

**Summary Minutes of the  
Independent Living Scrutiny Group (ILSG)  
Meeting held on 23 September 2009**

**Venue**

Caxton House,  
6/12 Tothill Street,  
London,  
SW1H 9NA.

**Attendees**

Baroness Jane Campbell, Chair, ILSG  
Rowen Jade, Chair, Equality 2025 (EQ2025) (By Telephone)  
Nick Danagher, Equality 2025  
Michelle Daley, Equality 2025  
Saghir Alam, Equality 2025  
Dame Philippa Russell, Standing Commission on Carers  
Ian Loynes, Southampton Centre for Independent Living (SCIL)  
Dr Jenny Morris, Consultant  
David McKenlay, Office for Disability Issues (ODI)  
Sandra Tucker, Office for Disability Issues

**Apologies**

Andy Rickell, Equality 2025

**Approach to the minutes**

The minutes do not attempt to capture every point made, but provide a summary of the group's discussions and a record of required action points.

**Agenda Items**

1. Action Points Update
2. Government Performance Measures
3. Activity & Data Reports
4. Draft Report
5. Next Steps

**Agenda Item 1: Action Points Update - (Paper 1/2/09)**

**Action Points:**

- Revision to Terms of Reference and Ways of Working Guidelines re membership.
- Guidance, briefing and materials relating to Government and Independent Living performance measures
- Member recruitment to represent the Older People contingent
- Make available relevant expenses guide and forms
- Communicate key message to ODI communications from the ILSG re the ODI annual report.

All action points (bar one) were cleared, including the Group's agreement and sign off to the ILSG **Working Guidelines** and **Terms of Reference**. Both documents will be published on the Office for Disability Issues website simultaneous to the first annual report in December 2009.

The outstanding action point will be followed up by **Jane Campbell** and carried forward to the next ILSG meeting in October 2009.

<b>Action Point</b>	<b>Issue:</b> To explore the recruitment of a member who can represent Older Disabled People	<b>Action By:</b> Jane Campbell	<b>Due by:</b> 20/10/09
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**Agenda Item 2: Government Performance Measures – (Paper 2/2/09)**

The ILSG were formally introduced to the “top level” key Government performance measures, as established in order of priority:

**Public Service Agreements (PSA’s)** – the cross-government priorities that set out the key priority outcomes the Government wants to achieve in a spending period (*currently operating in the **Comprehensive Spend Review (CSR) 2007-2011***). There are specific PSA targets relevant to the Independent Living Strategy (ILS).

**PSA’s are owned by HM Treasury Department.**

**Departmental Strategic Objectives (DSO’s)** – all Government Departments develop DSO’s to set out how they aim to achieve the expectations and deliverables as set out in the **PSA’s** during the spend review period. For the Department for Work & Pensions (DWP), **DSO5** relates directly to promoting equality of opportunity for disabled people.

**DSO’s are independently owned by each respective Government Department.**

**National Indicators (NI’s)** – this indicator set underpins the new local performance framework whilst reflecting the Government’s national priorities. Similarly, there is a set of NI’s specific to the ILS. **NI’s are owned by the Communities and Local Government (CLG).**

<p><b>Action Point</b></p>	<p><b>Issue:</b> The “<i>language</i>” used in the context of the Government Performance Measures. Duly recognised by the Group they cannot influence change during the current spend review, but agreed this matter should formally be carried forward in time to influence the next CSR (2011-2013).</p>	<p><b>Action By:</b> ILSG</p>	<p><b>Due by:</b> 2010 Annual Report</p>
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### **Agenda Item 3: Activity & Data Reports – (Paper 3/2/09)**

This document provides a summary “snapshot” of progress by Government on the implementation of the ILS to date.

The document reflects the Strategy itself and indicates who owns the policy area, who leads on it, the timetable of events, activity to date as reported by the Life Chances Government Departments and the relevant PSA/NI which will help to measure progress.

This is a position statement against a commitment in time. In order to simplify the matter and help steer the Group, each policy area is colour coded to demonstrate the current activity levels against the ILS commitment (e.g. Green implies that processes are in place to collect the evidence to support a statement, or, if live, it is on track. Red, however, at the opposite end of the scale could suggest major issues are being incurred and therefore progress is not being made against the commitment).

