



**Clackmannanshire  
Council**

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**Kilncraigs, Alloa, Scotland, FK10 1EB (Tel.01259-450000)**

## **Meeting of Clackmannanshire Council**

**Thursday 9 March 2017 at 10.00 am.**

**Venue: Council Chamber, Kilncraigs,  
Greenside Street, Alloa, FK10 1EB**

Date	Time
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# Clackmannanshire Council

There are 32 Unitary Councils in Scotland. Clackmannanshire Council is the smallest mainland Council. Eighteen Councillors are elected to represent the views of the residents and businesses in Clackmannanshire. The Council has approved Standing Orders that detail the way the Council operates. Decisions are approved at the monthly meetings of the full Council and at Committee Meetings.

The Council is responsible for approving a staffing structure for the proper discharge of its functions, approving new policies or changes in policy, community planning and corporate governance including standards of conduct.

The Council has further responsibility for the approval of budgets for capital and revenue expenditure, it also has power to make, alter or cancel any scheme made under statute and to make, alter or cancel any orders, rules, regulations or bye-laws and to make compulsory purchase orders. The Council also determines the level of Council Tax and approves recommendations relating to strategic economic development.

Members of the public are welcome to attend our Council and Committee meetings to see how decisions are made.

Details of all of our Council and Committee dates and agenda items are published on our website at [www.clacksweb.org.uk](http://www.clacksweb.org.uk)

If you require further information about Council or Committee meetings, please contact Committee Services by e-mail at [customerservice@clacks.gov.uk](mailto:customerservice@clacks.gov.uk) or by telephone on 01259 452106 or 452004.

**1 March 2017**

**A MEETING of the CLACKMANNANSHIRE COUNCIL will be held within the Council Chamber, Kilncraigs, Greenside Street, Alloa, FK10 1EB, on THURSDAY 9 MARCH 2017 at 10.00 am.**

**ELAINE McPHERSON  
Chief Executive**

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2. Declaration of Interests Elected Members are reminded of their obligation to declare any financial or non-financial interest which they may have in any item on this agenda in accordance with the Councillors' Code of Conduct. A Declaration of Interest form should be completed and passed to the Committee Services Officer.	--
3. Confirm Minutes of Meetings – Clackmannanshire Council (Copies herewith)	
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**For further information contact Resources & Governance, Clackmannanshire Council, Kilncraigs, Alloa, FK10 1EB  
(Tel 01259 452106/452004)(email [customerservices@clacks.gov.uk](mailto:customerservices@clacks.gov.uk)) ([www.clacksweb.org.uk](http://www.clacksweb.org.uk))**

## Clackmannanshire Council – Councillors and Wards

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### Councillors

### Wards

Councillor	Tina Murphy	1	Clackmannanshire West	SNP
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Les Sharp	1	Clackmannanshire West	SNP
Councillor	Jim Stalker	1	Clackmannanshire West	LAB
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Archie Drummond	2	Clackmannanshire North	SNP
Councillor	Walter McAdam, MBE	2	Clackmannanshire North	SNP
Councillor	Bobby McGill	2	Clackmannanshire North	LAB
Provost	Derek Stewart	3	Clackmannanshire Central	LAB
Councillor	Graham Watt	3	Clackmannanshire Central	LAB
Councillor	Gary Womersley	3	Clackmannanshire Central	SNP
Councillor	Janet Cadenhead	4	Clackmannanshire South	LAB
Councillor	Kenneth Earle	4	Clackmannanshire South	LAB
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Craig Holden	4	Clackmannanshire South	SNP
Councillor	Alastair Campbell	5	Clackmannanshire East	CONS
Councillor	Irene Hamilton	5	Clackmannanshire East	SNP
Councillor	Kathleen Martin	5	Clackmannanshire East	LAB

### Appointed Members (3)

Rev Sang Y Cha	Church of Scotland
Father Michael Freyne	Roman Catholic Church
Pastor David Fraser	Scottish Baptist Church

Nb. Religious representatives (Appointed Members) only have voting rights on matters relating to the discharge of the authority's function as education authority.



**MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held within the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on THURSDAY 9 FEBRUARY 2017 at 10.00 am.**

**PRESENT**

Provost Derek Stewart (In the Chair) (10.00-11.45 am) (Items 01-06)  
Depute Provost Jim Stalker (In the Chair) (11.50-3.35 pm) (Items 07-10)  
Councillor Donald Balsillie  
Councillor Janet Cadenhead  
Councillor Alastair Campbell  
Councillor Archie Drummond  
Councillor Kenneth Earle  
Councillor Ellen Forson  
Councillor Irene Hamilton  
Councillor Craig Holden  
Councillor Kathleen Martin  
Councillor George Matchett, QPM  
Councillor Bobby McGill  
Councillor Tina Murphy  
Councillor Les Sharp  
Councillor Graham Watt  
Councillor Gary Womersley

**IN ATTENDANCE**

Elaine McPherson, Chief Executive  
Nikki Bridle, Depute Chief Executive  
Garry Dallas, Executive Director  
Ahsan Khan, Head of Housing and Community Safety  
Gordon McNeil, Head of Development and Environment  
Andrew Wyse, Acting Legal Services Manager (Clerk to the Council)  
Margaret Summers, Committee Services Officer

**CC(17)008 APOLOGIES**

Apologies for absence were received from Councillor Walter McAdam, MBE.

**CC(17)009 DECLARATIONS OF INTEREST**

None

**CC(17)010 MINUTES OF MEETING HELD ON 12 JANUARY 2017**

The minutes of the meeting of the Clackmannanshire Council held on 12 January 2017 were submitted for approval.

Moved by Provost Derek Stewart. Seconded by Councillor George Matchett, QPM.

The minutes of the meeting of the Clackmannanshire Council held on 12 January 2017 were agreed as a correct record and signed by the Provost.

**CC(17)011 COMMITTEE MEETINGS CONVENED SINCE THE PREVIOUS COUNCIL MEETING ON 12 JANUARY 2017**

The Council agreed to note the Committee meetings that had taken place since the last ordinary meeting on 12 January 2017.

- (i) Audit and Finance Committee on 19 January 2017
- (ii) Clackmannanshire Licensing Board on 24 January 2017
- (iii) Planning Committee on 26 January 2017
- (iv) Regulatory Committee on 31 January 2017

**CC(17)012 COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL**

A report was submitted by the Chief Executive which sought Council approval of recommendations which had been made by the Audit and Finance Committee on 19 January 2017 and by the Regulatory Committee on 31 January 2017.

**Decision**

The Council agreed:

- (1) From the Audit and Finance Committee of 19 January 2017 in relation to the report entitled, "Consortium Audit Arrangements"
  - To approve the development of consortium Internal Audit arrangements with Falkirk Council.
- (2) From the Regulatory Committee of 31 January 2017 in relation to the report entitled, "Approval of Statutory Post and Role of Civic Licensing Standards Officer"
  - That paragraph 13.1 of the Council's Scheme of Delegation in relation to the statutory appointment of officers be amended to include the entry detailed in paragraph 3.2 of the report to the Regulatory Committee of 31 January 2017.

**Action**

Chief Executive

**CC(17)013 PROMOTING FINANCIAL SUSTAINABILITY – SEVERANCE AND REDEPLOYMENT**

A report was submitted by the Chief Executive which briefed Council on issues of financial sustainability in the context of its immediate and longer term budget strategy and proposed a change in its approach to employee severance to mitigate the pressures faced. The report covered matters which were considered at three all member briefings held over December 2016 and January 2017.

**Motion**

That Council agrees the recommendations set out in the report.

Moved by Councillor Bobby McGill. Seconded by Councillor Jim Stalker.

**Voting**

In terms of Standing Order 14.8, Councillor Les Sharp asked for a roll call vote. The Council agreed that a vote be taken by calling the roll and at this stage there were 17 members present who were eligible to vote. On the roll being called, the members present voted as follows:



**For the Motion** (9 votes)

Provost Derek Stewart  
Councillor Bobby McGill  
Councillor Graham Watt  
Councillor George Matchett, QPM  
Councillor Janet Cadenhead  
Councillor Kathleen Martin  
Councillor Kenneth Earle  
Councillor Jim Stalker  
Councillor Alastair Campbell

**Against the Motion** (8 votes)

Councillor Les Sharp  
Councillor Donald Balsillie  
Councillor Gary Womersley  
Councillor Archie Drummond  
Councillor Ellen Forson  
Councillor Craig Holden  
Councillor Tina Murphy  
Councillor Irene Hamilton

The motion was carried by 9 votes to 8.

**Decision**

Accordingly, on a division of 9 votes to 8, the Council agreed:

- (a) To note the issues of financial sustainability set out in Section 4 of the report.
- (b) That in light of these issues and in order to progress a managed contraction of the organisation's workforce, that compulsory redundancy can be used as a last resort once alternative approaches to severance have been exhausted as set out in Section 5 of the report.
- (c) To change its policies on severance and redeployment as also set out in Section 5 of the report; and
- (d) To note that consequential changes to associated procedures will be made to reflect these policy decisions.

**Action**

Chief Executive

\*\*\*

Provost Derek Stewart withdrew from the meeting at this point in the proceedings (11.45 am). The meeting was adjourned for five minutes.

When the meeting resumed at 11.50 am, Depute Provost Jim Stalker took the Chair for the remainder of the meeting. Sixteen members remained present.

\*\*\*

**CC(17)014      PROMOTING FINANCIAL SUSTAINABILITY – ORGANISATIONAL REDESIGN**

A report was submitted by the Chief Executive which set out for Council the rationale for a whole organisation redesign in the context of ongoing budget pressures, future financial projections and other matters of financial sustainability which were outlined in a separate report to Council titled "Promoting Financial Sustainability – Severance and Redeployment".

## **Motion**

That Council agrees the recommendations set out in the report.

Moved by Councillor Janet Cadenhead. Seconded by Councillor George Matchett, QPM.

## **Amendment**

To delete paragraph 3.9 of the report as this results in a confusion of the respective responsibilities of members and officers.

Moved by Councillor Les Sharp. Seconded by Councillor Archie Drummond.

## **Voting on the Amendment**

In terms of Standing Order 14.8, Councillor Les Sharp asked for a roll call vote. The Council agreed that a vote be taken by calling the roll and at this stage there were 16 members present who were eligible to vote. On the roll being called, the members present voted as follows:

### **For the Amendment (8 votes)**

Councillor Les Sharp  
Councillor Donald Balsillie  
Councillor Archie Drummond  
Councillor Gary Womersley  
Councillor Ellen Forson  
Councillor Craig Holden  
Councillor Tina Murphy  
Councillor Irene Hamilton

### **Against the Amendment (8 votes)**

Depute Provost Jim Stalker  
Councillor Bobby McGill  
Councillor Graham Watt  
Councillor George Matchett, QPM  
Councillor Janet Cadenhead  
Councillor Kathleen Martin  
Councillor Kenneth Earle  
Councillor Alastair Campbell

There were 8 votes for the amendment and 8 votes against the amendment.

The amendment was defeated on the casting vote of the Depute Provost.

\*\*\*

The Depute Provost adjourned the meeting for 30 minutes at this point in the proceedings (1.35 pm).

Councillor Gary Womersley withdrew from the meeting at this point in the proceedings (1.35 pm).

When the meeting resumed at 2.05 pm, fifteen (15) members remained present.

\*\*\*

## **Voting on the Motion**

In terms of Standing Order 14.8, Councillor Les Sharp asked for a roll call vote. The Council agreed that a vote be taken by calling the roll and at this stage there were 15 members

present who were eligible to vote. On the roll being called, the members present voted as follows:

**For the Motion (8 votes)**

Depute Provost Jim Stalker  
Councillor Bobby McGill  
Councillor Graham Watt  
Councillor George Matchett, QPM  
Councillor Janet Cadenhead  
Councillor Kenneth Earle  
Councillor Kathleen Martin  
Councillor Alastair Campbell

**Against the Motion (7 votes)**

Councillor Les Sharp  
Councillor Donald Balsillie  
Councillor Archie Drummond  
Councillor Ellen Forson  
Councillor Craig Holden  
Councillor Tina Murphy  
Councillor Irene Hamilton

The motion was carried by 8 votes to 7.

**Decision**

Accordingly, on a division of 8 votes to 7, the Council agreed:

- (a) To take forward a whole organisation review based on the strategic change framework and within the framework and within the parameters set out at Section 3 of the report.
- (b) To commission external capacity to undertake that review as set out at Section 3 of the report, and;
- (c) To fund the review from the Spend to Save Fund.

**Action**

Chief Executive

**CC(17)015 HOUSING REVENUE ACCOUNT (HRA) FINANCIAL BUSINESS PLAN 2013-18**

A report was submitted by the Head of Housing and Community Safety which asked Council to set the budget and rent levels for the Housing Revenue Account for 2017/18 based on the Housing Revenue Account (HRA) Financial Business Planning Model 2013-2018 and the consultation that has been completed with tenants and their representatives.

