

**8 December 2006
Riverbank Park Plaza Hotel
London SE1 7TJ**

Approach to the minutes: the minutes do not attempt to capture every point made, but provide a summary of what the discussions covered and provide a record of required action points.

Terminology in this paper

ODI = Office for Disability Issues

Members = Members Equality 2025

Attendees:

Haji Saghir Alam, Simone Aspis, Prabhat Barot, Michelle Daley, Nick Danager, Clenton Farquarson, Tara Flood, Shelley Franklin, Miro Griffiths, Kirsten Hearn, Rowen Jade, Eleanor Thoe Lisney, Dave McCormick, Sarah Newman, Andy Rickell, Richard Rieser, Steve Scott, Katherine Thomas, Alex Thorburn, Zara Todd and Fiona Wallace

ODI Officials: Bruce Calderwood, Mengi Mulchandani
Carol Foster-Middleton, Celia Reed
Secretariat Wilma Jackson, Steve Frost, Chris Manasseh

Apologies: Richard Rieser

1. Domestics, Welcome & overview Introductions

1.1 Bruce Calderwood, Director of the ODI welcomed the members and set out the general background and principles to the Equality 2025 Network.

1.2 Kirsten Hearn welcomed the members and agreed to facilitate

meetings until the members decide how Equality 2025 will operate in the future. Kirsten then explained the history and thinking behind setting up of Equality 2025.

1.3 Sally Witcher (Deputy Director, ODI) outlined the proposed agenda for the day which was accepted by the members.

2. Ground Rules

2.1 The members discussed general guidelines for the meetings and agreed the following principles:-

- the detail of discussions within the group will be confidential and not attributed to particular individuals but generally Equality 2025 will try to be as open and transparent in the way it works as possible. The minutes will reflect this by giving an overview of what was discussed.
- there will be no use of abbreviations;
- all phones will be switched off during meetings;
- if a name is used an explanation of who the person is and their role will be given;
- ideas can be challenged but not the individual;
- say your name before speaking;
- raise your hand or make noise when wishing to speak;
- there will be regular breaks during meetings;
- everyone will accept that there are different levels of experience and understanding within the group; and
- all communication will be done through the facilitator of the meeting.

3. Getting to know each other

3.1 The members then split into four groups to:-

- identify a policy area they knew a lot about
- identify a policy area they knew a little about but were interested in
- identify a policy area they want Government to change

A summary is at Annex A

4. Vision Exercise

4.1 To begin to develop a joint vision for the Network and create a more immediate picture of how this might happen members split into four groups to consider these questions:-

- It is 2009, what have we achieved?
- How will we have worked with disabled people and their organisations?
- How will we have worked with Government?

A summary is at Annex B

5. Diversity session

5.1 The members then had a general discussion about what the Network needs and how they, the members, would work together. The questions raised were:-

Who are we?

Who are we not?

Is it enough?

What are we going to do about it?

5.2 In considering these questions the members discussed the many diversity groups the members covered and how the Network could involve the individuals / groups not covered. It was noted the Network is not intended to represent all diversity strands. The intention is that members will network outside of the meetings to engage with as many disabled people as possible on all issues.

5.3 The Secretariat stated that dispensation had been given by Office of the Commissioner for Public Appointments (OCPA) to recruit both a member from Northern Ireland and a person from the deaf community. Northern Ireland has a reserved place which was not filled during the recruitment exercise as there were no suitable

applicants. A delay in the advert appearing in the most widely read publication for the deaf may have been a contributing fact that no one from the deaf community was successful.

5.4 The secretariat are planning the Northern Ireland recruitment process with help from the Office for the First Minister and Deputy First Minister. It is hoped that a new member will be appointed by the end of March 2007. **(Action Equality 2025 Secretariat)**

5.4 Kirsten asked that, for the next meeting, members should think about how any gaps could be filled including the issue of whether to recruit a deaf member. **(Action all Equality 2025 members)**

6. Strengths to share/skills to develop

6.1. The members then split into pairs to consider what strengths they have and what skills they need. A general discussion followed which identified some needs. The group were asked to send details of their personal skills and background to Menghi Mulchandani (ODI) by the 8th January. Menghi will prepare a paper for the next meeting which suggests group training needs and will contact members to discuss their individual needs. **(Action: All Equality 2025 members to send details to Menghi Menghi to prepare training needs paper for next meeting)**

