookshops – Steve to enquire about mechanisms used by the SCC.

6. Easy-to-understand A5 booklet

The meeting considered the latest draft and the updated graphics produced by Michael. Most of the graphics were agreed with a few exceptions which Mary said she will discuss with Michael.

The meeting discussed the variety of comments made by SAIF members at the annual review and it was agreed that:

- most of the suggestions can be incorporated
- Lucie, David and Marie will be consulted at each draft stage
- we will ask Margaret to ask FAIR to consult with its members at the final draft stage.

In addition:

- Sandra offered to arrange for someone to check the appropriateness of the ethnic minority characters for us.

7. Research of mainstream quality assurance systems

Joanne presented to the meeting an overview of the findings of the research carried out by Ask Clyde and suggested some next steps in terms of following up the research.

It was agreed that Jo will:

- liaise with Grant and Marie
- identify six appropriate quality assurance systems for initial contact.

8. Next meeting

Wednesday 23rd April at 10.30am in the SCC