

## Minutes

16 & 17 May 2007

Park Plaza Hotel, Leeds

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

### Terminology in this paper

ODI=Office for Disability Issues

Members = Members Equality 2025

**Attendees:** Kirsten Hearn, Dave McCormack (facilitators)  
Andy Rickell (facilitator part of day two) Clenton  
Farquharson, Simone Aspis, Eleanor Thoe Lisney, Michelle Daley, Prabhat Barot, Alex Thorburn, Fiona Wallace, Tara Flood, Katherine Thomas, Sarah Newman, Steve Scott, Saghir Alam, Miro Griffiths, Gary McGladdery, Zara Todd, Rowen Jade, and Nick Danagher

**ODI Officials:** Sally Witcher, Bruce Calderwood  
Secretariat: Carol Foster-Middleton, Wilma Jackson, Audrey Daft, and Chris Manasseh.

**Apologies:** Richard Rieser and Shelley Franklin.

### **Guest Speakers for Day 1**

Lucy Wilkinson = Leeds Involvement Project

Harold Beck = Rainbow Ripples

### **Guest Speakers for Day 2**

Pat Samuel = Office of the Third Sector

## **Day One Wednesday 16<sup>th</sup> May 2007**

### **1. ODI Feedback**

1.1 Bruce Calderwood gave a short presentation on the work plan for the Office for Disability Issues. There are currently more than 60 projects ongoing managed by approximately 60-70 staff, some are disabled people. Bruce acknowledged that the Office for Disability Issues was not adequately resourced to support some of the

projects, including Equality 2025, but advised that following a reorganisation of staff, there will be additional support put in place, to help with work such as research, and drafting policy papers. Also, links will be developed with officials in other departments, which will also improve the level of support available.

1.2 Sally then spoke about the agenda for today, and gave sub groups some advice on what issues to think about when setting out their key priorities for the Equality 2025 work plan. Sally also gave the Members some tips on how to write papers for government, focusing on providing advice, rather than campaigning. This is more likely to result in a positive response from government.

## **2. Sub-Groups**

1.3 Members met separately within sub-groups to discuss and agree their top three priorities. These were not minuted.

## **Day Two Thursday 17<sup>th</sup> May 2007**

### **3. Minutes of last meeting (see paper EQ2025/05/02)**

3.1 Minutes were agreed with the following amendments:

- (a) all pages should be numbered.
- (b) The minutes need to be drafted in plain English using shorter sentences. Para 2.2 was given as an example of where the sentence was too long. Also, in para 2.2, 'distinct' had been spelt incorrectly.
- (c) Para 2.2 includes a sentence referring to the need for a linked person in the ODI to be identified to support the devolved forum. This had not been identified as an action point at the end of section 2.
- (d) In para 3.4 'Leitch' has been incorrectly spelt.
- (e) In para 3.5 the name 'Saghir' is spelt incorrectly.
- (f) Para 9.3 remove branding and websites as no spend yet on these.
- (g) Para 9.5 to be amended to also reflect that additional

time and spend is not just due to geographical locations but also to the nature of the role (four members responsible for three whole countries, each with a separate devolved administration usually based at a considerable distance from members.)

(h) Para 12.2 spelling mistake: 'micro-sites'

(i) Para 13.1 change 'Management' to 'Government'.

3.2 The following action points were reported as being still outstanding:

(a) Para 2.7: Secretariat to investigate availability of meeting rooms in devolved administration areas.

(b) Para 3.2: Secretariat to provide a briefing paper on government activity on transitions.

(c) Para 3.4: Secretariat to brief Employment and benefits sub group on any key issues.

(d) Para 3.5: Secretariat to provide response to Simone's requests for briefing.

(e) Para 3.6: Secretariat to consider allocating one link person for each sub group.

(f) Para 3.7: Secretariat to identify key issues for Health sub group, and key contacts.

- (g) Para 5.5 : Sub groups to provide key messages to Media Sub Group, who will work with Management Sub Group to draw together a communication strategy.
- (h) Para 6.2: Independent Living Sub Group to respond to information on CILs.
- (i) Employment sub group and Richard to draft paper on horizontal directive.
- (j) Richard/Kirsten to circulate forward planning agenda to members.
- (k) Secretariat to discuss with facilitators the list of requests from sub group and prioritise.
- (l) Secretariat to circulate ODI Work Plan to members.
- (m) all actions relating to section 7, European Structural Funds.
- (n) Para 8.2 Media sub group to produce discussion document on ideas for public meeting.
- (o) Para 9.5: Secretariat to provide revised budget, and easy read summary.
- (p) Management sub group and Secretariat to draft work plan.
- (q) all action points under section 12 relating to branding and website.

3.3 It was also noted that the Management sub group have a lot of tasks, and care needs to be taken to make sure they are not overloaded with work.

