

MINUTE OF EQUALITY FORUM MEETING
20 September 2010
Moray College Boardroom

Present: Bridget Mustard, Moray Council – Corporate Policy Unit Manager
 John Ferguson, Moray Council – Community Development and Planning Manager
 Don Toonen, Moray Council – Equal Opportunities Officer
 Amanda Walker, Moray Council – Project Officer
 Tim Haynes, Moray Council - Solicitor
 Lansana Bangura, Moray Islamic Group
 Irena Paterson, Patient Participation Forum and Moray Disability Forum
 John McConachie, Moray Sensory Services
 Cathy Coverly, Enable
 Mary Scott, Enable
 Robert McGillivray, Enable
 Judith Franklin, Moray Women’s Aid
 Monica Lee-MacPherson, SHIMCA and CEMVO
 Lucyna Elliot, Polish Philanthropic Society
 Joy Crowley, Patient Participation Forum
 Sarah Campbell, GREC
 Sean Stoke, GREC

Apologies: Tracy Grant, SAMH
 Andi Watson, Terrence Higgins Trust
 Ann Marriot, LGBT Youth Scotland
 Jim Maguire, ESOL
 Sarah El-Saragy, Muslim Women’s Resource Centre (AMINA)
 Debbie Taylor, Jewish Community of Grampian
 Fiona Hird, FABB
 Carole McFadden, Who Cares? Scotland
 Suzy Gently, Help the Aged and Age Concern
 Russell Stewart, LEAD
 Eileen Rutherford, RNID
 Donna Petrie, Capability Scotland
 Iain Stephen, Moray Access Panel
 David Dick, Moray Access Panel

Welcome	Action
John welcomed everyone and thanked them for attending.	
Previous minutes	
The minutes from the meeting on 22 June were agreed. They were proposed by Irene Paterson and seconded by Judith Franklin.	
Remit	
The group agreed that the remit of the Moray Equalities Forum was still accurate and relevant. It was further agreed that the main focus should be on the Forum being involved in the early stages of policy development to enable it to have a constructive input.	

<p>Sarah Campbell discussed the forthcoming research that GREC will be carrying out, and how the Forum will be involved. GREC will work with the Forum to help it to grow into an independent, self-sustaining body. This will require clear lines of communication between the Forum and other bodies such as the Community Planning Partnership in terms of where and how the Forum both receives information and provides feedback.</p>	
<p>Representatives</p>	
<p>It was agreed that, in order to be a constructive body, representative of the views of all equalities strands in Moray, the Forum needs to consider the make-up of representation on the Forum to identify if/where there are gaps in equality group representation. This issue will also be addressed in the research to be carried out by GREC.</p>	<p>All to be involved in this research.</p>
<p>Chair</p>	
<p>John Ferguson highlighted the importance of the group being chaired by one of the Forum's members. This would be the first step towards the Forum becoming an independent body.</p> <p>Some concerns were expressed as to the amount of time such a task would take in terms of producing reports and minutes. However, the group was reassured that Council officers would be available for the majority of this work.</p> <p>It was highlighted that, in time, an independent Forum, with its own working constitution, would be in a position to apply for funding which would subsequently facilitate the employment of a part time admin person.</p> <p>In terms of the previous discussion on the remit of the Forum, it was noted that the Chairperson of the Forum would be able to fulfil the role of representative at the Community Planning Board.</p> <p>Lansana Bangura nominated John McConachie as chair, and Irena Paterson seconded the nomination.</p> <p>At this point John McConachie took over the role of chairing the meeting.</p>	
<p>Consultation – Taxi Licensing Equality Impact Assessment (EIA)</p>	
<p>Tim Haynes, Solicitor with The Moray Council, gave an explanation of the Council's Taxi Licensing policy before inviting the Forum to make comment/ask questions on any issues relating to the EIA.</p> <p>A discussion arose around the use of taxis by vulnerable individuals, and how the police checks worked to ensure the safety of all taxi users. Tim provided information on the police checks, the relationship between the Police and Licensing Committee, and the complaints system.</p> <p>The Forum was in agreement that the EIA required no further comment.</p>	
<p>Consultation – Happy to Translate Logo</p>	
<p>Bridget Mustard provided some background information as to how the Council had originally become involved in using the Happy to Translate logo. As there had been no additional uptake of interpretation and translation services as a result of using the logo it had been decided to phase out its use.</p>	<p>Forum members can forward ideas as to the best way of advertising</p>

