

West of Scotland Regional Equality Council Ltd
50th Meeting of the Board of Directors
 Monday 8th December 2014 at 6.00pm
 WSREC, 39 Napierhall Street, Glasgow, G20 6EZ

MINUTES

PRESENT

Board of Directors

1. Hanzala Malik (HM) Chair
2. Vince Chudy (VC)
3. Syed Jafri (SJ)
4. Malcolm Green (MG)
5. Sharon Schlesinger (SS)
6. Mr Onkar Singh Jandu (OSJ)
7. Dr J Gill (JG)
8. Haji Mohammed Munir (MM)
9. Tunweer Malik (TM)
10. Neil Johnston (NJ)

Observers

1. John Service (COPFS)
2. PC Magda Ross (Police Scotland)
3. Cllr B.S. Chadha (North Lanarkshire Council)

In attendance

Mohammed Razaq (MR)

1. Apologies

Board of Directors

1. Harriette Campbell (HC)
2. Anne McTaggart MSP (AM)
3. Rashid Hussain (RH)
4. Mr S Jafri (SJ)

Observers

2. Welcome

The Chair welcomed everyone to the meeting including PC Magdalen Ross from Police Scotland.

3. Minutes of the previous meeting

Minutes of the meeting on 8th September 2014 were approved as a true and accurate record proposed by MG and seconded by SS.

4. Presentation

A presentation on WSREC's project called 'Challenging Sectarianism Amongst Generations' (CSAG) was made by Tiff Griffin (Project Co-ordinator) and was a quick summary of what the projects are and their outcomes.

The animated presentation was well received with a number of questions being asked and ably answered by Tiff including a question on the teaching materials and their application. The Board thanked Tiff for the best yet presentation.

5. Matters Arising

Actions Points:

- WSREC formally seek representation on the 'Regional Board for Glasgow Colleges'. It was agreed to write to Michael Russell, Minister who appoints individuals to this board.

MR reported that a letter had been written and response had been received dated 23/10/14 from Col Baird on behalf of the Minister who advised that contact be made with Julie Henderson of Glasgow Colleges, Regional Board and make WSREC's Interest known. An e-mail was sent to Julie Henderson on the 4/11/14 and again on the 8/12/14 when no response had been received.

MR to write to new Cabinet Secretary for Education Angela Constance and Lifelong Learning providing background and also the non response from Ms Henderson.

- MR reported that an Staff and Board 'away day' is hopefully being planned for November 2014 with a venue and a few dates to be put forward to the Board members to see what the most preferred date is. JG expressed whether it can be set on the weekend.

MR reported that a survey was taken of Board members and preference was to have the event during a week day and subsequent WSREC Strategy committee it was decided WSREC's Business plan had to be renew for the next 5 years therefore the Away Day should spend time to assist with this and also the meeting be held on 27th February 2015. The Away Day was confirmed for 27th Feb 2015 with Cordia in principle agreeing to provide the venue in-kind.

- It was agreed that the CEO's of SAREC will meet initially and then a meeting to follow which WSREC will host before the end of the year, **MR** to arrange initial meeting.

MR reported that a meeting was convened as requested on 4/11/14 at WSREC offices and outcomes past to Malcolm Green the Chair of SAREC and the Board meeting is now confirmed for Monday 15th December at CSREC offices.

6. Reports

a. Finance (Variance Statement October 2014)

This showed the following for the month of October 2014

Expenditure actual **£47,637** and budgeted **£31,473** with a variance of **-£16,164**. This was mostly due to higher salary expenditure then budgeted due to an increase in staff members and certain projects taking on additional sessional support.

Income actual **£45,826** and budgeted **£66,207** with a variance of **+£20,380**

MR also advised the Board that there was a slight issue with possible larger deficit end of the year on unrestricted funds than the previous year. Staff have been looking at way of dealing with this in view to making an attempt to reduce this by staff hours and bring in unrestricted income in the last 3 months of the financial year.

The Board noted the variance report and agreed with the approach in relation to dealing with the end of 2015 financial year deficit.

b. All project and Executive Director's Report

At the end of November 2014, WSREC and its projects are preparing to account back to our funders with 3rd qtr reports and financial spends.

➤ **Projects**

Ongoing

1. Living Equality
2. Branching Out
3. Roots Scotland
4. Cook, Grow, Sew (CGS)
5. Roma Youth Project (RYP)
6. Qurbani (sacrifice) Food Initiative
7. Good Community Relations Project (GCRP)
8. Minority Ethnic Silver Surfers Project (MESS)
9. Challenging Sectarianism Across Generations (CSAG)
10. Money Advice Works (MAW) WSREC staff seconded to Queens Cross Housing Association
11. Research 'Making a difference to Disenfranchised Disabled BME's in Glasgow'

The project 'Stepping into Diversity' (SID) was successfully completed end of **October 2014**. An approach will be made to existing funder – Big Lottery 'Heritage Lotteries Fund for further grant with changed outcomes.

