

West of Scotland Regional Equality Council Ltd
46th Meeting of the Board of Directors
Monday 3rd of February 2013 at 6.00pm
WSREC, 39 Napiershall Street, Glasgow, G20 6EZ

Minutes

Present

Board of Directors

1. Hanzala Malik (HM) **Chair**
2. Dr Malcolm Green (MG)
3. Harriette Campbell (HC)
4. Sharon Schlesinger (SS)
5. Vince Chudy (VC)
6. Rashid Hussain (RH)
7. O S Jandu (OJ)
8. Tunweer Malik (TM)
9. Haji M Munir (HMM)
10. Syed Jafri (SJ)
11. Anne McTaggart MSP (AM)
12. A. Saeed Bhutta (AS)

Observers

- Susan Hiro (Police Scotland)
John Service (JS)

In attendance

- Mohammed Razaq (MR)
Penelope Cole (PC)
Choi Tin Lee (CL)
Mohit Lakhanpal (ML)

1. Apologies

Board of Directors

1. Neil Johnston

Observers

- Sean Burke (Police Scotland)
Cllr Bob Chadha

2. Welcome

The Chair welcomed everyone to the meeting including Penelope Cole who is working on the "Fitter for Purpose" project as a Consultant.

3. Minutes of the previous meeting

Minutes of the 45th meeting on 9th December 2013 were approved as a true and accurate record.

4. Presentation

WSREC's Fitter for Purpose project – Marketing Services Plan by Penelope Cole
This was well received with a number of questions being asked and ably answered by Penelope.

The Board approved the 'Sustainability through income diversification' report and thanked Penelope for an excellent presentation.

5. Matters Arising

Actions:

- SS requested clarification as to how the CO₂e figure was obtained.
(MR – Climate change fund has a formula to work out CO₂e)

For discussion

6. Reports

Finance (Variance statement 31st December 2013/14)

MR presented the Variance statements till 31st December 2013 prepared by Farrah Rashid the Office Manager which showed the following:

	Period Actual	Period Budget	Period Variance	% Variance	Cumulative Actual	Cumulative Budget	Cumulative Variance	% Variance
Expenditure	38762.28	23430.75	-15331.83	-65.43%	331263.96	268244.64	-63019.32	23.49%
Income	29871.55	11952.00	-17919.55	267.95%	364939.90	519004.50	154064.60	-47.96%

For the month of December 2013 there was an overspend in expenditure of **£15331.53** than budgeted and income **£17919.55** more than budgeted

The variance for the 2013/14 year so far is as follows:

There was an overspend in expenditure of **£63,019.32** than budgeted and income **£154,064.60** less than budgeted

All Staff

Mohammed Razaq – Executive Director

It has been a good start to 2014, WSREC and its projects have also been busy organising and putting on events.

➤ **Projects**

Ongoing

1. Living Equality
2. Branching Out
3. Roots Scotland
4. Embrace project
5. Cook, Grow, Sew (CGS)
6. Roma Youth Project (RYP)
7. Stepping into Diversity (SID)
8. Qurbani (sacrifice) Food Initiative
9. Good Community Relations Project (GCRP)
10. Minority Ethnic Silver Surfers Project (MESS)
11. Challenging Sectarianism Across Generations (CSAG)
12. Campaign to engage Imams and Mosques in the fight against Forced Marriage
13. Money Advice Works (MAW) WSREC staff seconded to Queens Cross Housing Association

Project ended since 1st April 2103

1. Not in Our name (July 2013)
2. Warm N' Dry (May 2013)
3. Helping Hands (September 2013)

New project/s starting or started since April 2013

Money Advice Works (MAW)- in partnership with Queens Cross Housing Association we have secured £15,000 to work with minority communities to provide welfare advice with minority communities speakers of Urdu, Mandarin, Cantonese, Punjabi and Polish living within the QC area of Glasgow.

➤ **Scottish Alliance of Regional Equality Council (SAREC)**

I continue to support WSREC's chair and vice chair at the Board meetings of SAREC. Provided input into the SOPA and for the SAREC annual Report.

➤ **Funding**

The following are 'live' bids

- We will be making a 2nd stage application for new generic employment project to Big Lottery Fund as we have successfully past stage 1.
- Application for new employment project for EM disabled (we are applying again as we were not successful in our attempt with Big Lotteries)
- Discussions ongoing with skills Development Scotland (meeting took place 6th December) in relation to lack of EM's in Modern Apprenticeship schemes.

➤ **PHF- Fitter for purpose support**

WSREC was successful in apply for support to assist with 'Communication Evidence of effectiveness'. The work has begun with Consultant Penny Cole assisting with this work as the Consultant. An action plan has been formulated and work will begin in earnest. The Action plan was presented to WSREC's Board on 9th December 2013 and good feedback was provided by the board the next step is to update the plan with the feedback and was presented at the staff at its 13th January 2014 meeting. A marketing plan has been prepare and this will be presented to WSREC Board on the 3rd of February 2014 for approval.

