

West of Scotland Regional Equality Council Ltd**77th Meeting of the Board of Directors**Monday 8th June 2020 at 6.00pm

Via ZOOM

MINUTES**PRESENT****Board of Directors**

1. Cllr Hanzala Malik (Chair)
2. Dr Malcolm Green (MG)
3. Vince Chudy (VC)
(part meeting) Due to
WSREC fault
4. Antony Kozlowski (AK)
5. Sheela Mukherjee (SM)
6. Sharon Schlesinger (SS)
7. Harriette Campbell (HC)

Observers

None in attendance

In attendance

Mohammed Razaq (MR)
Ghzala Khan (GK)
Stuart Aiton of Aiton & Co (SA)

WELCOME

The Chair welcomed everyone to the meeting and explained the circumstance of meeting via ZOOM also welcomed Stuart Aiton of Aiton & Co WSREC accountants.

1. APOLOGIES**Board of Directors**

1. Syed Jafri (SJ)
2. Haroun Malik (HM)
3. Cllr Rashid Hussain (RH)
4. Cllr Anne McTaggart (AM)
5. Onkar Singh Jandu (OSJ)
6. Dr. Javed Gill (JG)

Observers

None

2. Presentation WSREC's Staying Connected Project by Ghzala Khan, Deputy Director

This was well received with a number of questions on the project as well as question on how WSREC staff was coping with working from home also a question on whether any members of staff were furloughed. This were ably answered and the Board thanked GK for her presentation.

3. MINUTES OF THE PREVIOUS MEETINGS

Minutes of 76th meeting 10th February 2020 were approved as a true and accurate record proposed by the Chair and seconded by MG

4. MATTERS ARISING

Action: It was agreed that MR will obtain information from the NHS on the Coronavirus and circulate this amongst WSREC's contacts and posters within Napierhall Street building. MR reported that this was duly carried out.

5. CONFLICTS OF INTEREST

There were none

6. FOR DISCUSSION**Reports****a) Projected budget (1st April 2020 to 31st June 2021)**

The budget showed and income of **£502,307** with expenditure of **£511,533** and a deficit of **£9,326** after some clarifications the Board approved the Projected budget for 2020-2021

b) Finance – Variance statement for month of October 2019

Expenditure: actual **£34,620** and budgeted **£39,197** with a variance of **£4,576** under spend

Income: actual **£88,548** and budgeted £48531 with a variance of **-£40,017** under budget

The Board was content with explanation of under/over budget expenditure/income and noted the report.

c) Executive Director

The Chair asked for any questions on the Executive Directors report. There were none however, MR pointed out that he found it important to provide the Board within his report with WSREC's timeline/actions in relation to Covid-19 pandemic how the organisation has adapted to new ways of working and delivering important services.

The Board noted the report and comments made by MR

d) Partner Reports

No partners were in attendance.

FOR DECISION

7. CORRESPONDENCE

There was none- however the Chair briefed the board in relation discussions at the last meeting in relation to Covid 19 and the issue of an individual of Chinese origin contacting him along with anecdotal information that Chinese individuals were being targeted for hate crime.

The Chair reported that Police Scotland were contacted, and he advised that that Scotland did not note any changes. He also wrote to the Chinese Consulate in Edinburgh with this information and offering WSREC support for any victims of such hate crime. The Chinese consulate responded with a letter thanking him for his concerns.

8. WSREC Business plan 2020-2025 for Approval

The Chair asked for questions on the Business Plan

The Board approved WSREC's Business Plan 2020-25

9. Finalised Annual Accounts for Approval

Stuart Aiton of Aiton & Co as auditor for WSREC spoke to the main aspects of the accounts. He said that he did not require to carry out a full audit this year as the income was below the threshold.

SA advised that the income for the year was **£475,452** and expenditure **£496,655**, net difference before transfers of **-£21,023**. SA also advised a reduced pension gap of **£13,000** as opposed to **£54,529** in the last financial year with cash position being improved. The auditor reported no qualifications for WSREC annual accounts although the Covid 19 challenges were evident but not a cause for concern, he did not foresee a problem for WSREC as they have been successful in obtaining funding or cutting costs to meet its financial obligations.

The Board approved the Annual Accounts 2019-20

FOR INFORMATION

10. UPDATE: 'Office Move'

MR reported that all is going as best as it can. Only thing to report is that after the meeting with City Properties there was a request for WSREC to obtain a letter from HMRC to confirm its recognition of WSREC's charitable status. The Office Manager had written to HMRC for such confirmation and has recently followed this up with a reminder letter and await a response.

We know that during the pandemic responses will be slower than even the usual timescale for HMRC.

The Board noted the report.

11. Covid-19 WSREC operations

MR pointed the Board to his report and advised that he was pleased to say that like all 3rd Sector organisation WSREC services are delivered in the main face to face, however WSREC staff have adapted according as best as they can. The whole concept of working from home had to be taken Board and equipment required to accessed and then distributed within staff along with getting used to new software and programs and remote working.

Early discussions were undertaken with our funders who were all very supportive and positive in allowing for some changes to outcomes and activities and methods of delivery. MR praised project leads in finding innovative way and means to keep delivering services. We are delivering services via , email, mobile telephones, social media such WhatsApp, Zoom, YouTube, tutorials and training via video, Zoom etc. To reach new clients we have used some of our marketing resources and paid social media companies to broaden our reach within certain categories of users/stakeholders who would benefit from our service.

Our main telephone line is still operational and calls picked up and clients referred to relevant members of staff.

12. REPORT SAREC

MG (Chair of SAREC) reported that the AGM and Board meeting were held 5th January 2020 in Edinburgh. There are no specific projects at the moment, but the CEO's are meeting and sharing information and working to assist each other, as they should be. MR advised that he had completed a draft application to Awards for All with Ghzala Deputy Director to make some changes which she did and pass on to Dave at GEC to share and obtain any changes required once these have been agreed the application can be submitted.

MG commented that it was made clear to CEO's present that we need to make sure and attend any meetings that have been confirmed for SAREC to show professionalism etc. after the attendance issues with Victim Support. We also are keeping our lines of communication with the Scottish Government on various issues.

The Board noted the report.

13. AOCB

-HC spoke about the whole issue of the Black Lives Matter movement and the outpouring of grief at the George Floyd death of at the hands of Police in America via social media and protest ongoing in USA and here in the UK. She advised that community was getting worried a lot of young black are afraid and no longer want to be black. With the lockdown and the stress of Covid19 parents need help as they cannot manage these stresses, mental health is a big issue. She also said that the similar death of Shaku Beyo in Kirkaldy and nothing has been done about it.

There were some discussion about taking careful consideration in drawing parallels with death in police custody of George Floyd in the USA and Sheku Beyo in Edinburgh. It was pointed out that the Scottish Government had recently agreed to and inquiry into Shaku Beyo's death. There was also suggestion by SM that there is a need for mental health support and that she willing to support any work in that area.

Action Point: WSREC to collate information on mental health support provision available and to forward to all Board members.

-MR asked Board members for suggestions in view to improving our meetings via Zoom etc. the Chair pointed out that whole idea of meetings now via ZOOM and other online methods he requested that all WSREC Board members to be contacted individually and offered training on ZOOM

Action Point: MR to make sure that all WSREC Board members are contacted by IT individually and offered training on ZOOM

14. DATE AND TIMES OF FUTURE MEETINGS

Future meetings WSREC AGM at 5.00pm 24th June 2020 via email