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

I continue to support WSREC's chair and vice chair at the Board meetings of SAREC. Supported the Chair of SAREC and held a meeting of all the CEO's and reported back. Also will be attending its next meeting at CSREC offices on the 15th of December 2014.

➤ **Funding**

Full report being presented as a separate Agenda Item at the meeting

➤ **Scottish National Standards for information Advice providers**

Through our work with Money Advice Scotland WSREC has embarked on the above standard at level **Type 1** Information Advice Providers ('Active Information, sign posting and explanation')

There is ongoing work being carried out with a volunteer who is shadowing a MAS staff member providing Money and Debt advice (this is part of the standard).

A self assessment was completed and has been submitted to Martin Barr Professional Development consultant of Money Advice Scotland who is charged with assisting and supporting WSREC with this standard. The next stage is to obtain and fill in the gaps of policies and procedures and staff training, it is hoped that WSREC will be ready for a full assessment by early next year.

➤ **Consultancy Work 21st and 22nd November 2014 London**

On request I provided consultancy work for *Centre on the Dynamics of Ethnicity (CoDE)* by having input into workshop on Migration, Integration and good Neighbourhoods from a voluntary sector prospectus.

➤ **Botswana Youth Delegation**

Hosted a delegation of young people from Botswana and provided WSREC's work

➤ **WSREC Board meetings**

Supported these meetings- Mon 11th Aug 14 and 8th Sept 14

➤ **Staff**

Annual staff Appraisals

Secondment of Michael Wilson to Interfaith Scotland

Michael's secondment to Interfaith officially came to an end 26th October 2014 after 14 Months. However an agreement with Interfaith Scotland for him to continue 1 day a week till end of March 2015 was agreed.

I would like to report that WSREC has the following complement of staff as 30th November 2014: Total of **40** (**40** paid + **0** Placement) and **12** Volunteers

Breakdown

4 full time staff

16 part-time staff

20 Sessional workers

12 volunteers (6 within WSREC office)

Community Jobs Scotland

Pleased to report that Kirsty Dunnett has successfully applied and joined the WSREC team as Clerical assistant from Monday 1st December 2014 for 6 months.

➤ **Events/Meetings attended**

- Wed 6th Aug 14 attended meeting at CRER on mainstreaming equalities.
- Tue 12th Aug 14 represented WSREC at GCC Hate Crime Working Group
- Thurs 14th Aug 14 represented WSREC at Glasgow Voluntary Sector Equality Network
- Thurs 14th Aug 14 represented WSREC at Pakistani flag hoisting ceremony
- Tue 19th Aug 14 mtg with Adeel Day care centre Central Mosque
- Fri 22nd Aug 14 represented WSREC at Common Purpose Glasgow
- Thurs 28th Aug 14 represented WSREC at GCC Hate Crime Working Group
- Fri 29th Aug 14 Mtg with M Barr re: SNH Standards
- Fri 29th Aug 14 represented WSREC at Edinburgh Mela reception. Edinburgh
- Tue 2nd Sept 14 mtg with Penny Cole re: Fitter for Purpose catch up
- Tue 2nd Sept 14 Mtg with M Barr re: SNH Standards
- Wed 3rd Sept 14 Mtg with Deafblind Scotland Kirkintilloch
- Thurs 4th Sept 14 represented WSREC at Pride of Pakistan event at Erskine
- Thurs 4th Sept 14 Mtg with Maureen Sier of Interfaith Scotland (MW secondment)
- Thurs 11th Sept 14 Attended VAF Connectivity Event Glasgow
- Wed 17th Sept 14 represented WSREC at QCHA Stonewall event
- Sat 27th Sept 14 represented WSREC at PDA AGM Pollokshields
- Tue 30th Sept 14 represented WSREC at Awazfm Radio- Qurbani Project (Jawaad)
- Wed 1st Oct 14 represented WSREC at Awazfm Radio- Qurbani Project
- Wed 1st Oct 14 represented WSREC at BHM with speech Glasgow
- Wed 1st Oct 14 represented WSREC at Awazfm Radio- Qurbani Project (Hameeda)
- Thurs 2nd Oct 14 represented WSREC at GCC Hate Crime Working Group
- Fri 3rd Oct 14 represented WSREC at GCC Youth Employment event
- Wed 8th Oct 14 represented WSREC at CPG on Middle East and Asia - Scottish Parliament
- Mon 13th Oct 14 represented WSREC at Glasgow Equality Forum
- Fri 24th Oct 14 attended CEMVO Awards (WSRC nomination for MA Work)
- Fri 1st Nov 14 Mtg with Umar Ansari CEO of YCA
- Thurs 13th Nov 14 represented WSREC at GCC Hate Crime Working Group
- Wed 19th Nov 14 represented WSREC at CPG on Racial Equality- Scottish Parliament
- Wed 26th Nov 14 represented WSREC at CAB AGM City Chambers

The Board noted the report

c. Partners Report

• COPFS

John Service (COPFS) provided figures for hate crime in Scotland 2013/2014.