**Motion**

That Council agrees the recommendations set out in the report.

Moved by Councillor Kathleen Martin. Seconded by Councillor Kenneth Earle.

\*\*\*

Councillor Janet Cadenhead withdrew at this point in the proceedings (2.45 pm). Fourteen (14) members remained present.

\*\*\*

**Decision/**

## **Decision**

The Council agreed unanimously to approve:

- (1) The revenue budget as set out at Appendix 1 of the report based on the HRA business plan.
- (2) The capital budget as detailed at Appendix 2 of the report.
- (3) A 2% rent increase for 2017/18 to be applied across all HRA stock, including residential properties, lockups and garage sites.
- (4) A 2% increase for 2017/18 too be applied to all HRA related service charges.

## **Action**

Head of Housing and Community Safety

\*\*\*

Councillor Kathleen Martin withdrew at this point in the proceedings (3.00 pm). Thirteen (13) members remained present.

\*\*\*

## **CC(17)016      SESTRAN – CONSULTATION ON A PROPOSAL TO MOVE TO A MODEL 3 REGIONAL TRANSPORT PARTNERSHIP**

A report was submitted by the Head of Development and Environment which set out a response to a consultation by SEStran on moving from a Model 1 Regional Transport Partnership to a Model 2 Regional Transport Partnership.

## **Motion**

That Council agrees the recommendations set out in the report.

Moved by Councillor Kenneth Earle.    Seconded by Councillor George Matchett, QPM.

## **Decision**

The Council agreed unanimously to:

- (i) Respond to the consultation stating that the Council reserves its position on moving to a Model 3 Partnership as the case for a Model 3 Regional Transport Partnership has not been made at this time and to seek a detailed business case to enable the Council to make an informed decision.
- (ii) Note that Council will be updated on the outcome to the consultation after the SEStran Board Meeting in March 2017 and that a further report will be brought to Council to consider a detailed appraisal of model options available to the Council, including moving to a Model 3 Partnership, remaining as a Model 1 partner and joining or creating another Regional Transportation Partnership.

## **Action**

Head of Development and Environment

**CC(17)017 NOTICE OF MOTION IN TERMS OF STANDING ORDER 16.0**

A notice of motion in terms of Standing Order 16.0 was submitted by Councillor Ellen Forson.

**Motion**

That Council welcomes the recent figures from VisitScotland showing that, in 2015, the number of people employed in the tourist industry rose by 11% and that the sector made up 9% of the total jobs in Scotland, making it a key employer for many areas; notes that the figures show that employment in this sector decreased by 8 percent in Clackmannanshire at the same time our neighbours in Stirling saw a 12 percent increase, Falkirk saw an 8 percent increase and Fife saw a 10 percent increase; is concerned that in fact Clackmannanshire is the only local authority in Scotland where the number of people employed in the tourist industry fell; recognises that Clackmannanshire has much to offer visitors from home and abroad and that the City Deal offers an opportunity to maximise our tourism potential; and instructs the Chief Executive to engage, as a matter of urgency, with VisitScotland to address this issue.

Moved by Councillor Ellen Forson. Seconded by Councillor Donald Balsillie.

**Decision**

The Council agreed unanimously to support the motion and to instruct the Chief Executive to engage as a matter of urgency with VisitScotland to address this issue.

**Action**

Chief Executive

**CC(17)018 NOTICE OF MOTION IN TERMS OF STANDING ORDER 16.0**

A notice of motion in terms of Standing Order 16.0 was submitted by Councillor Ellen Forson.

**Motion**

That Council notes recent correspondence from the Clydesdale Bank announcing its intention to close branches in Alloa and Tillicoultry; expresses concern that this will leave Clackmannanshire without a branch of the Bank; understands that customers affected will have to travel into Stirling for their nearest branch; recognises the considerable impact that this will have on local businesses, older people, those with mobility issues and those who are unable to use the internet to access online banking facilities; instructs the Chief Executive to urgently open a dialogue with the Clydesdale Bank to determine whether a solution can be found to retain access to vital banking services for local people.

Moved by Councillor Ellen Forson. Seconded by Councillor Archie Drummond.

**Decision**

The Council agreed unanimously to support the motion and to instruct the Chief Executive to urgently open a dialogue with the Clydesdale Bank to determine whether a solution can be found to retain access to vital banking services for local people.

**Action**

Chief Executive

Ends 3.35 pm



**MINUTES OF SPECIAL MEETING of the CLACKMANNANSHIRE COUNCIL held within  
the Council Chamber, Kilncraigs, Greenside Street, ALLOA, FK10 1EB, on THURSDAY  
23 FEBRUARY 2017 at 10.00 am.**

**PRESENT**

Provost Derek Stewart (In the Chair - 10.00 - 11.05 am)  
Councillor Donald Balsillie  
Councillor Janet Cadenhead  
Councillor Alastair Campbell  
Councillor Archie Drummond  
Councillor Kenneth Earle  
Councillor Ellen Forson  
Councillor Craig Holden  
Councillor Kathleen Martin  
Councillor George Matchett, QPM  
Councillor Walter McAdam, MBE  
Councillor Bobby McGill  
Councillor Tina Murphy  
Councillor Les Sharp  
Councillor Jim Stalker  
Councillor Graham Watt  
Councillor Gary Womersley (In the Chair – 11.05 – 11.20 am)

**IN ATTENDANCE**

Elaine McPherson, Chief Executive  
Nikki Bridle, Depute Chief Executive  
Garry Dallas, Executive Director  
Gordon McNeil, Head of Development and Environment  
Stuart Crickmar, Head of Strategy and Customer Services  
Stephen Coulter, Head of Resources and Governance  
Anne Pearson, Chief Education Officer  
Lindsay Sim, Chief Accountant  
Andrew Wyse, Acting Legal Services Manager (Clerk to the Council)  
Gillian White, Committee Services Officer

**CC(17)019 APOLOGIES**

Apologies for absence were received from Councillor Irene Hamilton

**CC(17)020 DECLARATIONS OF INTEREST**

None.

The Provost advised that the item of urgent business, "Appointment of Council Leader", which had been previously circulated, would be taken as the first item of business, his reason for accepting the item as urgent being that the council should not be without political leadership

#### **CC(17)021 APPOINTMENT OF COUNCIL LEADER**

A report was submitted by the Chief Executive which advised the Council of the resignation of Councillor Robert McGill as Council Leader; and invited Council to appoint a new Leader.

Councillor Bobby McGill, seconded by Councillor George Matchett QPM, moved the recommendations set out in the report and nominated Councillor Graham Watt as Leader of Clackmannanshire Council.

Councillor Donald Balsillie, seconded by Councillor Gary Womersley, nominated Councillor Les Sharp as Leader of Clackmannanshire Council.

There were no other nominations.

#### **Decision**

On a division of 9 votes to 8, the Council agreed to elect Councillor Graham Watt as Leader of Clackmannanshire Council.

#### **CC(17)022 GENERAL SERVICES REVENUE BUDGET 2017/18**

The report, submitted by the Depute Chief Executive, presented the Council's General Services Revenue Budget for 2017/18. The report aimed to set out a Budget which supported the Council's aim of improving medium-term financial planning and financial sustainability. The report also built on the regular Budget Strategy Update reports and briefings presented to Council, and the Resources and Audit and Audit and Finance Committees throughout the year. The Council's financial sustainability had also been the focus of several member and trade union briefings held during the year as well as the specific papers on financial sustainability which were presented to Council on the 9<sup>th</sup> February 2017.

#### **Motion**

That Council agrees the recommendations set out in the report.

Moved by Councillor Graham Watt. Seconded by Councillor George Matchett, QPM.

Councillor Watt indicated he intended to put forward an amendment, which had been circulated previously to elected members.

Councillor Sharp asked for a 30 minute adjournment to consider the contents of Councillor Watt's amendment. The Provost agreed to adjourn the meeting for 30 minutes at this point in the proceedings (10:05 am). When the meeting resumed at 10:33 am, seventeen (17) members were present.

Councillor Watt indicated he wished to move his amendment. At this stage, Councillor Womersley raised a point of order, in that in order to allow Councillor Watt to move his amendment; the Council would have to agree to suspend standing orders. The Clerk upheld the point of order and confirmed that the Council would have to take a vote on whether or not to suspend standing orders. The motion to suspend Standing Orders requires a two thirds majority of those members present and eligible to vote in favour of the motion.

#### **Voting on Suspension of Standing Orders**

For suspension of Standing Orders	8 votes
Against suspension of Standing Orders	8 votes
Abstain from voting	1 abstention



The Clerk, on confirming that Standing Orders had not been suspended, gave advice to the Provost that the amendment was now incompetent as it was dependent on amending two decisions that were taken at the meeting of Clackmannanshire Council held on the 9<sup>th</sup> February 2017.

Councillor Watt asked that, in light of the decision not to suspend Standing Orders, that the meeting is adjourned for 15 minutes. The Provost agreed to adjourn the meeting for 15 minutes at this point in the proceedings (10:36 am). When the meeting resumed at 10:46 am, seventeen (17) members were present.

On returning to the Chamber, the Leader of the Council, Councillor Watt made the statement: "In light of the decision on the amendment, the amendment falls. It then puts the paper back to the situation where to get a balanced budget it includes savings based on compulsory redundancy. In light of that fact, we can't support the paper and therefore, we think the only measure open to us is to resign as an administration."

Following the resignation of the administration, the Provost stepped down from the Chair.

Councillor Womersley asked the Clerk for clarification on the legal process around the requirement to set the Council Tax for 2017/18.

The Clerk advised that by law the Council Tax must be set by 11 March 2017 and the Regulations state that the demand notices must be issued as soon as practicable after the setting of the Council Tax. If the Council Tax could not be set at today's meeting, then the Council would face administrative difficulties with the issuing of bills prior to 1 April 2017.

The Chief Executive advised that as the meeting remains quorate, the first step, as set out in Standing Order 9.2, was for the Councillors present to decide who would Chair the meeting.

Councillor Holden asked for a 15 minute adjournment. The Clerk adjourned the meeting at this point in the proceedings (10:50 am). When the meeting resumed at 11:05 am, fifteen (15) members were present.

### **Motion to Appoint a Chair**

Councillor Les Sharp moved that Councillor Gary Womersley is appointed as Chair of the Meeting. Seconded by Councillor Donald Balsillie.

There was no vote and Councillor Womersley was duly appointed as Chair.

Councillor Matchett QPM withdrew from the Chamber at this point in the proceedings and returned shortly after with Councillor Earle and Councillor Watt. Seventeen (17) members were then present.

Councillor Womersley duly took the Chair and proceeded to seek nominations for the position of Provost.

Councillor McGill raised a point of order, asking if the Chair had the power to appoint a Provost.

The Clerk advised that the Chair has the same powers as the Provost would have had and in exercising these, in line with Standing Order 11.6, the Chair can rule that an item can be taken as an item of urgent business. The Clerk suggested that as the Council was in the middle of discussing the General Services Revenue Budget 2017/18, then the situation was of sufficient urgency that it would necessitate the appointment of a Provost.

The Chair sought nominations for the role of Provost.

### **Motion to Appoint a Provost**

Councillor Les Sharp moved that Councillor Gary Womersley is appointed as Provost of Clackmannanshire Council. Seconded by Councillor Donald Balsillie.

There was no vote and Councillor Womersley was duly appointed as Provost.

The Provost brought the meeting back to debate on the General Services Revenue Budget 2017/18.

### **Motion**

That the Council agree recommendation 2.1.1 as set out in the report, with the remainder of the business on the Agenda deferred to a future meeting of the Council.

Moved by Councillor Les Sharp. Seconded by Councillor Donald Balsillie.

### **Decision**

The Council unanimously agreed a 3% increase in the level of Council Tax for 2017/18, resulting in Band D Council Tax of £1,182. The Council further agreed to defer the remainder of the business on the Agenda to a future meeting of the Council.

### **Action**

Depute Chief Executive

Ends 11:20 am

**CLACKMANNANSHIRE COUNCIL**

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**Report to: Meeting of Clackmannanshire Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Council Political Administration**

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**Report by: Chief Executive**

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**1.0 Purpose**

1.1 The purpose of this report is to ask Council to appoint a new political Administration further to the resignation of the Labour Group at the special meeting held on 23 February, 2017.

**2.0 Recommendations**

2.1 It is recommended that Council makes appointments to the following positions:

- a) Leader of the Council
- b) Depute Leader of the Council
- c) Depute Provost
- d) Chair of Regulatory Committee
- e) Chair of Audit & Finance Committee
- f) Chair of Scrutiny Committee (from the main opposition)
- g) Spokesperson for Education
- h) Spokesperson for Health & Social Work
- i) Spokesperson for Environment & Housing

2.2 Subject to the appointments made above, it is recommended that Council makes any consequential appointments to the Audit & Finance Committee and the Scrutiny Committee.

