



BC Community Living Action Group (BC-CLAG)

A provincial network of service, support, and advocacy organizations, family groups, & other community living stakeholders

November 10, 2011

FOI.Requests@gov.bc.ca

Freedom of Information Request
Consolidated Intake, Information Access Operations
Ministry of Labour, Citizens' Services and Open Government
PO Box 9569
Stn Prov Govt
Victoria BC V8W 9K1

Dear Madam/Sir:

**Re: Request for Records (*Freedom of Information and Protection of Privacy Act*) –
Ministry of Social Development)**

This is a request for records in the custody or under the control of the Ministry of Social Development (the "Ministry") pursuant to the *Freedom of Information and Protection of Privacy Act*.

On October 21, 2011 the Ministry issued an information bulletin (2011SD0018-001354), which indicated the following:

- In September, a Deputy Minister Working Group (the "Working Group") was created to examine how individuals with developmental disabilities and their families are supported by government ministries and how Community Living B.C. ("CLBC") assesses and prioritizes needs.
- In October, a dedicated internal audit team (the "Audit Team") began meeting with CLBC to report on a number of areas related to the service demand, performance management and cost analysis for CLBC.
- During the week of October 17, the Minister of Social Development requested an interim update from the Board of CLBC (the "Interim Update") for their vision for the organization and how they expect to achieve this vision. The due date for the Interim Update was November 1, 2011.

Please send me the following records:

- Records indicating the terms of reference for and members of the Working Group.
- Any Working Group meeting notes or minutes.

Mailing address: BC-CLAG c/o Hospital Employees' Union 5000 North Fraser Way Burnaby, BC V5J 5M3

- Any reports, briefing notes, memoranda, or other materials prepared by or for the Working Group.
- Records indicating the terms of reference for and members of the Audit Team.
- Any Audit Team meeting notes or minutes.
- Any reports, briefing notes, memoranda, or other materials prepared by or for the Audit Team.
- A list of documents reviewed by the Audit Team.
- Records indicating the individuals and/or types of individuals (e.g. CLBC staff, CLBC clients, family members of clients) interviewed by the Working Group and/or the Audit Team.
- The Interim Update.

As soon as any significant part of this request is completed, please send that part of the information and records to me. Please continue to send me any additional significant parts of this request as they are completed, until the entire request has been satisfied.

Please inform me if any of the requested records are available through routine release, or may be viewed in a local reading room.

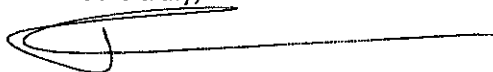
If any of the requested records are in a readable electronic format, please send them by disc or email, rather than in paper format.

I do not foresee the need for any unreasonable fees, deletions or delays in your response to this request. Please contact me by phone or email if you wish to negotiate the scope or content of this request.

I can be reached by phone at (604) 456-7082 and by email at jchapnick@heu.org.

I look forward to receiving your response within 30 days.

Yours truly,



Jonathan Chapnick
Legal Counsel, Hospital Employees' Union
On behalf of the BC Community Living Action Group