

Minutes
Equality and Diversity Corporate Advisory Forum
Friday 28 February 2014, meeting room 200, Council HQ

Present: Don Toonen, Councillor Cree, Councillor McGillivray, Jim Grant, Nichola Smith

Apologies: Amanda Gregory, Sean Hoath, Robin Paterson, Grant Cruickshank, Pat McLennan

1. Welcome and Introductions

2. Minutes of 24 January 2014

The minutes were approved.

3. Matters arising

There was some concern expressed about the attendance over the last few months. It was recommended that members try to arrange a substitute if they can't attend meetings. **All.**

Don will circulate a draft email to be sent on behalf of the Convener to all heads of services asking that all staff with access to ICT complete the online equality training.

Don. All give feedback on the email.

4. Equality outcomes

Access to streets: Nichola Smith suggested that there may be funding available from the Access Panel for businesses who want to improve access to their premises.

Don to follow up with Nichola.

Jim Grant will contact MiScotland, the company which has recently presented an App proposal to the Moray Economic Partnership to see if a category for disabled access can be added to the currently proposed platform. **Jim**

5. Elgin High School

Following the full council meeting on 5 February the proposed plans for Elgin High School now have the assembly hall on the ground floor.

6. Equality Impact Assessments Annual Report

The proposed annual report was approved by the forum with the recommendation to publish it on the Moray Council website following approval by Communities Committee.

7. Equality priorities for 2014

In relation to a single reporting portal, Jim Grant suggested that Don gets in touch with Andy Jamieson about the virtual hub that is being developed for Community Safety. **Don**

8. AOCB

- a) **Stonewall Scotland Report: Your Services, Your Say.** Don asked members to note the report's findings relevant to their services. The report provides information which can be useful for future equality impact assessments. **All**
- b) **Scottish Councils' Equality Network's benchmarking report.** Don will send round the questions from SCEN's informal audit to see how the EDCAF scores the Moray Council on its progress on Equal Opportunities. **Don**
- c) **Guidance on accessible committee reports.** It was agreed that Don will draft guidance on making committee reports more accessible. **Don**

9. Date of next meeting: 11 April 2014, at 11:00, Meeting room 200 HQ (above chambers)