2.3 It is also recommended that the above-listed posts receive senior responsibility allowances.

### **3.0 Background**

3.1 The Labour Group resigned the political Administration of the Council on 23 February, 2017.

3.2 As such the following positions require to be filled:

- a) Leader of the Council
- b) Depute Leader of the Council
- c) Depute Provost
- d) Chair of Regulatory Committee
- e) Chair of Audit & Finance Committee
- f) Chair of Scrutiny Committee (from the main opposition)
- g) Spokesperson for Education
- h) Spokesperson for Health & Social Work
- i) Spokesperson for Environment & Housing

3.3 A change in Administration will likely also necessitate membership changes on the Council's Committees so that the political balance continues as per below:

#### Audit & Finance Committee

4 Administration  
3 main opposition  
1 from neither the Administration nor main opposition

#### Scrutiny Committee

4 main opposition (one of whom to be chair)  
3 Administration  
1 from neither the Administration nor main opposition

3.4 Council is, therefore, asked to make any consequential changes to membership of those committees which arise from the appointment of a new Administration.

### **4.0 Sustainability Implications - N/A**

**5.0 Resource Implications** – the proposals included in this paper will be funded from within the budget available for such purposes, that budget being £152,043 for special responsibility allowances (excluding the Provost and Leader).

**6.0 Exempt Reports**

6.1 Is this report exempt? No

**7.0 Declarations**

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

**(1) Our Priorities**

The Council is effective, efficient and recognised for excellence

**8.0 Equalities Impact**

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations? N/A

**9.0 Legality**

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**10.0 Appendices**

None

**11.0 Background Papers**

None

**Author(s)**

<b>NAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
Elaine McPherson	Chief Executive	Signed: E McPherson



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**Report to: Meeting of Clackmannanshire Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Representation on Outside Bodies**

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**Report by: Chief Executive**

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### **1.0 Purpose**

- 1.1 The purpose of this report is to ask Council to change its representation on a number of outside bodies in light of the resignation of the Labour Group from the political Administration of the Council.

### **2.0 Recommendations**

It is recommended that Council:

- a) agrees the proposals in relation to representation on outside bodies set out in the main table at the Appendix to this report; and
- b) considers whether it wishes to continue its current representation on the other groups set out in the second table at the end of the Appendix to this report.

### **3.0 Background & Considerations**

- 3.1 Given the resignation of the Labour Group from the political Administration of the Council, some changes to the Council's representation on outside bodies are required.
- 3.2 The table at the Appendix to this report sets out:
- a) those outside bodies to which representatives of a new Administration should be appointed;
  - b) a small number of other outside bodies where representation does not require to be from the political Administration but which the Council may nonetheless wish to review in light of appointing a new Administration.
- 3.3 Council is asked to take appropriate action to amend its representation on the various outside bodies.

**4.0 Sustainability Implications - N/A**

**5.0 Resource Implications** – there are no budget implications as a result of this paper.

**6.0 Exempt Reports**

6.1 Is this report exempt? No

**7.0 Declarations**

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

**(1) Our Priorities**

The Council is effective, efficient and recognised for excellence

**8.0 Equalities Impact**

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations? N/A

**9.0 Legality**

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers.

**10.0 Appendices**

Proposals for Council Representation On Outside Bodies

**11.0 Background Papers**

Report to Council of 23 June 2016, Representation on Outside Bodies

<b>NAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
Elaine McPherson	Chief Executive	Signed: E McPherson



## APPENDIX – PROPOSALS FOR COUNCIL REPRESENTATION ON OUTSIDE BODIES

Name of Outside Body	Number Of Reps Required	Comments / Criteria	Proposals
Association for Public Service Excellence (APSE)	1	Member	Remove Councillor Stalker and appoint replacement from Administration
Central Scotland Joint Valuation Board	3	3 Board Members and 3 Named Substitute Board Members	Remove Councillors Earle, Stalker and Stewart and appoint replacements from Administration  Remove Councillors Martin, Matchett and Watt as subs and replace with Administration members
Children's Hearing Scotland, Clacks Area Support Team	1	Committee Member	Remove Councillor Cadenhead and replace with Administration Member
Clackmannanshire and Stirling Environmental Trust	3	3 Trustees	Remove one Labour member and replace with one Administration Member
Clackmannanshire & Stirling Integrated Joint Board	3	2 Administration and 1 Opposition	Remove one Labour member and appoint replacement from Administration
CoSLA Convention	3	2 Administration + 1 Opposition	Remove one from Labour member and appoint replacement from Administration
Fife & Forth Valley Community Justice Authority	1	1 Member, 1 Substitute Member	Remove Councillor Watt and replace with Administration Member Remove Councillor Cadenhead as sub and replace with Administration member
NHS Forth Valley (NHS Board)	1	Board Member - Council Leader	Nominate Council's representative (either Council Leader or Spokesperson for Health & Social Work)
Order of Malta Dial-a-Journey	1	Director	Remove Councillor Stewart and replace with Administration member
Scotland Excel	1	Committee Member	Remove Councillor McGill and replace with Administration Member
Scottish Schools Equipment Research Centre (SSERC)	1	1 member, 1 substitute member	Remove Councillor Matchett as member and replace with Administration member  Remove Councillor Stalker as sub and replace with Administration member

SESTRAN Regional Transport Partnership	1	1 representative + 1 substitute	Remove Councillor Earle and Stewart as member and substitute and replace with members of the Administration
University of Stirling Conference	1	Committee Member	Remove Councillor Watt and replace with member of Administration
CoSLA Executive Group: Community Well-being	1		Remove Councillor Earle and replace with member of Administration
CoSLA Executive Group: Education, Children and Young People	1		Remove Councillor Stalker and replace with member of Administration
CoSLA Executive Group: Health and Well-being	1		Remove Councillor Watt and replace with member of Administration
CoSLA Executive Group: Development, Economy and Sustainability	1		Remove Councillor McGill and replace with member of Administration
CoSLA Executive Group: Resources and Capacity	1		Remove Councillor Cadenhead and replace with member of Administration
CoSLA Executive Group: Strategic Human Resources Management	1		Remove Councillor Watt and replace with member of Administration

<b>OTHER OUTSIDE BODIES</b>			
Dollar Academy Trust	1	Trustee	Current representative is Councillor Campbell
Dollar Museum	1	Trustee	Current representative is Councillor Hamilton
Edinburgh Airport Consultative Committee	1	Member	Current representative is Councillor Campbell

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**Report to : Clackmannanshire Council**

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**Date of Meeting: 9<sup>th</sup> March 2017**

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**Subject: Charitable Trusts**

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**Report by: Chief Accountant**

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## **1.0 Purpose**

- 1.1. The purpose of this report is to seek approval to add Independent Members to the Board of Trustees to the four remaining Charitable Trusts where currently the Council/Council Members are sole Trustees.

## **2.0 Recommendations**

- 2.1. It is recommended that Council agree to the addition of Independent Trust Members as set out in the Table 1 (paragraph 3.3).
- 2.2. It is recommended that the Council bear the cost of the Trusts External Audit Fee for the year ending 31<sup>st</sup> March 2017.

## **3.0 Considerations**

### Background

The External Audit Final Report for 2013/14 recommended that Independent Trust Members be appointed to the five Sundry Trusts where the Council / Council Members are sole Trustees.

- 3.1. An Independent Trustee has been added to the Alloa Day Home Trust leaving the four remaining Trusts responsible for their respective share of the audit fee. If an independent member is not agreed for any of the remaining Trusts they will continue to pay their share of the audit fee. Due to the low level of funds held by the trusts the payment of the external audit fee is unsustainable and there is a possibility that the Trusts may be required to be wound up in future years.

### **3.2. Current Position**

Members of the community who are willing to become the appointed Independent Members for all four remaining Trusts have been identified and these are detailed in Table 1.

**Table 1: Independent Member Nominees**

<b>Trust Name</b>	<b>Trust OSCR number</b>	<b>Independent Member</b>
Clackmannanshire District Charitable Trust	SCO11479	Reverend Sang Cha
Clackmannanshire Educational Trust	SCO08282	Bill Thomson
Old Folks Annual Outing	SCO02564	Elma Mitchell
Old Folks Welfare Fund	SCO04079	Elma Mitchell

An annual audit will still be required for these Trusts, however by making the recommended changes an alternative audit provider can be engaged which is likely to be a cheaper option than the Council's appointed External Auditor. The current proposed audit fee for 2016/17 is £4,000. It is also proposed that the costs of the audit fee for 2016/17 are met by the Council.

### **3.3. Future Position**

Working with the legal team and within the regulations for the Trust Governing Body (OSCR) a number of actions are required before the appointment of an Independent Member can take place. The actions required for each Trust are set out below.

**Table 2: Actions Required**

<b>Trust Name</b>	<b>Trust OSCR number</b>	<b>Action Required</b>
Clackmannanshire District Charitable Trust	SCO11479	<ol style="list-style-type: none"> <li>1. Constitution amended to allow addition of independent member.</li> <li>2. Amended Constitution submitted to OSCR for approval.</li> <li>3. Addition of independent member once approval provided by OSCR.</li> </ol>
Clackmannanshire Educational Trust	SCO08282	<ol style="list-style-type: none"> <li>1. Constitution amended to allow addition of independent member.</li> <li>2. Amended Constitution submitted to OSCR for approval.</li> <li>3. Addition of independent member once approval provided by OSCR.</li> </ol>
Old Folks Annual Outing	SCO02564	<ol style="list-style-type: none"> <li>1. Constitution written.</li> <li>2. Constitution submitted to OSCR for approval.</li> <li>3. Addition of independent member once approval provided by OSCR.</li> </ol>

Trust Name	Trust OSCR number	Action Required
Old Folks Welfare Fund	SCO04079	1. Constitution amended to allow addition of independent member. 2. Amended Constitution submitted to OSCR for approval. 3. Addition of independent member once approval provided by OSCR

3.5 As we are working with an external body we need to work within their timescales for approval, it is anticipated that this work will be completed during the first half of the financial year 2017/18. This will enable alternative audit arrangements of the Trust Account for the year ending 31st March 2018.

#### 4.0 Sustainability Implications

4.1. *There are no direct sustainability implications arising from this report*

#### 5.0 Resource Implications

5.1. *Financial Details*

5.2. *The full financial implications of the recommendations are set out in the report. This includes a reference to full life cycle costs where appropriate.* Yes ✓

5.3. *Finance have been consulted and have agreed the financial implications as set out in the report.* Yes ✓

5.4. *Staffing*

#### 6.0 Exempt Reports

6.1. *Is this report exempt?* Yes  (please detail the reasons for exemption below) No

#### 7.0 Declarations

*The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.*

(1) **Our Priorities** (Please double click on the check box )

*The area has a positive image and attracts people and businesses*

*Our communities are more cohesive and inclusive*

*People are better skilled, trained and ready for learning and employment*

*Our communities are safer*

*Vulnerable people and families are supported*

- Substance misuse and its effects are reduced
- Health is improving and health inequalities are reducing
- The environment is protected and enhanced for all
- The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

**8.0 Equalities Impact**

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes  No

**9.0 Legality**

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**10.0 Appendices**

10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

none

**11.0 Background Papers**

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes  (please list the documents below) No

**External Audit Final Report to members on 15/16 Audit**

**Author(s)**

<b>NAME</b>	<b>DESIGNATION</b>	<b>TEL NO / EXTENSION</b>
Linda Cameron	Corporate Accountant	2063
Ashley MacGregor	Accountancy Team Leader	2058

**Approved by**

<b>NAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
Stephen Coulter	Head of Resources & Governance	Signed: S Coulter
Nikki Bridle	Depute Chief Executive	Signed: N Bridle

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**Report to Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Clackmannan Regeneration Project**

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**Report by: Executive Director**

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**1.0 Purpose**

1.1 The purpose of this report is to update Council on the progress of the Clackmannan Regeneration Project and to seek authority to pursue particular actions to ensure the Scottish Government's Economic Development Fund award of £2 million is legally committed by 31 March 2017.

**2.0 Recommendations**

2.1 It is recommended that the Council :

- (a) agrees to enter a formal development agreement (based on the Heads of Terms at Appendix 4) with Kingdom Housing Association (KHA) to take forward the redevelopment of the Main Street/North Street site whereby the Council retains ownership of the ground floor shell business units and KHA takes ownership of the upper floor flatted accommodation for mid-market social rent ;
- (b) notes the progress on the Community Enterprise Hub project and that a further report on the project will be brought to Council in due course ;
- (c) notes that a verbal update on the award of contracts for both the Main Street/High Street and Port Street/Lochies Road Streetscape Works will be provided at the Council meeting and
- (d) notes the progress in acquiring the Lochies Road Coach/Vehicle Repairs premises and that demolition and clearance will proceed once the businesses have relocated to new premises being constructed at Dumyat Business Park.

