

**Summary Minutes of the  
Independent Living Scrutiny Group (ILSG)  
Meeting held on 20 October 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  
Andy Rickell, Equality 2025  
Saghir Alam, Equality 2025  
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**

Michelle Daley, Equality 2025  
Dame Philippa Russell, Standing Commission on Carers

**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. ILSG Report
3. Next Steps
4. Preparation for 2010

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

**Action Points**

- To recruit a member to represent Older Disabled People.
- Influence the change of “language” used in the context of the Government Performance Measures.
- Draft Annual Report to ILSG
  - Revised version to DEDB
    - Final draft to ILSG
- Final version signed off by ILSG for despatch to Life Chances Ministers

All action points (bar one) were cleared, and the only outstanding issue will be carried forward to the 2010/2011 reporting cycle.

We are pleased to advise that Ann MacFarlane has kindly accepted an invitation from Jane to join the ILSG as representative of Older Disabled People and will join the Group with effect from next year. In the interim period, Dave McKenlay will be meeting with her to inform her of the Terms of Reference for the ILSG and advise her on the background and journey so far in relation to the publication of the ILSG annual report for 2009.

<b>Action Point</b>	<b>Issue:</b>	<b>Action By:</b>	<b>Due by:</b>
Carry forward issue re “language” used.	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).	ILSG	2010 Annual Report

**Agenda Item 2: ILSG Report**

The draft version of the annual report was presented to the Disability Equality Delivery Board (senior civil servants representative of the Life Chances Government Departments for information. There were no comments.

The Board were made aware the final report would be made available to the **Ministers** at the next **Life Chances meeting on 2 December** and would be **published** on the ODI website on **3 December** respectively. However, a copy of the final report will be made available to the Board on **18 November** so they may brief their Ministers before the Life Chances meeting in December.

During the course of the ILSG meeting, the “draft” report was revisited for final amendments and in consequence subtle changes to the content of the report were recommended to ensure clarity to the reader and it is confirmed these changes have now been incorporated.

A **final** copy of the letter is now attached for your **information only**.

<b>Action Point</b>	<b>Issue:</b>	<b>Action By:</b>	<b>Due by:</b>
Amendments	1. Addition- Page “3”- reference to Annex C of the ILS. 2. Background – merge paras 2 & 3. 3. Page 6 – penultimate paragraph – signify references to customer groups are quotations from the ILS.	ODI	23/10/09
DEDB members	Copy of final report to DEDB to enable them to brief their	ODI	18/11/09

	respective Ministers		
Life Chances Ministers meeting	Present final report to Life Chances Ministers at the next meeting in London on 2/12/09.	ODI & JC	<sup>1</sup> 2/12/09 10.15 Slot (15 minutes)
Publication of report	Arrange for report to be published on the ODI website on 3 December 2009.	ODI	After 2/12/09

### Agenda Item 3: Next Steps

Following on from the publication of this year’s report, discussion turned to how best we could publicise the report and subsequently the ILSG to encourage and engage co-production for future scrutiny.

Various options and ideas were mentioned, including a “mailshot” to Disabled People’s Organisations (DPO’s) and other networks, and/or a personal “storyline” from the Chair of the ILSG. How the Group might best disseminate their messages was also brought to the fore – should we communicate and publicise the ILSG Report through established route ways, e.g. Equality 2025 (in its present network format), or should it be through the ODI Communications network (e.g. DirectGov, ODInsight). Similarly, could we consider the Chair, (either in her capacity as Chair of the ILSG or independently), approaching the national press with a view to them publicising the report on behalf of the Group? Should we link our messaging with the UN Convention?

As the discussion raised more questions than answers on the day, no firm decisions were taken. However, in this respect the Chair requested that all members of the Group submit their ideas re “messaging” directly to her, in writing, by **mid-November**.

The members were also asked to provide suitable biographies (updated or new) for the ODI website to inform and personalise the membership list of the ILSG which will published in unison with the annual report (Letter) and membership Terms of Reference.

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<sup>1</sup> Rowen Jade will also be attending the Life Chances Meeting on 2/12/09 (standing invitation)  
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<b>Action Point</b>	<b>Issue:</b>	<b>Action By:</b>	<b>Due by:</b>
"Messaging"	Ideas in writing to Chair from all members	ILSG	Mid-November
Biographies	All members to submit/advise ODI which biography to use for the ODI website	ILSG	30/10/09

#### Agenda Item 4: Preparation for 2010

##### Process

The Group went on to discuss the process for next year's scrutiny and it was agreed that in principle it would follow the same design and structure as practiced this year:

- Number of meetings – **three**:
  - **1<sup>st</sup> Meeting** – end of July 2010 – purpose to review emerging data, ask questions, seek clarification – duration 2 hours.
  - **2<sup>nd</sup> Meeting** – mid September – look at detailed information, agree basis for the report, first draft – duration 3 hours.
  - **3<sup>rd</sup> Meeting** – mid October – sign off final report for 2010, prepare for next year's scrutiny – duration 2 hours.

It was acknowledged this year's performance and progress reports were sparse in detail as it is deemed early days in the reporting process. However, it was agreed by the ILSG that for next year the Group anticipated more qualitative data, as well as quantitative, and would be looking for additional information sources to support statements made. Examples of this should include, wherever possible, information from the Life Opportunities Survey, **[need a formal reference here for footnote]** and relevant and recent publications via ODI's analysts and researchers. Also, from the co-production aspect, it is anticipated that the Group will be able to utilise the "Network of Networks" infrastructure to seek assurance and test rhetoric from reality.

**[again we will need to reference for footnote]**

<b>Action Point</b>	<b>Issue:</b>	<b>Action By:</b>	<b>Due by:</b>
Meetings	Identify best availability dates for Group members for future meetings as detailed above. To include a separate meeting with the Chair and ODI.	ODI	By end of November 2009
Progress data	Supply ILSG with progress data/information for scrutiny purposes in readiness for 1st meeting.	ODI	Mid June 2010

## Conclusion

With the above processes and arrangements set in motion for next year, the Chair was happy to report that the ILSG's business for this year had successfully been concluded.

The Chair then took the opportunity to thank everyone for their valued time, expertise and support. She reiterated the importance of the Group and their role and the opportunity it presents to be able to influence future Government policy and how, in real terms, this could make a difference for all disabled people and help achieve equality by 2025.

The final meeting for 2009 then closed.

Summary minutes compiled by Sandra Tucker  
23 October 2009