Independent Living Fund Scotland



Scottish Recipient Advisory Group Meeting Minutes

Monday 23 August 2021



Easy Read



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| One person's hand giving a 5 pound note to another person's open hand.  In this document **recipient** means someone who is given money by the Independent Living Fund Scotland. | |  | | |
| Calendar pages showing 23 August 2021. | | The meeting happened on Monday 23 August 2021 from 1pm to 3pm. | | |
| A Zoom meeting on a screen with faces and the back of a man taking part. | | The meeting happened on Zoom. | | |
| Grey silhouetted heads around a question mark. | | **Who was at this meeting?**  Jim Elder-Woodward  Andy Higgins  Joan Turner  Kate Walsh  Christine Mercer  Linda Scott | | |
| Grey silhouetted heads around a question mark. | | | Peter Scott  Alannah Norton | | | | |
| Grey silhouetted heads around a question mark. The image has been crossed out with a diagonal red line. | | | **Who could not come?**  Hugh John-Glancy  Chloe McKee  Gordon McKee  Nic Reid | | | | |
| A checklist style document showing a green tick next to a paragraph. | | | **6 Actions from this meeting**   1. Linda will email the Advisory Group when the Minister, Kevin Stewart, has given a new date to meet with the Group. 2. The Charter for Involvement will be discussed at every meeting starting from the next meeting. 3. Linda will check with the Centres for Independent Living to see if they want a session about the Charter for Involvement. | | | | |
| A checklist style document showing a green tick next to a paragraph. | | 1. There will be another meeting to talk about the Review of Adult Social Care consultation. 2. Linda will send round the Terms of Reference again so that the Advisory Group can add their comments. 3. The Terms of Reference will be added to the next meeting so that they can be agreed and signed off in November. | | | |
| A man and a woman shaking hands. | | **1. Welcome**  Jim welcomed everyone. | | | |
| Photo of Kevin Stewart MSP. | | **2. Minister for Mental Wellbeing and Social Care**  Kevin Stewart is the Minister for Mental Wellbeing and Social Care.  He could not come to this meeting.  The group agreed that the Minister should come to a meeting before the November Advisory Group meeting. | | | |
| A spiral bound minutes document. | | **3. The Minutes of the last Meeting**  Everyone agreed that the Minutes from the last meeting were fine. | | | |
| A man reading a piece of paper. | | **4. Any other things we need to talk about**  The Advisory Group decided that the Charter for Involvement will be discussed at every meeting.  This will begin at the next meeting. | | | | |
| A pile of bank notes. | | **5. Updates about Policies, including COVID-19**  Peter talked about the 500 hundred pound Thank You applications.  He said that the payments had been going smoothly apart from small problems. | | | | |
| A woman with speech bubble saying 'Thank You'. | | | The Advisory Group talked about their Personal Assistants getting this payment.  They were very thankful to get it. | | | |
| A pile of 3 policy documents. | | | Linda told everyone about the review of all the Independent Living Fund Scotland’s policies.  The review isfinished. Linda has talked to staff so that they understand the changes. | | | |
| A magnifying glass over a funding cheque made out to 'Your Project' for one thousand pounds. | | | Policy 41 is about using funding.  It makes sure that funds can be used in different ways. | | | |
| A man wearing a lanyard shaking hands with another man on his doorstep. Both med are relaxed and smiling. | | | **6. Review Visits**  Linda talked about review visits happening again.  Independent Living Fund Scotland are organising the visits.  They will begin with the recipients who need a visit the most. | | | |
| A laptop screen with the Independent Living Fund Scotland website showing a video of a woman talking with subtitles below. | | | | There is a video on the [website](https://ilf.scot/ilf-scotland-coronavirus-update-2/) to explain how visits will happen. | | | | | |
| A mother in a wheelchair and her adult daughter standing beside with her hand affectionately resting on her mother's shoulder. | | | | **7. Policy 31 – about family who live with a Recipient, and are their paid Carer (Personal Assistant)**  Some family members acted as Personal Assistants because of Covid 19. This was a temporary arrangement and families should now go back to using the Personal Assistant or care provider they used before COVID-19 because the flexible payments under the policy will be stopping. | | | | | |
| 1 hand giving another person's hand some money.  A supportive man helping a woman with paperwork at a table. | | | | **8. Policy 26 – about who looks after someone’s Independent Living Fund Scotland Award**  The **Award manager** is the person who looks after the paperwork and makes sure the recipient gets their money. | | | | | |
| A group meeting and listening around a table. | | | | | There were talks about who can and who can’t be Award managers.  A few cases need to be looked at – like when a legal guardian is also an Award manager. This shouldn’t happen. | | |
| A man using British Sign Language to sign 'confused'. | | | | | **9.** **Your Responsibilities guide and Employer support**  Some Award managers say they don’t feel confident about their role. | | |
| A man and a woman at a flipchart, delivering some training. | | | | | There will be some information sessions to help them.  Some Advisory Group members will join the sessions to see how they run, in case there are more sessions in the future.  Linda will check with the Centres of Independent Living to see if they want their own session. | | |
| A laptop showing the Independent Living Fund Scotland website's Recipient Feedback Survey Results 2021. | | | | | **10. Feedback from the Recipient Survey**  This survey is now finished.  The feedback has been made into a document that is easy to understand.  You can click [here on the website](https://ilf.scot/news-post/3491/) and open the link you find there. | | |
| A Care Co-ordinator with small circles around her showing her team and support. | | | **11. Review of Adult Social Care**  Peter and Jim talked about the group meeting. They said that a **consultation** about adult social care has begun. | | | | | | |
| 1 woman asking another woman questions and writing down her replies. A magnifying glass surrounds them to show it is research. | | | A **consultation** is when the Scottish Government asks people for their views about making changes. | | | | | | |
| 5 people sat in a semi circle shape, listening to each other talk. | | | Independent Living Fund Scotland will send in a response to the the consultation. | | | | | | |
| A man sat comfortably, reading a document. | | | **12. Terms of Reference**  The group talked about changes to the Terms of Reference.  Linda will send everyone the Terms of Reference so that they can add their comments. | | | | | | |
| A board meeting with voting taking place. One man holds up a green flag to show he is voting. | | | **13. Choosing a new Chairperson and Vice Chairperson**  The group agreed that Jim Elder-Woodward can carry on as the Chairperson of the Recipient Advisory Group.  The group agreed that Andy Higgins will be the Vice Chairperson. | | | | |
| 3 people at a meeting with speech bubbles to show they are discussing things. | | **14. Any other business**  There was nothing else to talk about. | | | | | |
| A calendar page showing 22 November. | | **15. Date of the next meeting**  The next meeting will be on Monday 22 November 2021. | | | | | |
|  | | It will be from 1.30pm to 3.30pm. | | | | | |
| A woman smiling and waving. | | This is the end of the Minutes. | | | | | |