**3.0 Considerations**

3.1 The Clackmannan Regeneration Project consists of three major initiatives that have arisen essentially as a consequence of investment priorities within the Councils Capital Programme, the award of Scottish Government Economic Development Fund monies and the pursuit of new social housing as part of the Council's Strategic Housing Investment Plan.

3.2 In the case of the Capital Programme the Council has approved some £2.2 million towards the wider regeneration project consisting of the following :

a) Clackmannan Primary School	£1.4m	(2017/18)
b) Village & Small Town Initiative	£0.45m	(2017/20)
c) Street Lighting Improvements	£0.225m	(2017/18)
d) Park, Play Areas & Open Spaces	£0.025m	(2017/18)
e) Clackmannan Town Hall/CAP	<u>£0.093m</u>	(2017/18)
	<u>£2.193m</u>	

This total is some £119k greater than the figure reported in December 2016 due to reconciliation of funding available for the Primary School project through the Government's "Scotland's Schools for the Future" programme.

3.3 The previous exempt report to Council on 15 December 2016 indicated how the Scottish Government's Economic Development Fund award of £2 million was to be allocated, as follows :

a) Main Street Redevelopment & Community Enterprise Hub	£0.900m
b) Main Street/High Street Streetscape Works	£0.350m
c) Lochie Road Business Relocations, Site Acquisition, Demolition & Clearance	£0.400m
d) Port Street/Lochie Road Streetscape Works	£0.350m

3.4 Insofar as this funding requires to be legally committed by 31 March 2017 the December report recommended, among other things, the acquisition of 59 Main Street, Clackmannan to complete land assembly for the redevelopment of derelict and vacant/underused property within the Conservation Area at Main Street/North Street.

3.5 The acquisition of 57 Main Street and the Former Printing Works at North Street had been completed and the purchase of 59 Main Street has now been completed. In total the property assembly costs (including fees) amount to some £182,400.

3.6 In order to advance the early redevelopment of the site for a mixed business space/residential scheme it was also agreed in December that the Council would extend its partnership working with Kingdom Housing Association/Kingdom Initiatives Ltd. Since then feasibility work has progressed on a scheme involving the creation of 4 ground floor business shell units and 5 upper floor social housing units. The detailed design of the proposal will, of course, be subject to planning consent and consultation with the local community. However, based on the proposed use and size of the respective floorspace Kingdom's consultants have been able to prepare preliminary costs for enabling works and development of the new-build accommodation in order to enable agreement on how the project can now proceed. This is set out in the following section.



#### **4.0 Proposed Redevelopment at Main Street/North Street :**

- 4.1 Based on the draft development proposal summarised above (Appendix 1) the preliminary costs associated with the project are estimated to be £1.275m. This estimate takes account of the required demolitions, site clearance and substructure works, together with the construction of the proposed social housing and shell business units and associated VAT, design, site investigation and management fee costs.
- 4.2 The indicative grant contribution towards this project of some £900k assumed land assembly costs would be considerably less than the £182k required. Insofar as the Council is able to reclaim the estimated VAT cost (£107k) and Kingdom Housing Association have provisionally agreed a contribution of £350k towards their share of the development then a potential shortfall of around £100k may arise based on the construction estimate and original grant allocation. As such, it is now proposed to increase the share of the overall grant towards this project to £1,000k to reflect the increased land assembly costs. Once the detailed tender prices are known then we will be in a better position to determine whether it is necessary to move £100k of the £400k grant allocation originally indicated for the Lochies Road site acquisition, demolition and clearance project which is covered in Section 7.0.
- 4.3 As agreed at the Council meeting in December 2016, it is proposed that the redevelopment of the site will be progressed in partnership with Kingdom Housing Association, the Council's established housing development partner, using a pre-existing framework arrangement to procure a contractor for the new build project. The required demolition of existing buildings will also be carried out using a pre-existing framework arrangement. The Heads of Terms for the proposed development are set out at Appendix 4.

#### **5.0 Proposed Community Enterprise Hub**

- 5.1 A feasibility study has been procured on behalf of Clackmannan Development Trust (CDT) through a framework contract to explore the development of a Community Enterprise Hub within the current CAP/Library adjoining the Town Hall. The work will consider the suitability of the building and the estimated cost of adaptations. The study also makes provision for consultation with a range of stakeholders and, in this respect, a series of 3 Community Workshops took place in late February/early March. These events were designed to explore options for the potential use of the Hub by community groups, including community café/kitchen, healthy eating services, support for local voluntary groups/small businesses, services for older adults (e.g. befriending and dementia support), tourist/heritage information and associated Council services. The study is expected to be complete by April 2017 and will also include provision for a temporary Project Officer post (employed by CDT) in order to support the community implement the plans.
- 5.2 The cost of the feasibility study is £17k and is being funded through the Government grant. A contribution of £25k towards the temporary CDT Project Officer post will also be met through the grant albeit the estimated budget for the development costs (£93k) does not require to be committed by 31 March 2017 as it forms part of the Council's approved capital contribution. As such,

a further report on this specific project will be brought to Council in due course.

## **6.0 Proposed Streetscape Works at Main Street/High Street and Port Street/Lochies Road**

- 6.1 Following approval of the recommendation to Council on 15 December 2016 to bring forward approved capital allocations in 2018/19 and 2019/20 to enable the Government's grant contribution to be used for the Main Street/High Street streetscape project we placed the project on the Public Contract Scotland website with a tender return date of 3 March 2017. The estimated project cost is £780,000 (£350,000 grant and £430,000 Council) and is aimed to enhance the streetscape of the central area shown in Appendix 2. The project tender returns were considered as a priority earlier this week and a verbal update will be provided at the Council meeting on the outcome of that exercise.
- 6.2 This project has been formulated in partnership with Clackmannan Community Council and Clackmannan Development Trust and aims to address main priorities identified in their Community Action Plan 2015-20, namely local heritage, parking/roads/transport and appearance of the town. The overall design accommodates the community's wish to make Main Street one-way for traffic while delivering high quality natural stone finishes on the footways and public spaces around the Tolbooth, Mercat Cross, Sone of Mannan and Main Street/High Street generally. Works are programmed to start in the second week in June.
- 6.3 The final design of the Port Street/Lochies Road Streetscape Project has also progressed such that we have been able to produce a tender value from our in-house Road Maintenance Framework Contract. The project was developed as a flexible design that could be adapted to suit the budget available after the value of the winning tender for the Main Street/High Street project (Section 6.1) was confirmed earlier this week. The cost of completing the contract through the Framework Contract will be up to £350,000. We have been able to make use of the Road Maintenance Framework Contract for this project as all of the main construction items are included in the Framework. Utilising the in-house Framework Contract removes the need for a lengthy tender period. As the Road Maintenance Framework Contract does not include rates for laying the natural paving slabs and granite setts, making up the majority of the work in Main Street and High Street, we were required to offer that contract to competitive tender through the Public Contract Scotland website. This project has been pursued to enhance the streetscape around the local school and public park while crucially addressing longstanding road safety issues. The design (Appendix 3) promotes responsible parking around the Primary and Nursery Schools while reducing congestion at key points in the school day. This is in no small way supported by the related relocation of the adjoining coach and vehicle repair businesses as part of the broader regeneration plan. Works have been programmed to take place during the school holidays to minimise disruption. Again, a verbal update will be provided at the Council meeting on the outcome of this contract award.
- 6.4 Beyond the established joint working with the community drop-in information sessions for the local community took place on 28 February 2017 in

collaboration with the Community Council and Development Trust. The required traffic orders relating to both projects are underway together with consultation with bus operators affected by the Main Street one way proposal.

## **7.0 Proposed Relocation of Coach and Associated Vehicle Repair Businesses**

- 7.1 Acquisition of the coach and vehicle repair premises has been completed and the purchase cost of £230k will be met from the Government grant. As stated as Section 4.0 above, the estimated allocation of grant for this project has been reduced from £400k to £300k.
- 7.2 Once Hunters Executive Coaches have completed the construction of their new 5,000 sq ft business premises and relocated to Dumyat Business Park work will then progress to demolish and clear their vacated depot and yard. While we are at an early stage of planning the afteruse of the site, the principle of a social housing development has been agreed as part of the recently updated Strategic Housing Investment Plan (SHIP). As such, a further report will be prepared, in association with Housing Services, for further consideration of options by the Council, including the tendered costs of demolition and clearance given the revised estimate of grant towards this element of some £28k.

## **8.0 Proposed Social Housing at Burnside**

- 8.1 In terms of the pursuit of new social housing and beyond the proposed units in Main Street/North Street and the future development site in Lochies Road the Council has been involved in negotiations to secure the development of a larger affordable housing site at Burnside. Together with the Falkirk Pension Fund, Castle Rock Edinvar Housing Association/Places for People and Ambassador Homes it is proposed to unlock the potential of this, otherwise, non-effective site to provide some 75 new homes, 35 of which are now planned to be for social rent.
- 8.2 On 24 February 2017 the Planning Committee approved the erection of the 35 affordable homes. Ambassador Homes will now construct the homes which will be purchased by Places for People, a registered social landlord, who will give the Council nomination rights over the units. Beyond brokering the Pension Fund investment in Clackmannan the Council have also worked closely with Scottish Government officials to secure Housing Grant (approximately £550k) and Infrastructure Grant (approximately £633k) to help render the site viable and thereby contribute to the wider regeneration project in Clackmannan.

## **9.0 Sustainability Implications**

- 9.1 Each of the proposed projects is intended to have a significant positive impact on the environmental and economic sustainability of the community.

## 10.0 Resource Implications

### 10.1 Financial Details :

Insofar as the Government's grant funding requires to be legally committed by 31 March 2017 the following provides a summary of the status of the £2 million award :

#### 10.1.1 Main Street/North Street Redevelopment :

- Land Assembly @	£182,400
- Development Contribution @	£817,600

#### 10.1.2 Community Enterprise Hub :

- Feasibility Study @	£17,000
- Project Officer @	£25,000

#### 10.1.3 Proposed Streetscape Works :

- Main Street/High Street Tender Contribution @	£350,000
- Port Street/Lochies Road Tender Contribution @	£350,000

#### 10.1.4 Proposed Relocation of Lochies Road Businesses :

- Property Acquisition @	£230,000
- Demolition & Site Clearance @	£ 28,000
	<u>£2,000,000</u>

10.2 The above summary confirms that, subject to approval of this report, the Council will have committed the grant funding by the required deadline.

10.3 Finance Services have been consulted and have agreed the financial implications as set out in the report.

### 10.4 Staffing :

There are no direct staffing implications.

## 11.0 Exempt Reports

11.1 Is this report exempt? Yes  (please detail the reasons for exemption below) No

## 12.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

### (1) Our Priorities

The area has a positive image and attracts people and businesses   
Our communities are more cohesive and inclusive

- People are better skilled, trained and ready for learning and employment
- Our communities are safer
- Vulnerable people and families are supported
- Substance misuse and its effects are reduced
- Health is improving and health inequalities are reducing
- The environment is protected and enhanced for all
- The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

**13.0 Equalities Impact**

- 13.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?  
 Yes  No

**14.0 Legality**

- 14.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**15.0 Appendices**

- 15.1 Appendix 1 - Indicative Development Layout at Main Street/North Street  
 Appendix 2 - Proposed Streetscape Works at Main Street/High Street  
 Appendix 3 - Proposed Streetscape Works at Port Street/Lochie Road  
 Appendix 4 - Heads of Terms for Development at Main Street/North Street  
 Appendix 5 – Proposed Residential Development at Burnside

**16.0 Background Papers**

- 16.1 Council Report of 15 December 2016 (Exempt)