There are 11 policy areas within the ILS, each with a lead Department responsible for all or part implementation, and it is these policy areas the ILSG will be required to scrutinise:

1. Communications (ODI)
2. Action & Learning Sites and Regional Initiatives (ODI)
3. Housing (CLG)
4. Transport & Mobility (Department for Transport (DfT) )
5. Health (Department for Health (DH) )
6. Employment & Economic Wellbeing (DWP)
7. Personalisation, Choice & Control (DH/ODI)
8. Support, information, advocacy & brokerage (CLG/DH/ODI)
9. Older Disabled people (ODI)
10. Young disabled people in transition to adulthood (Department for Children, Schools & Families (DCSF)/DH/DWP/CLG)
11. Disabled parents (DH/DCSF/DWP)

**Agenda Item 3: Activity & Data Reports Cont...**

<b>The following points and comments were duly noted for future reference and action:</b>	
Communications	To note "Carers" lack of understanding of the ILS.
Housing	Minor issues re Lifetime Homes standard reported, being monitored by a working group, warning recession may impact on this. Also compliance and accountability issues with the builders.
OGD's	More detailed information required. How closely is Government Departments relating to the original Strategy and Commitments? Also, lack of evidence regarding the strategies used by the OGD's regarding co-production.
Health	No data available. ODI Director currently in consultation with DH. To review at next ILSG meeting
Employment	Carers concerned about the Disability Living Allowance (DLA) and Attendance Allowance (AA) – a crucial strand of funding. Also linked to a person in residential care and available for work.
Personalisation	Progress on milestones need to be reported on. Should include Right to Control.
Older People	Successful toolkit could be Linked to Carers Direct
OGD's	Should write a narrative and tell good news stories.
Disabled Parents	Currently no progress report available – ODI in consultation.

#### **Agenda Item 4: Draft Report**

This session was to consider and discuss the options and any contributory factors that should influence the style and depth of the first ILSG annual report for 2009.

It was agreed, (having reviewed the first returns from the Life Chances Government Departments on the progress made on the implementation of the ILS), there is not currently sufficient data to support a conventional style report, e.g. both qualitative and quantitative.

Therefore, it was agreed that the first report would be compiled in "letter" form, and that the content would represent the views and comments of the whole Group.

The letter will be published on the ODI website in due course.

It was suggested and agreed the content of the Letter should include details on the following subject matter:

- Role and function of the ILSG – approach, examples.
- Government reporting - rhetoric versus reality
- Good and bad news
- Better understanding of practicable application re the commitments
- Network of Networks – two way communication
- Demonstrate how issues are identified
- (Range of methods – high level scrutiny – influence the future)
- Outcome of scrutiny and impact on legislation
- ILSG members reflect reality – "living the life" at ground level
- Link with Carers – independent living issues and ambitions identical

**Agenda item 5: Next Steps**

- Draft Letter to be compiled
- Draft version to be shared with the Disability Equality Delivery Board (DEDB) as a matter of courtesy
- Final version of Letter agreed and signed off by ILSG
- Letter sent to Departmental Life Chances Ministers

<b>Action Point</b>	<b>Issue:</b>	<b>Action By:</b>	<b>Due by:</b>
First Draft Letter for the Group	ILSG first annual report	ODI	02/10/09
Comments back to Secretariat	ILSG first draft cleared by Group	ILSG	08/09/09
Draft Letter to Chair	Revised version in readiness for DEDB Board Meeting	Chair/ODI	12/10/09
Draft submitted to DEDB	Draft presented at DEDB meeting	ODI	14/09/09
Final Draft to Group	Final comments prior to "sign off"	ILSG	16/09/10
Final Letter for sign off by ILSG	Final version to be agreed and signed off for despatch to Life Chances Ministers	ILSG/ODI	20/10/09

Please note the date of the next ILSG Meeting will be on Tuesday 20 October 2009 from 13.30 to 16.30 in Caxton House, London. Joining papers will follow nearer the time. Thank you.

Summary Minutes compiled by Sandra Tucker  
29 September 2009

**Glossary of acronyms**

<b>AA</b>	Attendance Allowance
<b>CLG</b>	Communities & Local Government
<b>CSR</b>	Comprehensive Spend Review
<b>DEDB</b>	Disability Equality Delivery Board
<b>DCSF</b>	Department for Children, Schools & Families
<b>DH</b>	Department for Health
<b>DLA</b>	Disability Living Allowance
<b>DSO</b>	Departmental Strategic Objective
<b>DfT</b>	Department for Transport
<b>DWP</b>	Department for Work & Pensions
<b>EQ2025</b>	Equality 2025
<b>ILS</b>	Independent Living Strategy
<b>ILSG</b>	Independent Living Scrutiny Group
<b>NI</b>	National Indicator
<b>ODI</b>	Office for Disability Issues
<b>OGD</b>	Other Government Department
<b>PSA</b>	Public Sector Agreement
<b>SCIL</b>	Southampton Centre for Independent Living