<p>The Council are now considering the best way of making sure that the interpretation and translation services provided by the Council are advertised to as many people as possible.</p> <p>One option is to print a statement offering the services, in English and the most commonly asked for languages, onto envelopes for letters that are mass distributed e.g. Council Tax bills.</p> <p>The group were asked whether they thought that the groups they represented could identify what the Happy to Translate logo represented. The main issue here was that individuals may think that in removing the logo that the Council were removing the service and that, as long as another means was used to advertise the services, there was no issue in removing the logo.</p> <p>Any ideas as to the best method of advertising the service can be forwarded to Don Toonen either before or at the next meeting.</p>	<p>the Council's interpretation and translation services to Don Toonen before or at the next meeting.</p>
<p>Consultation – Physical and Sensory Disability Strategy</p>	
<p>Don Toonen has asked for a shortened, easy read version of this strategy to be made available to enable the Forum to make comment. Don will forward the easy-read version when available.</p>	<p>Don Toonen will forward the easy-read version when available.</p>
<p>Consultation – Telehealthcare Strategy EIA</p>	
<p>The group had been provided with the EIA for the Telehealthcare Strategy and were asked to comment on the new layout. It was agreed that the new layout gave the opportunity for including additional information on the nature of the policy being assessed, in addition to being easier to follow through the process of assessment.</p> <p>The group also agreed that face-to-face discussion with the relevant Council officer was also beneficial.</p>	<p>Don Toonen to invite Lorna Bernard to next meeting of the Forum to discuss the EIA.</p>
<p>Single Equality Scheme</p>	
<p>The group were invited to make comment on the easy-read version of the Single Equality Scheme.</p> <p>It was noted that the layout of the action plan was simple and easy to follow. While the group agreed that it was beneficial that each action have a timescale and responsible officer, it was suggested that an additional column be inserted with the means by which the action would be achieved could be inserted.</p> <p>Sarah Campbell also identified that the action relating to the impact assessment of sport and leisure facilities currently specified that this be done in relation to disability groups. It was noted that other groups should also be included in the impact assessment.</p>	<p>Don Toonen to revise the action plan to include points raised.</p>
<p>GREC Research</p>	
<p>Sarah Campbell and Bridget Mustard provided information on the forthcoming research that will be carried out by GREC. This research will have two main elements:</p> <p>1) An investigation into how well the various equalities strands are</p>	

<p>represented across services in Moray in terms of, for example, access and the appropriateness of available services. The aim is to identify any gaps in service provision in addressing the diverse needs of the local population. It is also hoped to identify why some people currently do not access Council services. The results of this research will help to inform policy development.</p> <p>2) To support the development of the Moray Equalities Forum to become an independent body. In addition, to ensure that the make up of the Forum membership is as representative as possible.</p> <p>Forum members were invited to stay behind at the end of the formal meeting to further discuss these issues with Sarah Campbell.</p>	
<p>A.O.C.B.</p>	
<p>Bridget Mustard provided information on the forthcoming consultations on the setting of the Council budget for 2011/12.</p> <p>The Forum was involved in the budget consultation last year. This year, it is planned to provide the information in an easier to understand format. Budget headings will be grouped together by those equality strands most likely to be affected by any cuts.</p> <p>In addition to being able to provide comment on paper copies of budget-related information, Forum members will also be invited to public meetings which will be held in November.</p>	
<p>Date of Next Meeting</p>	
<p>13th December 2010 1pm – 3pm Moray College Boardroom</p>	