**Author(s)**

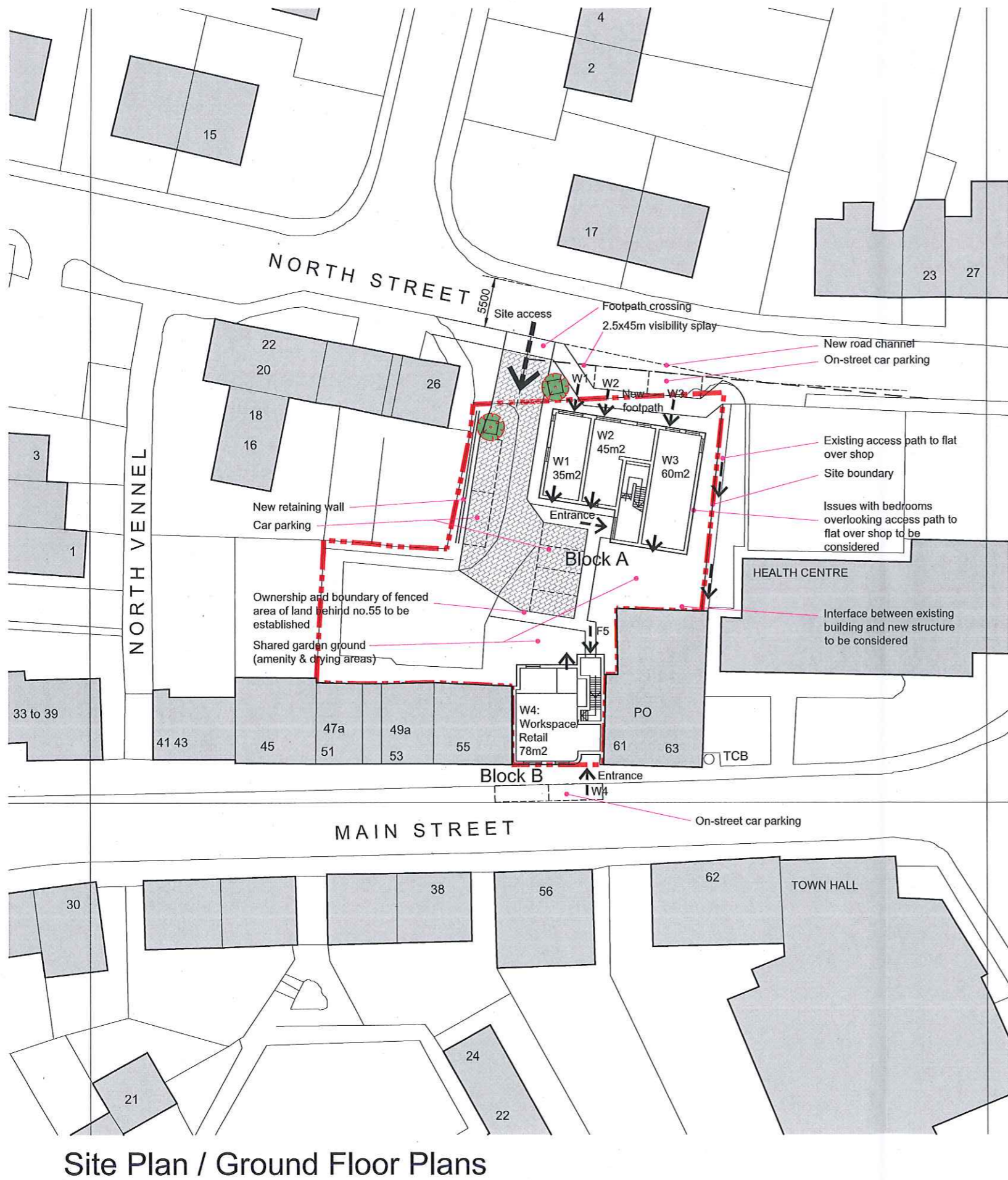
NAME	DESIGNATION	TEL NO / EXTENSION
Garry Dallas	Executive Director	2531

"

**Approved by**

<b>NAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
Garry Dallas	Executive Director	Signed: G Dallas
Elaine McPherson	Chief Executive	Signed: E McPherson

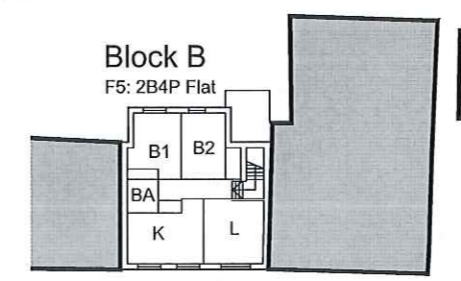
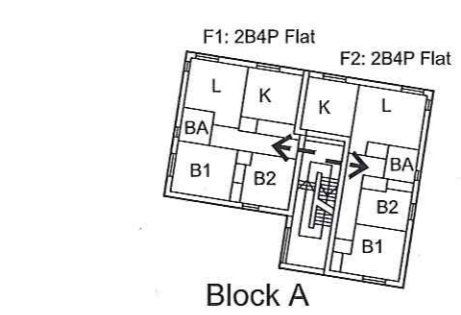




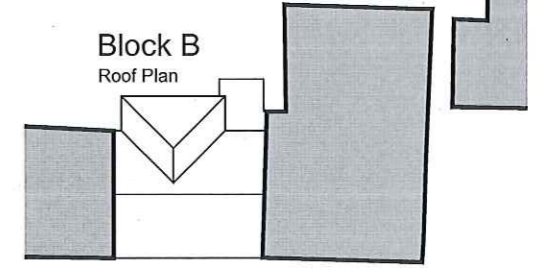
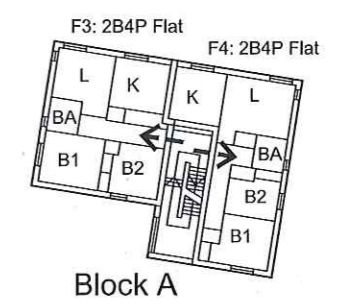
Residential		Workspace/Retail	
<b>Block A</b>		<b>Block A</b>	
2B4P Common Access Flat (Flats F1-F4)	4no.	Workspace/Retail Unit (Units W1-W3)	3no.
<b>Block B</b>		<b>Block B</b>	
2B4P Private Access Flat 1no. (Flat F5)		Workspace/Retail Unit (Unit W4)	1no.
<b>Total</b>	<b>5no.</b>	<b>Total</b>	<b>4no.</b>

10no. car parking spaces indicated (4no. on-street, 6no. off-street)

Parking proposals subject to Local Authority approval

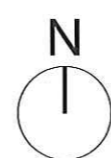


**First Floor Plans**



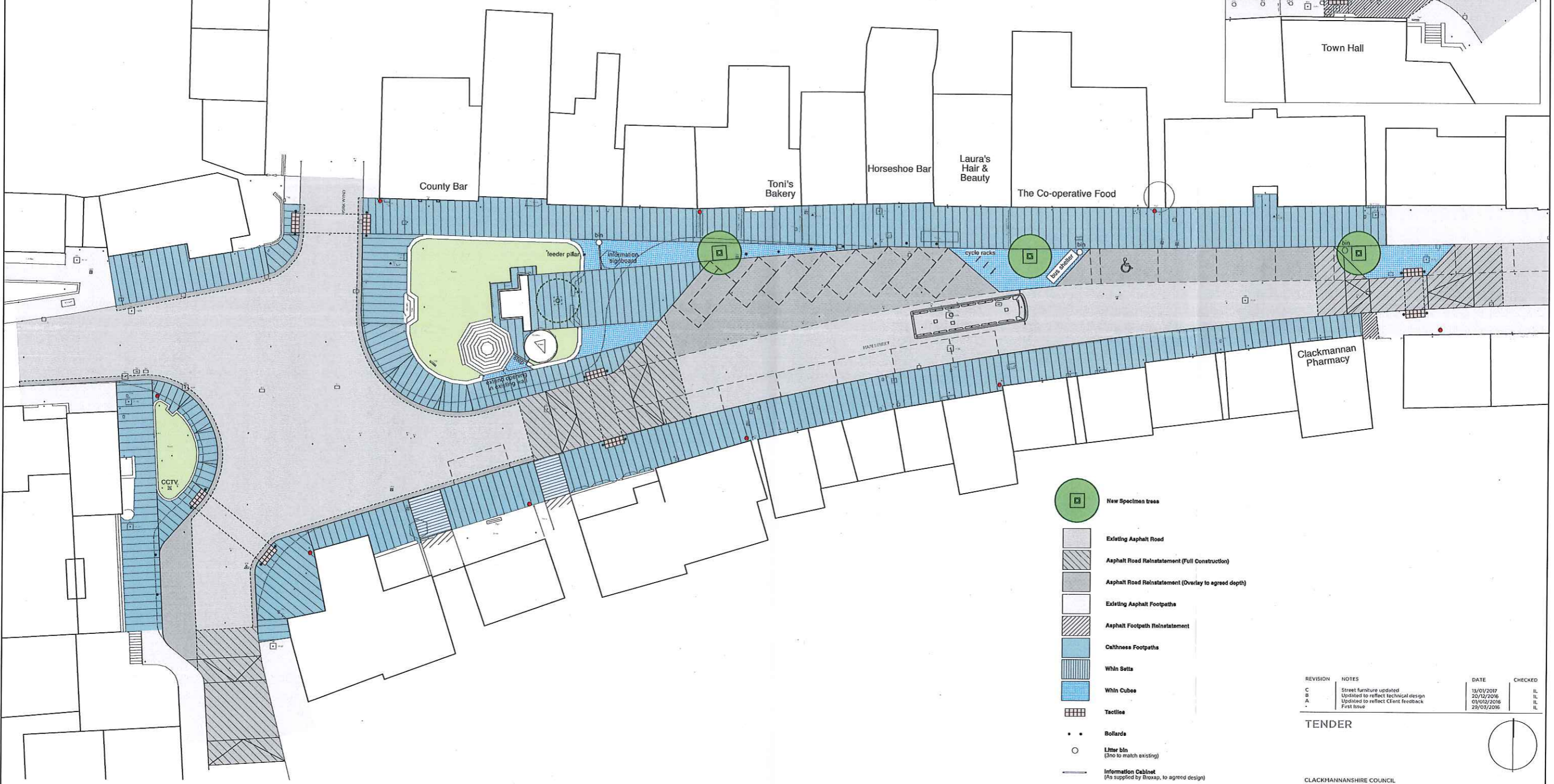
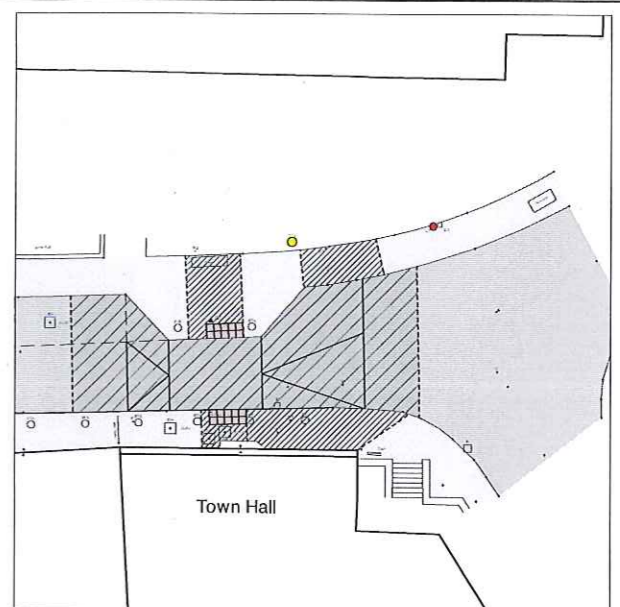
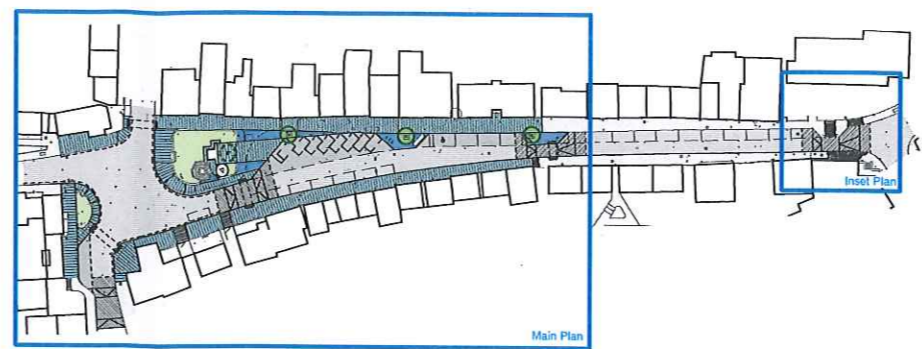
**Second Floor Plans**

**Site Plan / Ground Floor Plans**



REV	DATE	DESCRIPTION	DRN	CHD
<b>Bracewell Stirling</b>				
●		38 WALKER TERRACE, TILlicOUNTRY, FK13 6EF TEL: 01259 750301		●
○		5 NESS BANK, INVERNESS, IV2 4SF TEL: 01463 233760		○
PROPOSED NEW HOUSING NORTH STREET / MAIN STREET, CLACKMANNAN KINGDOM HOUSING ASSOCIATION				
TITLE FEASIBILITY SITE LAYOUT				
SCALE	DATE	12/08/2015	BY	---
1:500	PURPOSE	---	PAPER	A3
DWG NO.-REV		4154-SK003 A		





- New Specimen trees
- Existing Asphalt Road
- Asphalt Road Reinstatement (Full Construction)
- Asphalt Road Reinstatement (Overlay to agreed depth)
- Existing Asphalt Footpaths
- Asphalt Footpath Reinstatement
- Calthness Footpaths
- Whin Setts
- Whin Cubes
- Tactiles
- Bollards
- Litter bin (3no to match existing)
- Information Cabinet (As supplied by Broxap, to agreed design)
- Bus Shelter (Product to be identified and agreed with Clackmannanshire Council)

REVISION	NOTES	DATE	CHECKED
C	Street furniture updated	13/07/2017	IL
B	Updated to reflect technical design	20/12/2016	IL
A	Updated to reflect Client feedback	01/02/2016	IL
-	First Issue	29/03/2016	IL

