

# EQUAL OPPORTUNITIES FORUM

Minutes of meeting held in Committee Room 5, Council Offices, Almada Street, Hamilton on 14 September 2010

**Chair:**

Councillor Hugh Dunsmuir

**Councillors Present:**

Eileen Baxendale, Lesley McDonald, Denis McKenna, James Malloy, John Murray, Jim Wardhaugh, Sheena Wardhaugh

**Councillor's Apology:**

Jim Handibode

**Attending:**

**Corporate Resources**

R McIlwain, Executive Director; G Bhatti, Employee Development and Diversity Manager; S Cameron, Diversity Adviser (Equalities); C Lyon, Administration Officer; G McHugh, Supported Employment Team Leader; K McVeigh, Head of Personnel Services

**Finance and Information Technology Resources**

I Halferty, Support Services Manager; A Proctor, Project Manager

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## 1 Declaration of Interests

No interests were declared.

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## 2 Minutes of Previous Meeting

The minutes of the meeting of the Equal Opportunities Forum held on 29 June 2010 were submitted for approval as a correct record.

**The Forum decided:** that the minutes be approved as a correct record.

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## 3 Efficiency Savings Equality Impact Assessment Guidance

A report dated 30 August 2010 by the Executive Director (Corporate Resources) was submitted on guidance received from the Equality and Human Rights Commission (EHRC) regarding the public sector duties and financial decisions.

The Equality and Human Rights Commission had published fresh guidance relating to equality impact assessing financial decisions. The guidance was intended to remind decision-makers of their duty to have due regard when making financial decisions which might alter the way in which services were delivered. A summary of the guidance was provided in the report.

The Council was continuing to meet its requirements by undertaking equality impact assessments in relation to all individual efficiency and savings proposals that were directly relevant to equality duties. An assessment of the cumulative effects of savings proposals would also be undertaken.

**The Forum decided:** that the report be noted.

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#### **4 Annual Report on Mainstreaming Equalities and Diversity - Corporate Resources**

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A report dated 2 September 2010 by the Executive Director (Corporate Resources) was submitted on the work being undertaken by Corporate Resources to meet the commitments in the Council's Single Equality Scheme and Equality and Diversity Strategy.

The Employee Development and Diversity Manager highlighted the following areas covered within the report:-

- ◆ Resource and Service Planning
- ◆ mainstreaming equalities
- ◆ partnerships
- ◆ performance measurement
- ◆ employment
- ◆ employee development and vocational training programmes
- ◆ communication and support
- ◆ future action

The Supported Employment Team Leader gave a presentation on the Vocational Development Additional Support for Learning Strategy.

**The Forum decided:** that the report be noted.

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#### **5 Annual Report on Mainstreaming Equalities and Diversity - Finance and Information Technology Resources**

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A report dated 27 August 2010 by the Executive Director (Finance and Information Technology Resources) was submitted on the work being undertaken by Finance and Information Technology Resources to meet the commitments in the Council's Single Equality Scheme and Equality and Diversity Strategy.

The Support Services Manager and Project Manager highlighted the following areas covered within the report:-

- ◆ equalities impact assessments
- ◆ employment
- ◆ service delivery
- ◆ performance management and reporting
- ◆ access to information
- ◆ highlights and areas for improvement

**The Forum decided:** that the report be noted.

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#### **6 Urgent Business**

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There were no items of urgent business.