➤ **Away Day- WSREC Board and Staff Away Day 9th September 2013**

We finally managed an away day with 25 members of staff and 4 Board of Directors being able to attend. We had Gillian Neish of Neish Consultants as facilitator for the workshop of 'Strategic vision for WSREC's Equality characteristics and Services' and facilitated the workshop on 'Ensuring Good Governance and Managing Risk' for Board of Directors in the afternoon, while Ghzala and I facilitated the workshop on 'Internal Communications methods' with staff.

A draft Learning and **Action Points** from the 'Away Day' were made available to the Board of Directors with plan to deal with the suggestions for improvement at its meeting on the 9th Of December 2013. Noting the draft report it was agreed that a full report on ongoing work will be presented at a future meeting.

➤ **Staff**

Secondment of Michael Wilson to Interfaith Scotland

Michael's secondment to Interfaith Scotland as the Project manager interfaith Glasgow started on the 26th August 2013 for 13 months (maternity cover) is going well. The keepings in touch days for Michael are proving very beneficial to both him and staff at WSREC.

I would like to report that WSREC has the following complement of staff as 31st January 2014: Total of **33 (32 paid + 1 Placement)** and **25** Volunteers

Breakdown

5 full time staff, **13** part-time staff, **14** Sessional workers, **1** Placement (Paid), **25** volunteers (4 within WSREC office)

Work placement

We have Jordan Mains from GCIL (18 months) to assist with administration work

➤ **Events**

Since the last report WSREC had or presence at the following events.

1. Scottish Asian Business Awards – Wednesday 11th December 2013
Represented WSREC at this event.

➤ **Events/Meetings attended**

- Wednesday 27th November 13 attended Roshni event at City Chambers, Glw
- Wednesday 27th November 13 attended and presented Qurbani project work at 'Faith and Poverty event at City Chambers, Glw
- Thursday 28th November 13 attended Scottish Parliament CPG on Racial Equality – Edinburgh
- Friday 29th November 13 attended Advisory Group meeting, Glw
- Monday 2nd December 13 attended Romanian National Day in Edinburgh
- Tuesday 3rd December 13 attended BMEVSN, Glw
- Thursday 5th December 13 assisted AREC at SOPA event, Edinburgh
- Wednesday 22nd January 14 attended CAB meeting – Glasgow city centre
- Wednesday 22nd January 14 represented WSREC at PAG research Group at Glasgow Uni.

➤ Partners Reports

● John Service (COPFS)

JS reported the following

- There was a conference about deaths involving the central mosque. In particular regarding religion and burials.
(HM inquired how many other mosques have this information)
- There will be hate crime conference organised by the Lord Advocate. There will be invitations sent out for the conference.
- A change in the vulnerable witness's criteria, where those over 60 are classed as vulnerable witnesses automatically.
- Last year had a public debating speaking competition for schools in Glasgow with the theme of equality; it was a success and is now being rolled out to other local authorities. Looking to develop mini-trials for 2nd and 3rd year pupils where they take on roles as part of a court case.
(HM inquired if it would be possible for members of the WSREC Board to sit in and observe these trials and if Colleges had been looked into as well)
JS have contacted Clydebank College but due to limited resources would not be possible at present time. Will look into the possibility of WSREC Board members attending the trials.
- COPFS continues to work behind the scenes to comply with the Equalities Act 2010.

● Susan Hiro (Police Scotland)

- Sean Burke is on Annual leave.
- 3rd party reporting, working on training package and to have it rolled nationwide.
- Encourage more regularity in reporting.
(HM there have been reports that Police officers are failing to turn up)
This should not happen. Can look back for incidents and look at why.

Actions:

Police Scotland to provide a break down in terms of gender/race that report hate crime.

For decision

6. Correspondence

- There was a letter from Sanctuary Scotland regarding wind-up of Access Apna Ghar HA Ltd
- GCVS – Board training opportunities at the Albany centre distributed,
Action: MR to send email around and if wishing to attended to let MR know.

WSREC's Marketing services plan - adopted

For information

7. SAREC- Malcolm Green as chair of SAREC reported that the organisation was committed to a national conference in May 2014 with the subject matter of Hate Crime and that had had contacted . Keynote Speaker to be Doreen Lawrence who had agreed in principle. HM said there could be possibility of him attempting to provide the SG as a venue for the conference.
8. **WSREC LOGO finalised**
Next stage - logo to be rolled out over the coming weeks.
9. **A.O.C.B.**
 - Susan Hiro – 17th February department moving from Pitt Street to Gartosh.
10. **Date and Times of future meetings**
The meeting agreed for the 21st of April 2014 is being postponed due to the day it being Passover for the Jewish community and a public holiday. HM suggested MR deal with agreeing a new date.