Mr Service advised that the Lord Advocate had announced that COPFS will be working hard against CYBER Crime (Internet/FB/Twitter) on Hate Crime and pointed out some cases that had already been through the Courts already.

Mr Service advised that COPFS would continue the Public Speaking competition on equality which now had gone national- the heats being held at this moment time. He was keen to involved WSREC Board member to serve on the Judging Panel and that he would be in touch when that was due, Neil Johnston and Sharon Schlesinger noted there interest.

BC asked if the Chokkar Inquiry recommendations had been implemented by COPFS. JS responded and advised that they had and also reported that due to double jeopardy law there was going to be the prosecution at the High Court again of one of the previously charged and acquitted individuals.

• Police Scotland

PC Magdalena Ross tender apologies for Inspector Caroline Harden who was unable to attend and hence her attendance. PC Ross spoke about Scottish Government Bulletin 25/11/14 which had statistics that showed racially aggravated incidents for the whole of Scotland.

2012 2903

2013 2912

After discussion it was clear that figures for the West of Scotland were needed as this would make sense for WSREC as this was the area it served. There was a request from the Board that any future figures supplied by Police Scotland need to broken down for the West of Scotland. The chair also requested that any official figures be passed on WSREC before being released to the media. This would allow WSREC to be prepared for any media enquiries. PC Ross agreed to pass this message to her superiors.

For decision

7. Correspondence the meeting

- Central Citizen Advice Bureau advising that WSREC was represented by Mohammed Razaq on Its Board for 2014/15.
- Letter from Mike Russell Cabinet secretary for Education and Lifelong Learning in relation to places at Regional College Board.
- Letters of congratulations from both Ann McKechin MP and Sandra White MSP in relation to WSREC's success with grant funding from Big Lottery's for a 3 year project to assist EM into employment with £427 grant over 3 years.

8. Policy

Volunteer Policy for discussion and adoption

MR advised that the new policy had been consulted with WSREC staff, affiliated Organisations and partners, all the suggestions and responses received had been incorporated.

The Board agreed for the adoption of the volunteer policy.

9. 'Away Day' Board and Staff

MR reported that a survey was taken of Board members and preference was to have the event during a week day and at the subsequent WSREC Strategy committee it was decided WSREC's Business plan was due to be updated for the next 5 years 2015/20 therefore the 'Away Day' should spend time to assist with this and also the meeting be held in February 2015. The Away Day was confirmed for 27th Feb 2015 with Cordia in principle agreeing to provide the venue in-kind.

For information

10. SAREC (verbal report)

MG advised that MR had very much updated SAREC's position.

11. Staff Equalities Information

MR provided the Board with Staff equalities information as at 17/11/15

Total questionnaires distributed 24 Total returned 24

Gender

Male 10 Female 14 Prefer not to say 0

Age group

(0-19)= 0 (20-19)=3 (30-39)=9 (40-49)=6 (50-59)=2 (60+)=0

Ethnicity

African	2	Caribbean	0
Indian	0	Pakistani	6
Bangladeshi	0	mixed heritage	0
Chinese	2	Middle eastern/turkish	0
Eastern European	4	Scottish	4
English	0	Irish	0
Welsh	0	Jewish	0
Prefer not to say	2		
OTHER (please specify)	4	(Scottish Indian, Central European, Black and Spanish)	

Religion/belief (if any):

Buddhist	0	Christian	7
Hindu	1	Jewish	0

Muslim	7	Sikh	0
No religion/belief	7	prefer not to say	2

Other (please specify) _____

Sexual orientation:

Heterosexual	19	Gay	1
Lesbian	0	Bisexual	0
Prefer not to say	4		

Disability

Yes=	0	No=	24
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This was noted by the board.

12. Grant Funding report 2013/14

MR talked to the report for the period 1st April 2013 to 31st October 2014

Total applications made	47
Total successful applications	25
Total unsuccessful applications	22
Success rate	53%

Total amount requested	£1,760,331
Total amount granted	£1,031,101
Percentage	59%

The Board noted the huge amount of work that is carried out by staff for the ideas, the success rate and amount of grants being accessed for projects.

13. A.O.C.B.

NONE.

14. Date and Times of future meetings

Monday 27th April 2015

(Due to the lack of business the Board agreed that the meeting for Monday 19th January 2015 cancelled)

All meetings are at 6.00pm meeting room ground floor, WSREC offices