**TENDER**

CLACKMANNANSHIRE COUNCIL  
 MAIN STREET, CLACKMANNAN

SCALE 1:200 @ A1

LANDSCAPE LAYOUT

DRAWING NO: 2037 / 01

3A Forrest Road  
 Stirling, FK8 3ZH  
 T: 01786 446446  
 F: 01786 446441  
 E: studio@iwastirling.co.uk

**IAN WHITE ASSOCIATES LANDSCAPE ARCHITECTS**





**Legend**

- Footway Area
- Footway Widened Across School Frontage
- Existing Footway Resurfaced
- Existing Carriageway Formed as Widened Footway
- Footway Widened into Vacant Ground
- Carriageway Raised to Footway Level and Surfaced with Coloured Stone
- Parking Bays Across School Frontage (Lochies Road)
- Safe Step Out Areas at Parking Bays and Surfaced with Coloured Stone
- Areas Set Aside for Parking Within Altered Road (Port Street)
- Ramps to Raised Areas Gradient to Suit Public Transport
- Vacant Grassed Area
- Footway to be Upgraded Under Future Redevelopment of Garage Site
- 'Small-Leaved Lime Tree' Tilia Cordata 'Greenspire'
- Existing Trees

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REVISIONS.			
SURT	DATE	BY	CONTENTS

**Clackmannanshire Council**  
www.clacksweb.org.uk

**ROADS & TRANSPORTATION**  
SERVICES TO COMMUNITIES  
Kilncraig  
Greenside Street  
Alloa FK10 1EB  
Tel: 01259 450000 Fax: 01259 727451  
email: roads@clacks.gov.uk

PROJECT	Lochies Road / Port Street Clackmannan Street Alterations
DRAWING	Proposed Streetworks
scale	drawn checked date
DRG NO.	PO1-103 - 004/1





**DRAFT**

**HEADS OF TERMS**

**FOR**

**DEVELOPMENT**

**AT**

**MAIN STREET/NORTH STREET, CLACKMANNAN**

**NOTE: THE HEADS OF TERMS HAVE NOT YET BEEN AGREED BY KINGDOM HOUSING ASSOCIATION OR THEIR SOLICITORS**

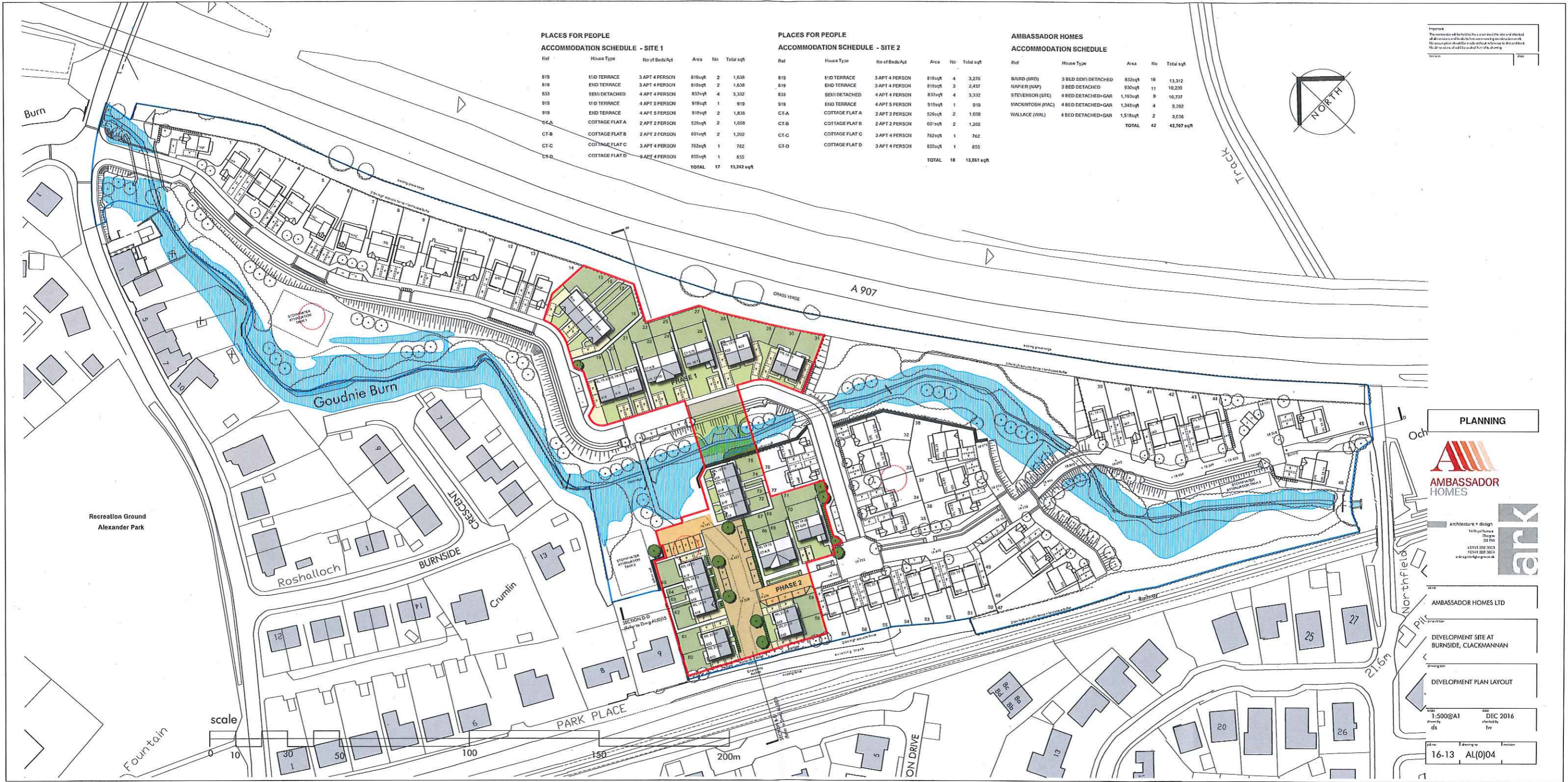
<b>Owner</b>	Clackmannanshire Council a local authority constituted under the local Government etc (Scotland) Act 1994, Kilncraigs, Greenside Street, Alloa, FK10 1EB
<b>Project Manager of Development</b>	Kingdom Housing Association, registered under the Industrial & Provident Societies Act 1965 (registration number 1981R(s), Saltire Centre, Pentland Court, Glenrothes, Fife
<b>Building Contractor</b>	the building contractor or contractors as the Owner may appoint in terms of the Building Contract
<b>Property</b>	The properties at:  (i) 57 Main Street, Clackmannan registered under Title Number CLK13502; (ii) Former Printworks at North Street, Clackmannan registered under Title Number CLK10599; (iii) Part of the subjects at 59 Main Street, Clackmannan registered under Title Number CLK2746
<b>Development</b>	The design and build of 5 mid market rent housing and 4 commercial units at the Property
<b>Project Management Agreement</b>	The Owner and the Project Manager will enter into a Project Management Agreement which will contain the terms and condition of:

	<ul style="list-style-type: none"> <li>(i) Design and Development of the Property;</li> <li>(ii) Construction Contract</li> <li>(iii) Sale of Mid market rent housing to the Project Manager</li> <li>(iv) Timelines for completion of the Development</li> <li>(v) Such other terms and conditions agreed between the Owner and the Project Manager both acting reasonably</li> </ul>
<b>Construction Contract</b>	means the contract to be entered into between the Owner and the Building Contractor through the Project Manager's framework agreement with the Owner [ <i>do we need to slot in the details of this framework agreement</i> ] for the construction of the Development
<b>Target Date for Practical Completion</b>	June 2018
<b>Warranties (Owner/Tenant/Bank)</b>	Building Contractor, Project Manager and professional team collateral warranties will be provided to the Owner either through the Construction Contract and/or the Project Management Agreement and to any funder/bank or tenant of the commercial units
<b>Mid Market Rent Housing Purchase Price</b>	Estimated purchase price is £350,000 subject to confirmation of the open market value of the properties on the date of completion
<b>Owner's Contribution</b>	<p>The Owner will be funding the Development through the Regeneration Funding Grant being obtained by the Owner from the Scottish Government as part of Clackmannan Regeneration;</p> <p>Any shortfall in funding will be provided by the Owner</p>
<b>Owner's Solicitor</b>	<p>Lee Robertson, Solicitor  Legal Services  Clackmannanshire Council  Kilncraigs  Greenside Street</p>

	<p>Alloa  e-mail: <a href="mailto:leerobertson@clacks.gov.uk">leerobertson@clacks.gov.uk</a>  Telephone: 01259 452087</p>
<b>Project Manager's Solicitor</b>	<p>Derek Hogg  Solicitor  Harper Macleod  Solicitors  The C'a'doro  45 Gordon Street  Glasgow  e-mail:  Telephone: 0141 221 8888</p>
<b>Legal Costs</b>	<ul style="list-style-type: none"> <li>(i) Each Party will be bear their own legal costs and expenses.</li> <li>(ii) Land and Building Transaction Tax in relation to the Project Manager's acquisition of the Mid Market Rent Housing will be paid by the Project Manager.</li> <li>(iii) Registration dues associated with the Development Agreement will be paid equally by both parties</li> </ul>







**PLACES FOR PEOPLE**  
**ACCOMMODATION SCHEDULE - SITE 1**

Ref	House Type	No of Beds/Act	Area	No	Total sqft	
819	M/D TERRACE	3 APT 4 PERSON	819sqft	2	1,638	
818	END TERRACE	3 APT 4 PERSON	819sqft	2	1,638	
833	SEMI DETACHED	4 APT 4 PERSON	833sqft	4	3,332	
919	M/D TERRACE	4 APT 5 PERSON	919sqft	1	919	
919	END TERRACE	4 APT 5 PERSON	919sqft	2	1,838	
CT-A	COTTAGE FLAT A	2 APT 2 PERSON	529sqft	2	1,058	
CT-B	COTTAGE FLAT B	2 APT 2 PERSON	601sqft	2	1,202	
CT-C	COTTAGE FLAT C	3 APT 4 PERSON	762sqft	1	762	
CT-D	COTTAGE FLAT D	3 APT 4 PERSON	855sqft	1	855	
<b>TOTAL</b>					<b>17</b>	<b>13,242 sqft</b>

**PLACES FOR PEOPLE**  
**ACCOMMODATION SCHEDULE - SITE 2**

Ref	House Type	No of Beds/Act	Area	No	Total sqft	
819	M/D TERRACE	3 APT 4 PERSON	819sqft	4	3,276	
819	END TERRACE	3 APT 4 PERSON	819sqft	3	2,457	
833	SEMI DETACHED	4 APT 4 PERSON	833sqft	4	3,332	
919	END TERRACE	4 APT 5 PERSON	919sqft	1	919	
CT-A	COTTAGE FLAT A	2 APT 2 PERSON	529sqft	2	1,058	
CT-B	COTTAGE FLAT B	2 APT 2 PERSON	601sqft	2	1,202	
CT-C	COTTAGE FLAT C	3 APT 4 PERSON	762sqft	1	762	
CT-D	COTTAGE FLAT D	3 APT 4 PERSON	855sqft	1	855	
<b>TOTAL</b>					<b>18</b>	<b>13,861 sqft</b>

**AMBASSADOR HOMES**  
**ACCOMMODATION SCHEDULE**

Ref	House Type	Area	No	Total sqft	
BARO (BRD)	3 BED SEMI DETACHED	832sqft	16	13,312	
NAPIER (NAP)	3 BED DETACHED	930sqft	11	10,230	
STEVENSON (STE)	4 BED DETACHED+GAR	1,193sqft	9	10,737	
MACKINTOSH (MAC)	4 BED DETACHED+GAR	1,348sqft	4	5,392	
WALLACE (WAL)	4 BED DETACHED+GAR	1,518sqft	2	3,036	
<b>TOTAL</b>				<b>42</b>	<b>42,707 sqft</b>

Important  
The information contained in this document is for the use of the client and is not to be used for any other purpose without the written consent of the architect.  
No liability is accepted for any errors or omissions.



**PLANNING**

**AMBASSADOR HOMES**

architecture + design  
16 Royal Terrace  
Glasgow G3 7JH  
0141 332 3823  
0141 332 3824  
www.ambassadorhomes.co.uk

**ark**

AMBASSADOR HOMES LTD

DEVELOPMENT SITE AT  
BURNSIDE, CLACKMANNAN

DEVELOPMENT PLAN LAYOUT

Scale: 1:500@A1  
Date: DEC 2016  
Drawn by: ds  
Rev: 1

Ref: 16-13 AL(0)04







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**Report to: Clackmannanshire Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Community Justice Outcomes Improvement Plan 2017/18**

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**Report by: Head of Strategy & Customer Services**

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## **1.0 Purpose**

- 1.1. The purpose of this report is to present to Council the Clackmannanshire Community Justice Outcomes Improvement Plan for 2017/18. This plan has been developed in line the new responsibilities for Community Planning Partners set out in the Community Justice (Scotland) Act 2016 and subsequent guidance.