3.4 Members asked the Secretariat to give thought to how the minutes, matters arising and action point update, might be presented at future meetings, to make it more manageable.

**Action Point:**

**The list of outstanding briefing and requests for information should be shared with the Management Sub Group to allow them to help the Secretariat prioritise requests.**

Rowen excused herself from the meeting.

**4.0 Key Aims and Objectives**

4.1 The key aims and objectives for the forthcoming year were discussed. Kirsten and Andy facilitated during this

agenda item.

4.2 Six key aims and underpinning objectives were discussed in detail, to ensure all the main issues identified by the sub groups were incorporated into general headings. These were then expanded upon by a set of associated objectives under each heading. Due to time constraints it was agreed that the final wording of the aims and objectives would be concluded by tele -conference after this meeting, with Andy, Sarah, Steve and Wilma and the wording clarified with Fiona on Tuesday.

4.3 It was agreed that the revised version would be sent to Sally, who will advise on any amendments, then circulated around Office for Disability Issues and other government departments for their views and suggestions (Note, the final version as agreed after the meeting is provided at Annexe 1).

4.4 It was suggested that when Members draft documents for circulation to government they consider identifying examples of good practice and how this could be used as solutions and also to consider the use of wording in any

briefing such as 'advising' rather than 'ensuring'.

## **5.0 Agenda for June meeting**

5.1 The agenda for the June meeting in London was discussed. The meeting will be held in the Tara Copthorne Hotel on 20/21 June with a Ministerial reception at Portcullis House on the 20 June to formally sign the Memorandum of Understanding. The proposed agenda was agreed as follows:-

### **Day One: 20 June 07**

12-1pm – Lunch

1-4pm – Business

4-5 pm – Travel to Ministerial Reception

7pm – Make own arrangements for dinner

### **Day Two: 21 June 07**

Start 9:00am and conclude business at 3:30pm

Items for discussion

- UN convention – Dr Richard Light to talk
- Devolved Forum - to talk about their roles
- Media Strategy – public meeting.

- Work programme

**Action Points:**

**(a) Secretariat to provide details of accessible restaurants for 20 June.**

**(b) The following papers will be need to be prepared, and made available to the Secretariat, by 7<sup>th</sup> June:**

- Paper on the UN Convention – Office for Disability Issues**
- Paper on role of the devolved administration members – Devolved Forum members**
- Paper on media strategy – Media sub group**

**(c) The following paper will be required by 14th June:**

- How the work programme will fit with Memorandum of Understanding - Secretariat**

5.2 Simone requested support for her presentation to People First on the 20<sup>th</sup> June.

**Action point:**

**Media sub-group agreed to work with Simone on**

**developing some suitable presentation material.**

## **6.0 Presentation from Pat Samuel, HMT (see paper EQ2025/05/04)**

6.1 Pat Samuel was welcomed to the meeting and she talked to the Members about the future role of the third sector and how it can be helped to develop. Pat explained how the third sector is very relevant to disabled people, as many third sector organisations are involved in the development of policies or delivery of services that affect disabled people. She spoke about the lack of funding which the third sector are experiencing. One issue raised during a recent consultation was that the allocation of funding on a yearly basis rather than for three years, as originally intended, has caused problems. The consultation was part of the review of the third sector and an interim report published in December 2006 announced that:-

- (a) There would be a new £30 million Community Asset Fund making it easier for communities and community groups to manage or take on assets such as unused public building.
- (b) There will be an additional £6.5 million within the

Safer and Stronger Communities block of Local Area Agreement; and

- (c) Future funding will be for a 3 year period to pass on financial flexibility.

The 2007 Budget also announced £80 million to support community action and voice, providing core funding to grass-roots organisations. This will be channelled through third sector partners at a local level.

6.2 A proportion of the £80 million will be allocated to Scotland on a pro rata basis, according to population. It will be for the Scottish Parliament to decide how to spend the funding. The final report is due to be published later this year.

6.3 The second phase of the review is consulting on the following key areas:

- (a) enabling voice and campaigning;
- (b) strengthening communities;
- (c) transforming public services;
- (d) encouraging social enterprise; and
- (e) supporting the conditions for a healthy third sector.

6.4 Pat asked the Members for feedback on these key areas of the review. She also asked for any ideas from Members on:-

(a) What are the key issues to be aware of when considering the funding of a campaigning organisation? For example, might this compromise their independence?

(b) The third sector now deliver a lot of public services e.g. after school clubs. What might be preventing any further expansion?

(c) Social Enterprise – there are lots of enterprises already in existence employing disabled people e.g. catering training. Where can social enterprises involve disabled people, for example through employment or training?

