

# ITEM 8

## **Report template – Disabled People's Diversity Forum**

**13 September 2007**

### **Accessible information: Learning disabilities**

#### **Aim of report/presentation**

Write a brief overview of the item being reported on/the presentation.

This presentation will provide the Forum with a level of awareness on how to make communication easier for people with a learning disability. Following this presentation the Forum will need to discuss what further steps need to be taken to make sure people with a learning disability can be involved directly or indirectly in the Forum.

I have used existing documents. The Communication Toolkit is self explanatory. The Positive and Productive meeting is an example of how we now run our meetings. I will be happy to discuss both further.

#### **Consultation proposal**

Provide details of how you intend to carry out the consultation.

I will make a presentation to the Disabled People's Diversity Forum to see how people with a learning disability can be involved in the Forum.

#### **Questions for discussions**

It would help us if you could come to the meeting prepared with your responses to the following questions...

Should people with a learning disability be involved directly or indirectly in the Forum meetings?

Are Forum members happy for changes to be made in the way presentations and reports are given at meetings to accommodate people with a learning disability?

Would it be better for Council officers to meet with people with a learning disability to discuss their views on agenda items prior to the meeting and give feedback on their behalf?

#### **Questions from Forum member**

Do you have any questions you would like to ask about the report/presentation or generally about the item being discussed?

# **Template for reporting results to Diversity Forums**

## **Aim of reporting results**

Write a brief overview of the item reported on/the presentation – use the same information as used in the report template.

## **Consultation carried out**

Provide details of how you carried out the consultation

## **Outcome**

Describe the actions you will now be taking as a result of the consultation including any equality impact assessments you have or will be carrying out.

Please complete this form and return electronically to Pam Thompson, Consultation Support Team, within 8 weeks of presenting your item at a Diversity Forum meeting. Thank you.