## **2.0 Recommendations**

- 2.1. It is recommended that Council approves the Community Justice Outcomes Improvement plan for 2017/18.

## **3.0 Considerations**

- 3.1 The new model for Community Justice in Scotland, which takes effect from the 1 April 2017, has been designed to bring together individuals and organisations to deliver a community solution to achieving improved outcomes for community justice; to prevent and reduce further offending; and to support desistance, including supervision where necessary. It builds upon investments made by the Scottish Government, local government in Community Planning and strengthened provisions under the Community Empowerment (Scotland) Act 2015.
- 3.2 The Scottish Governments vision for Community Justice is that Scotland is a safer, fairer and more inclusive nation where we:
- Prevent and reduce further offending by addressing its underlying causes; and,
  - Safely and effectively manage and support those who have committed offences to help them reintegrate into the community and realise their potential for the benefit of all citizens.
- 3.3 The Community Justice (Scotland) Act 2016 requires statutory partners to: publish an Outcomes Improvement Plan by 31 March 2017; publish a participation statement; and, to report annually on progress against the Outcomes Improvement Plan.
- 3.4 The plan has been developed by the Community Justice Partnership in Clackmannanshire in consultation with a wide range of partners and stakeholders. It brings together the collective focus for improvement over the next year and establishes the foundations for improvement beyond 2018. The plan has been

informed by a Strategic Assessment and Offender Profile, baseline assessment of current work and a needs assessment to inform priorities going forward.

3.5 The plan has been developed in line with the requirements in the legislation; the National Strategy for Community Justice and the Community Justice Outcome Performance Indicator Framework. The plan is consistent with the Clackmannanshire's Single Outcome Agreement and Corporate priorities.

3.6 Six local priorities are identified in the plan. These are;

- Preventing the causes of offending;
- Ensuring community justice makes a difference in reducing offending;
- Strategic planning and partnership working;
- Increasing community awareness and understanding of community justice;
- Effective use of evidence based interventions;
- Equal access to services.

3.7 A wide ranging engagement and consultation exercise supported both the development of this plan and we also consulted in detail on the draft plan throughout January and February 2017. Feedback on the plan has been incorporated.

3.8 Community Justice is a Community Planning Partnership responsibility and as such, the chair of the Community Justice Partnership is responsible for implementing the plan.

#### **4.0 Sustainability Implications**

4.1. There are no sustainability implications arising from this report.

#### **5.0 Resource Implications**

5.1. There are no direct financial implications arising from this report.

5.2. There are no staffing implications arising from this report.

#### **6.0 Exempt Reports**

6.1. Is this report exempt? Yes  (please detail the reasons for exemption below)  
No

#### **7.0 Declarations**

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box )

The area has a positive image and attracts people and businesses	<input type="checkbox"/>
Our communities are more cohesive and inclusive	<input checked="" type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input checked="" type="checkbox"/>
Our communities are safer	<input checked="" type="checkbox"/>
Vulnerable people and families are supported	<input checked="" type="checkbox"/>

- Substance misuse and its effects are reduced
- Health is improving and health inequalities are reducing
- The environment is protected and enhanced for all
- The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

**8.0 Equalities Impact**

- 8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations? Yes   
No

**9.0 Legality**

- 9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**10.0 Appendices**

- 10.1 Please list any appendices attached to this report. If there are no appendices, please state "none".

Community Justice Outcomes Improvement Plan 2017/18

**11.0 Background Papers**

- 11.1 None.

**Author(s)**

NAME	DESIGNATION	TEL NO / EXTENSION
Cherie Jarvie	Strategy and Performance Manager	2365

**Approved by**

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Head of Strategy and Customer Services	Signed : S Crickmar
Garry Dallas	Executive Director	Signed: G Dallas





**Community Justice  
Improvement Plan  
for 2017/18**

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## Introduction

This plan sets out Clackmannanshire's Community Justice Plan for 2017/18. This plan has been developed in line with the National Strategy for Community Justice and Guidance for Local Partners in the New Model for Community Justice. This plan has been developed in partnership with a wide range of partners and stakeholders and brings together our collective focus for improvement over the next year and beyond 2018.

The plan has been developed from a sound understanding of the key issues in Clackmannanshire and how partners can contribute to improving outcomes locally. This basis of understanding has been informed by a; Strategic Assessment and Offending Profile; baseline assessment of current work and a needs assessment to inform priorities going forward. Our approach in Clackmannanshire has been collaborative with engagement of partners and stakeholders central throughout the process.

This annual plan has been developed to enable strategic alignment with Community Planning and the development of the Local Outcomes Improvement Plan and Locality Plans in Clackmannanshire as well as ongoing implementation of other key areas of the new Community Empowerment (Scotland) Act 2015.

## The New Model for Community Justice in Scotland

The Scottish Governments National Strategy for Community Justice is founded on adopting a preventative approach: an approach to not only reduce crime and the number of future victims of crime, but to help to create a more just, equitable, and inclusive society where people's life chances are improved and our public resources are made best use of. The strategy sets out an ambitious vision where people are held to account for their offending, but are supported to be active and responsible contributors to their community, reduce further offending and support health inequalities.

The strategy takes a holistic approach to help people to make positive changes in their lives, and help tackle the underlying causes of their offending. It provides the basis for community justice partners to provide tailored wrap-around services which work with people as individuals, and which recognise their strengths, needs and aspirations. The strategy recognises that better access to welfare, housing and health services, wellbeing and employability assistance can reduce or even prevent offending from occurring in the first place. The strategy sets out the collective role that partners have in improving access to these and other services.

The National Strategy defines Community Justice as;

*'the collection of individuals, agencies and services that work together to support, manage and supervise people who have committed offences, from the point of arrest, through prosecution, community disposal or custody and alternatives to these, until they are reintegrated into the community. Local communities and the third sector are a vital part of this process which aims to prevent and reduce further offending and the harm that it causes, to promote desistance, social inclusion and citizenship'.*



The new model for Community Justice in Scotland, in place from the 1<sup>st</sup> April 2017, has been designed to bring together individuals and organisations to deliver a community solution to achieving improved outcomes for community justice; to prevent and reduce further offending; and to support desistance, including supervision where necessary. It builds upon investments made by the Scottish Government and Local Government in Community Planning and strengthened provisions under the Community Empowerment (Scotland) Act 2015.

The Scottish Governments vision for Community Justice is that Scotland is a safer, fairer and more inclusive nation where we;

- Prevent and reduce further offending by addressing its underlying causes; and
- Safely and effectively manage and support those who have committed offences to help them reintegrate into the community and realise their potential for the benefit of all citizens.

The vision for community justice is intentionally ambitious and far-reaching with a holistic and collaborative approach at its heart. It is founded on a number of priorities and core principles and is underpinned by a comprehensive and robust performance and improvement framework. The intention is, therefore, to create a strong improvement culture and assurance that improved outcomes are being delivered.

## National Priorities

The national strategy for Community Justice has identified the following priorities;





## Principles

The vision for community justice is reinforced by the following principles:

People must be held to account for their offences, in a way that recognises the impact on victims of crime and is mindful of risks to the public, while being proportionate and effective in preventing and reducing further offending.

Re-integrating those who have committed offences into the community, and helping them to realise their potential, will create a safer and fairer society for all.

Informed communities who participate in community justice will lead to more effective services and policies with greater legitimacy.

Community justice outcomes cannot be improved by one stakeholder alone. We must work in partnership to address these complex issues.

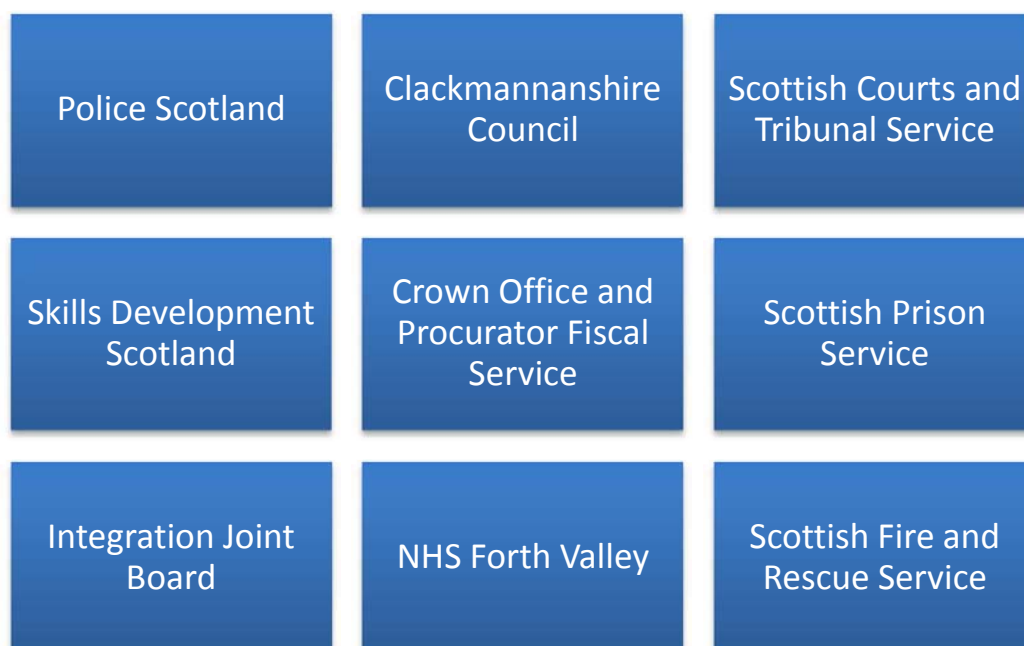
High quality, person-centred and collaborative services should be available to address the needs of those who have committed offences, their families, and victims of crime.

Every intervention should maximise opportunities for preventing and reducing offending as early as possible, before problems escalate.

High quality, person-centred and collaborative services should be available to address the needs of those who have committed offences, their families, and victims of crime.

The new model for Community Justice, underpinned by the Community Justice (Scotland) Act 2016, has transformed the Community Justice landscape to bring a local perspective. The new model places planning at the local level where decisions can be made by people who know their area best. The core statutory partners responsible for collective delivery of community justice are outlined below.

The core statutory partners covered by duties in the Act are;



Partnership working is crucial to improving community justice outcomes and community planning partnerships have an important role to play in facilitating this. In addition to the statutory partners, this requires the input of a diverse range of individuals and organisations covering a wide-range of interests, including housing, employability, and health and wellbeing.

The third sector also plays an important role in improving community justice outcomes. They are a source of innovation, responsiveness and flexibility, and can provide a meaningful connection to otherwise hard-to-reach service users and communities. The most effective way to improve outcomes for people and communities is by joined up working with the Third Sector at the planning stage.

Community is at the heart of the new model. Whether challenging stigma, employing people with convictions, or participating in community justice planning, improving community justice outcomes requires the involvement and support of local people and businesses. It is vital that this includes victims of crime, people who have committed offences, families, and the community bodies that represent them.

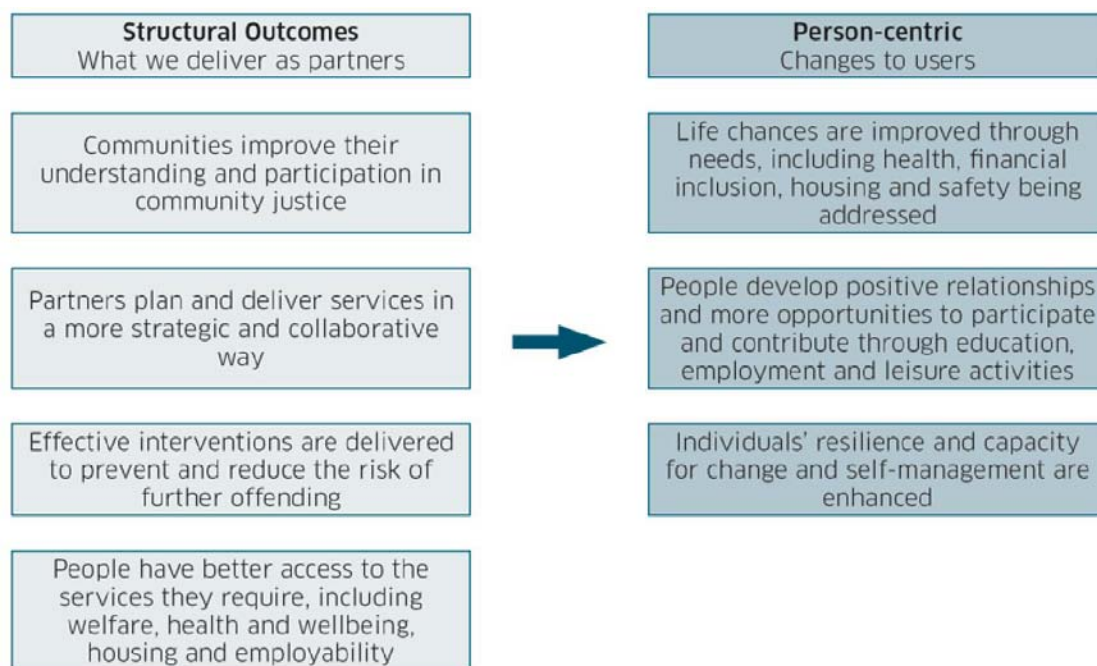
## **Outcomes, Performance and Improvement Framework**

Continuous improvement will provide the new model with the flexibility to respond to new issues as they arise. An outcomes, performance and improvement framework has been developed alongside the strategy.