(d) Volunteering in Communities – being involved in the local community. What are the barriers preventing people from becoming involved, for example rules on social security benefits. How can disabled people become more involved in community activities?

(e) Having a healthy Third Sector - How can the funding process be improved?

6.5 The presentation was followed by a question and answer session. Issues raised included:

**Q. Withdrawing funding for organisations often happens at short notice**

A. It was explained that short notice of termination of funding is illegal and this has come to their attention. A Compact Commissioner has been appointed to oversee the third sector. This might be one of the issues he could look into.

**Q. Do Social Enterprises (part charity/part ordinary company) include community interest companies?**

A. Community interest companies (CICs) are a new type of body, something between a company and a charity. CICs are a type of social enterprise. There is a lack of understanding about CICs and HMT are looking at how to rectify this.

**Q. What measurement is in place on 'Inclusivity' when giving grants?**

A. It is uncertain how 'Inclusivity' is monitored currently but Pat agreed to take this question away and respond in writing at a later date.

**Q. How will funding be allocated? There is a need to think about the third sectors' duty to promote disability equality and how you choose your partners.**

A. We don't usually worry about how money is allocated, but this time we are taking a different approach. We will not be giving all of the money to one agent, but channelling it through a number of different routes. Anne McGuire will be meeting with the Minister for OTS, and funding will be one of the issues for discussion.

**Q. What can be done in the future to prevent the sort of problems recently experienced with the Section 64 grant programme? Is there any better structural way of funding disability organisations than section 64 as this does not fit well with Department of Health strategic objectives?**

A. Department of Health have re-structured, so this should help. Additionally Ivan Lewis has instigated a review of the Section 64 grant process, to allow them to 'learn lessons'.

Pat went on to talk about how the Chancellor has set up an Advisory Panel, to advise on the review, and therefore is time limited and will be wound up when the review is completed. Members asked about the composition of the panel, and how panel members were chosen. Pat explained that a diverse group of people were personally chosen by the Chancellor, and include representatives from faith groups, and key umbrella organisations. It is chaired by May Sherlock. Pat added that HMT are considering the possibility of setting up a more formal advisory board, along the lines of Equality 2-025, to advise on third sector issues.

**Q. There is a need to look at 'best value' – there is concern that local authorities, when putting work out to tender look at the cheapest as the best value. This can result in disability organisations being excluded and undermines full engagement with the disability sector.**

Pat explained that they are working with the department for Communities and Local Government on a White Paper, which will include a section on local authority duties in respect of the third sector. Also looking at ways of measuring added value, by scoring non financial benefits as well as financial ones.

With no time for further discussion, Pat suggested that Members who had additional questions could send them to her by email and she would respond.

**Action Point: Members to email additional questions to Secretariat, who will forward them on to Pat Samuel.**

## **Annex 1**

### **Key Aims**

Acting as a conduit with Government for the voices of disabled people across the UK, Equality 2025 will:

1. To map the life journey of disabled people to identify the critical barriers to disabled people's equality and propose solutions to those barriers.

Objectives:

1. To advise Government of the benefits of inclusive early years and education and effective transition practice in improving the life chances of disabled learners.
2. To advise Government of the views of disabled people on the Independent Living Review as it progresses.
3. To advise Government of the critical legislative, policy and administrative barriers across all areas of government which are experienced by disabled people and that unnecessarily hinder disabled people's employment opportunities (working with DEAC where appropriate).
4. To advise Government on how to facilitate fair access and choice for disabled people when

accessing health care.

5. To advise Government on how to improve the life chances of older disabled people.
  
2. Advise Government on what it needs to do to make sure that disabled people get their rights.

Objectives:

1. To advise government on implementing the UN Convention and the development of corresponding EU legislation.
  2. To advise government on removing the barriers to disabled people's full participation in the political process.
  3. To seek to work with the CEHR Disability Committee on the development of the Single Equalities legislation.
  4. To advise government on issues relating to the safeguarding of the dignity and right to life of disabled people.
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3. To advise Government on how they can enable, support

and capacity build the self determination of disabled people and their groups to add value to the government policy and service delivery process.

Objectives:

1. To liaise with key partners to inform our advice to government on implementing Recommendation 4.3 of the Life Chances report.
4. To advise Government on how they could seek to ensure that the equality and diversity of disabled people is understood and included in government policies and services.

Objectives:

1. To seek to work with the CEHR and other bodies to develop best practice in equality and an understanding of the diversity measures in particular for disabled people who come from more than one identity group.

5. To be a visible and effective model of a strong and equal partnership between Government and the public in developing government policy.

Objectives:

1. To advise Government on how to engage with disabled people in the delivery of the Disability Equality Duty.
  2. To develop an effective public involvement strategy with all disabled people.
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6. To work with the Equality 2025 secretariat to manage our business well.