6.2 The members discussed developing a paragraph with their personal needs to be taken into consideration by other members. It was agreed each member should send a 'what you need to know about me' note to the Equality 2025 secretary (Wilma) by the 8 January. **(Action all Equality 2025 members).** Wilma will circulate the details to all the members before the next meeting. **(Action Wilma - Equality 2025 Secretariat)**

6.3 Communication within meetings was discussed and in particular the use of a green and red card system to register a wish to speak. As this system did not suit all members the Kirsten asked members to bring others ideas to the next meeting **(Action all Equality 2025 members).**

6.4 The secretariat will circulate full contact details of each member to

each member in the meantime. - Done

7. Overview of induction pack

7.1 This session was cut short to bring the agenda back on time. Members were asked to send any questions they have on the induction pack, including how to claim expenses, to Wilma or Chris in the Secretariat– **(Action all Equality 2025 members)**.

8. Dates of future meetings

8.1 The dates and format of future meetings was discussed. It was agreed that the next meeting would be on 18/19 January 2007. It would be over two days in the same format as this first meeting and the venue would be the Sheraton Skyline Hotel at Heathrow.

8.2 The possibility of future meetings being held as one day was discussed and agreed it was agreed the third meeting in February would be a single day and the duration of future meetings would be then be discussed and agreed. The secretariat will research other possible locations and may ask members to help identify venues and also help to check accessibility **(Action Equality 2025 secretariat)**.

8.3 The members were asked to give their availability to the Secretariat by 21 December for the next six months so that locations and suitable dates could be considered **(Action all Equality 2025 members)**

Reflection on the Day

9.1 Sally thanked everyone for their participation in the day which everyone felt had gone well. Sally said that if members had any comments for improvements to the meetings they would be welcomed by the Secretariat at any stage of the proceedings. It was agreed that the agenda and key papers would be sent out two weeks in advance of future meetings and that long papers would be summarised. **(Action Equality 2025 secretariat)**.

9.2 There was a brief discussion on what the next meeting might cover and the issues included, training, gaps in membership,

understanding the role of Government. There was also concern about the potential reduction in Centres for Independent living (CIL'S) and it was felt this issue needed to be discussed at the next meeting. The members also asked that they have a session at the start of each meeting where government officials are not present. This was agreed. The secretariat will develop a draft agenda for the next meeting. **(Action Equality 2025 secretariat).**

9.3 A general press release was discussed for members to use for their local media. It was agreed that members should send a paragraph to the Secretariat by 18 December **(Action all Equality 2025 members/secretariat)**

9.4 The Members were asked to return signed copied of Terms of Reference by the next meeting **(Action all Equality 2025 members)**

9.5 The layout of the meeting room was discussed and the aim will be that future venues will have an arrangement that is more accessible for all. **(Action Equality 2025 secretariat).**

9.6 The Secretariat will also consider how to send information, for example briefing papers etc, between meetings **(Action Equality 2025 secretariat).**

9.6 Bruce Calderwood (Director - ODI) thanked everyone for their participation, summed up the events of the day and closed the meeting.

Summary of Action Points:

For the members:

1. Provide the Secretariat with a paragraph for the general press release by 18 December. Information should only be personal experiences/views and not specifically related to Equality 2025 at this stage. This is only until members and the secretariat have reached agreement on a media story line for Equality 2025. (Para 9.3)
2. Provide availability dates for the next 6 months to the Chris Manasseh (christopher.manasseh@dwp.gsi.gov.uk) by 21

December. (Para 8.3)

3. Send details of personal skills and background to Menghi Mulchandani (menghi.mulchandani@dwp.gsi.gov.uk) by the 8 Jan 2007 (Para 6.2)
4. Send a 'what you need to know about me' pen picture providing further personal details for use by the members to the secretariat by 8 January 2007. (Para 6.2)
5. Consider how gaps in membership coverage could be filled (e.g. appointment of a deaf member) To be discussed at the January 2007 meeting– (Par 5.5)
6. Members to consider communication methods within meetings e.g. replacement for the green card system, and bring thoughts to the meeting on the 18 January 2007 (Para 6.3)
7. Return signed copied of Terms of Reference by the next meeting (Para 9.4)
8. Provide any comments on the induction pack and examples to Wilma Jackson or Chris Manasseh. (Ongoing) (Para 7.1)

For the Secretariat:

1. Draft a press notice for members to send once cleared by the secretariat – done.
2. Circulate contact details for all members - done
3. Research possible locations for future meetings- (Para 8.2)
4. Try to improve layout of future meeting rooms (Para 9.5)
5. Provide key papers within two weeks of meetings and provide a summary of any large documents (Para 9.1)
4. Consider how best to send information, for example briefing papers etc, between meetings. (Para 9.6)
5. Circulate 'what you need to know about me' pen pictures' to members before the next meeting (Para 6.2)
6. Recruit Northern Ireland member by the end of March 2007 (Para 5.4)
7. Draft the agenda for next meeting (Para 9.3) – done.

