

# SDEF Access Panel Research

## Questionnaire for Chairperson

This questionnaire is part of a wider piece of work on Access Panels carried out by Volunteer Development Scotland on behalf of SDEF.

This questionnaire is available electronically and in audio format. Please contact us at the address below if you would like us to make this available for you.

The information returned in this questionnaire is confidential and will not be used for any other purpose than those stated.

### Section 1 - Your Panel

**Q1 Which Access Panel do you Chair?**

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**Q2 How long has the Panel been in existence?**

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**Q3 For how long have you:**

	<i>Less than 1 year</i>	<i>1 - 3 years</i>	<i>3 - 5 years</i>	<i>5 - 10 years</i>	<i>10 years +</i>
Been a member of the Panel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Been Chair of the Panel?	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q4 How many members does your Panel have?**

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**Q5 How often does the Panel meet?**

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**Q6 Is your Panel directly linked to a disability organisation? If yes, what is the name of the organisation?**

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**Q7 Is your Panel directly linked to any other organisation? If yes, what is the name of the organisation?**

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**Q8 Does your Panel receive any paid support?**  
 Yes .....   
 No .....

**Q9 What function does your Panel have?**  
 \_\_\_\_\_

**Q10 What current projects are your Panel currently involved with?**  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Q11 Apart from the Chair, the Secretary and the Treasurer, do individual Panel members carry out specific tasks?**  
 Yes .....   
 No .....

**Section 2 - Local Authority**

**Q12 Is there a Local Authority representative involved with your Panel?**  
 Yes .....   
 No .....

**Q13 Which Local Authority departments do they come from and do they attend Panel meetings? (Please write the department name in the space provided and indicate whether they attend Panel meetings in the corresponding box)**

	Yes	No	<i>Occasionally</i>
1 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6 _____	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q14** How often do you communicate with these council officers outwith Panel meetings? (Please indicate how often you communicate with them in the corresponding box as per the numbering in Q13)

	<i>Weekly</i>	<i>Monthly</i>	<i>Quarterly</i>	<i>Less Frequently</i>	<i>Never</i>
1	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Q15** What discussions do you have with this representative outwith Panel meetings?

1	_____
2	_____
3	_____
4	_____
5	_____
6	_____

### Section 3 - Panel Members

**Q16** Which, if any, of the following policies and practices does your Panel currently have in place?

	<i>Policy</i>	<i>Practice</i>
Induction for new members	<input type="checkbox"/>	<input type="checkbox"/>

Ongoing seminars/training in access, committee skills etc	<input type="checkbox"/>	<input type="checkbox"/>
Reimbursement of out of pocket expenses	<input type="checkbox"/>	<input type="checkbox"/>
One to one support and advice	<input type="checkbox"/>	<input type="checkbox"/>
Health and safety	<input type="checkbox"/>	<input type="checkbox"/>
Insurance	<input type="checkbox"/>	<input type="checkbox"/>
Provision of specialist equipment i.e. induction loop	<input type="checkbox"/>	<input type="checkbox"/>
Supporting members to move on	<input type="checkbox"/>	<input type="checkbox"/>

**Q17 Does your Panel ever advertise for new members?**

- Yes .....
- No .....

**Q18 If yes, please specify how you advertise**

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**Q19 Are these adverts for specific tasks on the Panel?**

- Yes .....
- No .....

**Q20 In the past 12 months, how many members have joined the Panel?**

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**Q21 In the past 12 months, how many people have left the Panel?**

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**Q22 Do the members of the Panel ever showcase the work of the Panel in the local area?**

- Yes .....
- No .....

**Q23 If yes, please specify**

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Please return this questionnaire in the reply paid envelope provided by DATE

Thank you for your input to this piece of research. If you have any further questions or comments, please contact us: Research Unit, Volunteer Development Scotland, Stirling Enterprise Park, Stirling, FK7 7RP