The next meeting is on Monday and Tuesday 18 & 19 January at the Sheraton Skyline Hotel, Heathrow.

ANNEX A

1. A POLICY AREA MEMBERS KNOW LOTS ABOUT - RESPONSES

KEY ISSUES

Education
Young people
Independent living
Media

OTHER ISSUES

Public Services
How local Gov't works / service delivery
Transport
Inclusive education
Web accessibility
Cultural
Lesbian, Gay, transgender & Bi sexual
Disability issues
Mental health issues
Employment
Special Education Needs / Education

2. A POLICY AREA MEMBERS KNOW A LITTLE ABOUT BUT ARE INTERESTED IN

KEY ISSUES

Employment
International / European
Children's issues
Immigration
Devolved issues

OTHER ISSUES

Independent living
National Gov't
Transport
Health issues
Updating on disability policy & legislation
Multiple disability
Transition

Citizenship
Disability skill leads
International legal framework

3. A POLICY AREA MEMBERS WANT GOV'T TO CHANGE

KEY ISSUES

Benefits - attitudes
UN Convention - promotion and implementation
Support for user led groups
Disability should be embedded in everything
Reducing poverty
Person centered planning
Education
Outcomes and not be set by non DP standards
How to create networks to reach all groups

OTHER ISSUES

Evaluation & assessment of disability
Disability embedded across Government
Design, communication. Access and service design
Independent living for everyone
Multiple disability
Transition
Disability Premium?
Incapacity Benefit
Pathways and gate
Single budgets process
Gov't support for Centres for Independent Living
Single point of assistance
Assessing outcomes set by non disabled people
More person centered policy

ANNEX B – HOPES FOR THE FUTURE

1. IT IS 2009, WHAT HAS EQUALITY 2025 ACHIEVED

KEY ISSUES

Set standard disability equality to use as a measure - possibly for UN convention.

Government is listening and we're being taken seriously

Disabled peoples organizations funded.

Processes for engaging disabled people established and believed by government.

OTHER ISSUES

Funding for Centres for Independent Living

Inclusive education

Influencing media

Implemented our findings

There will have been a Disability Equality check on each policy

We have influenced or built a capacity building Programme

Equality 2025 will include someone who is deaf and someone from Northern Ireland

We will have attempted to create a disability movement that covers all areas and represents all disabled people

Improved the perception of disability both in Government and in Public

Reviewed the way Government consults with disabled people

Funding for disabled people

Use of measures e.g. Social model

Become a bridge with Government

Provide a voice for disabled people

Produced a vision statement so Gov't and disabled people know why we are here

There has been capacity building of DP both locally and regionally which is held to account publicly

The key concerns of DP are open and transparent to those who may be marginalized

Joined up thinking of DP across Government using the social model

There have been real successes to show the merit of our involvement

2. HOW WILL EQUALITY 2025 HAVE WORKED WITH DISABLED PEOPLE AND THEIR ORGANISATIONS

KEY ISSUES

Road shows / meeting people out and about

Bridge between disabled people and Government + sponge to such up views in diversity (but not the only voice listened to by Government)

Utilized modern and hip ways to communicate / marketing

OTHER ISSUES

Complete a survey

Hold a network of surgery's

Networked with user groups

Invite groups to our sessions

Involved in cross Department working groups and discussions

3. HOW WILL EQUALITY 2025 HAVE WORKED WITH GOVERNMENT

KEY ISSUES

Two way process

Involved in influencing policy issues right from the start

OTHER ISSUES

We set our agenda with Government

Worked with Departments furthest away from Disability – like Ministry of Defence

Involvement is inclusive and accessible

Government will have learned how to involve disabled people

We will have been involved in policy right at start – before the bill

We will have worked non-defensively and openly in partnership