The Community Justice (Scotland) Act 2016 puts a duty on statutory Community Justice Partners to produce a community justice outcomes improvement plan that has regard to the National Strategy for Community Justice; National Outcomes, the Performance and Improvement (OPI) Framework; and local outcomes improvement plans for that area (LOIP).

The 4 priorities established in the National Strategy are aligned with the community justice outcomes contained in the Outcomes, Performance and Improvement Framework (OPI) and the framework provides a range of indicators to help partners measure improvements. Local Community Justice plans must reflect local actions which progress key areas of work under each of these outcomes.

The OPI framework sets out the national community justice common outcomes to achieve the vision presented in the National Strategy for Community Justice. The common outcomes contain both person-centred outcomes and structural outcomes. These are outlined below.



The partnership will report against the structure of the OPI Framework in its entirety, subject to the availability of quantitative data.

## The assurance and improvement cycle

Community Justice Scotland will review all local plans, providing feedback to partners in order to share good practice and drive improvement. It will review all annual reports to provide independent professional assurance to Scottish Ministers and Local Government Leaders on the delivery of outcomes across Scotland.

Statutory partners are required to submit annual performance reports on progress against the community justice plan. Where the annual reports show that improvement is necessary, Community Justice Scotland will provide advice to local partners and targeted improvement support. Where performance issues persist, Community Justice Scotland may provide recommendations to Scottish Ministers on action required such as multi-agency inspections or, in exceptional circumstances, a rescue task group.

The use of self-evaluation is a key component outlined in the national strategy and guidance for local partners. A self-evaluation tool has been developed by the Care

Inspectorate for adoption by local partners in reviewing their plans and improving community justice outcomes locally.

## **Scrutiny and Inspection**

There are several inspection agencies covering community justice. The new national body Community Justice Scotland is not an inspection body but can direct other scrutiny bodies in relation to the statutory partners' community justice duties as appropriate, including the following:

- The Care Inspectorate
- Her Majesty's Inspectorate for Prisons in Scotland
- Independent Prison Monitoring
- Her Majesty's Inspectorate of Constabulary in Scotland

## Clackmannanshire; The Context

As part of our transitional priorities a local strategic assessment and offender profile was undertaken. This built on local profiles for Clackmannanshire developed by the Fife and Forth Valley CJA. This assessment and profile assisted partners in understanding key trends in Clackmannanshire in comparison with other authorities and Scotland on the whole. These are outlined below and the full strategic assessment can be found here <http://www.clacksweb.org.uk/document/5373.pdf>

The medium term trend of re-convictions in Clackmannanshire shows significant improvement, however the re-conviction percentage and the number of re-convictions per person remain high in Clackmannanshire against Scottish averages. The reconviction rate is a complex measure and when the data is standardised against the profile of the people who commit crime locally, then reconviction rates in Clackmannanshire are consistently below the national average reconviction rate. This reflects the good practice and professionalism of services. It also indicates that Clackmannanshire has proportionately more chaotic people who commit crime with more complex needs than most other local authorities in Scotland.

Re-offending in Clackmannanshire is inflated by a small group people who are responsible for a disproportionate level of crime year on year. Research about the people who persistently commit crime is consistent with other local feedback suggesting that they are characterised by risk themes such as the following:

Disproportionately common instances of traumatic life experiences such as being victims of bullying, violence, abuse, unresolved childhood bereavement (associated with premature death of loved ones from suicide, murder, drugs or alcohol abuse among other reasons for premature death)
Low self esteem/ poor mental health/ brain injuries/ childhood abandonment
Alcohol / drug misuse
Poor education levels/ experience of school exclusion or disengagement
Unsuitable housing arrangements
Long term unemployment and long term unemployment of family and friends
Social exclusion and isolation
Mistrust of authority/unwillingness to engage with statutory services until their situation is at crisis point
Poor communication, literacy, numeracy skills and poor decision making
Unstable personal relationships with family, partners, friends and neighbours
Early engagement with criminality, an offending identity, associated stigmatisation and limited opportunities to thrive without crime
Other poverty markers such as poor health and life expectancy, residing in areas of multiple deprivation and experience of corporate parenting

Typically their behaviour is observed but their suffering is obscured. Effective community justice will reduce re-offending by balancing the requirement to control offending behaviour with support to build individual resilience to desist from crime.

Analysis of available data demonstrates the following local features in Clackmannanshire:

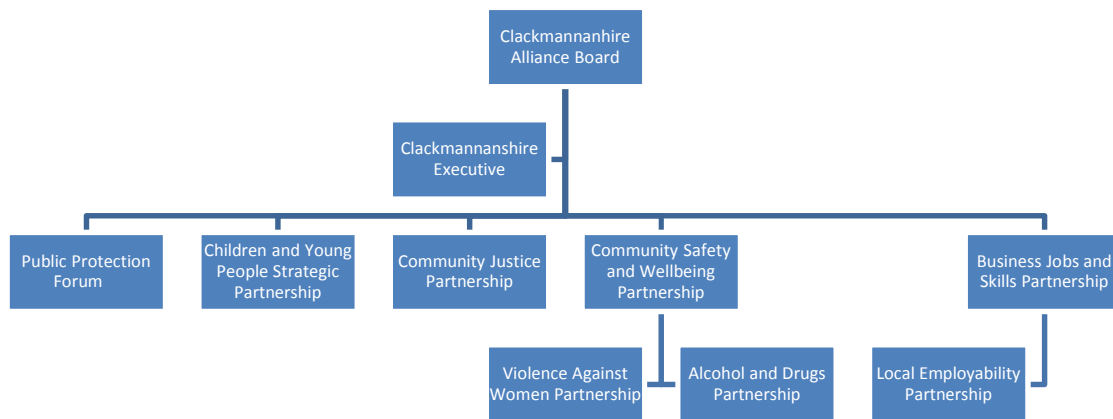
- There are long-term trends in Clackmannanshire for higher levels of violence than comparator local authorities. There is also long term trend for higher rates of reconvictions for people who commit violent offences compared to Scottish averages.

- Sex offences are predominantly committed by people who have never been convicted rather than re-offending.
- The MAPPA arrangements provide effective risk management for violent or sexual offenders. The Service in Clackmannanshire was shown to be robust in the inspection by HMCIS and the Care Inspectorate. 2 reconvictions have been recorded over a 4 year reconviction reporting period.
- There are long term trends in Clackmannanshire for lower levels for crimes of dishonesty than comparator local authorities and Scottish averages. Despite this the number of people convicted for crimes of dishonesty is high and the trend of reconvictions is slightly above the Scottish average.
- Clackmannanshire recorded crimes relating to vandalism, mischief and fire raising etc. are among the highest rates in Scotland but “other crimes” tend to be near the Scottish average.
- There is a long term trend for high reconviction rates for all age groups against relevant Scottish averages, except for over 40’s where the trend closely aligns Scottish averages.
- Clackmannanshire has a long term history of proportionately high numbers of people aged under 21 being convicted and reconvicted compared to most other local authorities but significant improvements have been made since the implementation of the whole systems approach. This work is critical to deter lifetime offending patterns.
- Clackmannanshire has a long term trend for higher than average reconviction rates after monetary penalties changing to higher than average reconviction rates for CPO/RLO’s. This correlates with a reduction in use of monetary penalties and an increase in CPO/RLO’s.
- A long term trend for women who are convicted demonstrates a high ratio of women who are convicted in Clackmannanshire. There is also a long term trend for higher reconviction rates for women in Clackmannanshire than the Scottish average.
- There is a comparatively high rate of domestic abuse reported and recorded in Clackmannanshire.
- A number of indicators demonstrate that there is a problematic relationship with alcohol and drugs in Clackmannanshire in comparison to Scottish averages
- Suitable housing arrangements make a critical contribution to reducing re-offending. Like most local authorities, Clackmannanshire has considerable demands on limited housing stock.
- There are too few realistic pathways to safe, suitable and sustainable employment for people using justice services - this inhibits hope for new lifestyles and risks set-backs leading to regression.

## The Community Planning Structure

The Community Planning Partnership established a new Community Justice Partnership during the transitional year. This partnership comprises all statutory partners as well as core community and third sector partners. The role of the partnership to date has been the commissioning of the Strategic Assessment; a Baseline Report and a Needs Assessment Report which has informed the development of this plan.

The partnership itself reports directly to the Clackmannanshire Community Planning Executive Group and the Community Planning Board – known locally as the Clackmannanshire Alliance. The Community Justice Partnership sits as one of 5 strategic planning partnerships in Clackmannanshire. The local structure is outlined below. More information on community planning in Clackmannanshire is available on the link <http://www.clacksweb.org.uk/community/planning/>



The Clackmannanshire Community Planning Partnership has developed a single year community justice plan for Clackmannanshire for 2017/18. This plan aims to enable partners to develop its culture of improvement over the next 12 months and beyond but also to provide a degree of flexibility locally to respond to opportunities that may arise as Community Justice Scotland matures and develops its own evidence base.

Our own baseline assessment in Clackmannanshire has identified a number of quick wins and marginal gains for 2017/18 but also work which will inform longer term priorities for the partnership beyond 2018. Our annual plan will also enable closer alignment to the Local Outcomes Improvement Plan (LOIP) and Locality Plans in Clackmannanshire which take effect on the 1<sup>st</sup> October 2017.

The community justice plan for Clackmannanshire sets our planned activity in respect of the priorities identified in the National Strategy and an additional priority agreed by partners and stakeholders locally. These are set out below and in the pages that follow.

These align with our current Single Outcome Agreement (2013-23) Outcomes. These are;

- Clackmannanshire has a positive image and attract business and people;
- Communities are more inclusive and cohesive;
- People are better skills, trained and ready for learning and employment;
- Communities are and feel safer;
- Vulnerable people and families are supported;
- Substance misuse and its effects are reduced;
- Health is improving;
- Our environment is protected and enhanced;
- Our public services are improving

## Our use of Language

There are complex connections and disconnections between victims, survivors, people who commit crime and their families. An offending identify is in itself a risk factor and is divisive. To avoid stigma and to aid the simplicity of language this plan refers to them collectively as people who use justice services and their families, regardless of whether or not that crime was reported to the police.

## Local Priorities





## Our Approach

Partners have agreed an overarching approach to meet these priorities. These are;

### **Working with Community Planning Partnerships**

The community justice partnership is one of 5 strategic community planning partnerships in Clackmannanshire. There are many overlapping priorities with other partnerships and important areas of work being developed and implemented in each. We understand that outcomes will be improved by working together to inform priorities, planning and practice; understanding our collective performance and impact and also targeting resources where they are most required.

### **Community Justice Ambassadors**

Partners will develop community justice ambassadors within their own organisations and extended networks in order to cascade the evidence on “what works” to reduce further offending. These ambassadors will help to create a culture of community justice understanding and participation in Clackmannanshire and within their own organisations. Communities of Practice will seek to develop ambassadorial roles of their members.

### **Assets based approaches**

Partners will support the engagement of the community and communities of interest such as people who use justice services and their families. People are experts of their own experiences and this expertise is valuable in informing what we do and how we do it. More importantly the partnership will take an assets based approach in order to support the transformation of lives by using the untapped potential of people who use justice services and their families.

### **Communities of Practice (COP)**

Partners recognise the contributions of paid staff and volunteers within the community justice workforce. Their ability to maintain a person-centered approach; their insights into developing the practical connections in community justice; and the way that they share knowledge with each other are crucial factors in improving outcomes.

To this end, partners will support the facilitation of COP's. The terms of the COP's will be flexible to allow the development of action research learning and appropriate use of time but they will be long term in nature. COP's will be tasked to document and implement changes to practice as well as inform the partnership about requirements for improvement. Members of COP's will also be required to cascade findings to colleagues in their own organisations. COP's should be influenced by communities of interest and in turn the COP's should influence the partnership.

The following Communities of Practice will be established in 2017/18:

- Prevention and Early Intervention
- Health Improvement
- Employment and Financial Inclusion
- Substance Misuse

- Managing Person-centred Delivery
- Recruitment
- Community Justice (including Housing and Transition from Prison)

### **Focus Groups**

Focus Groups will be used for shorter-term investigative work which is designed to provide recommendations for improvement.

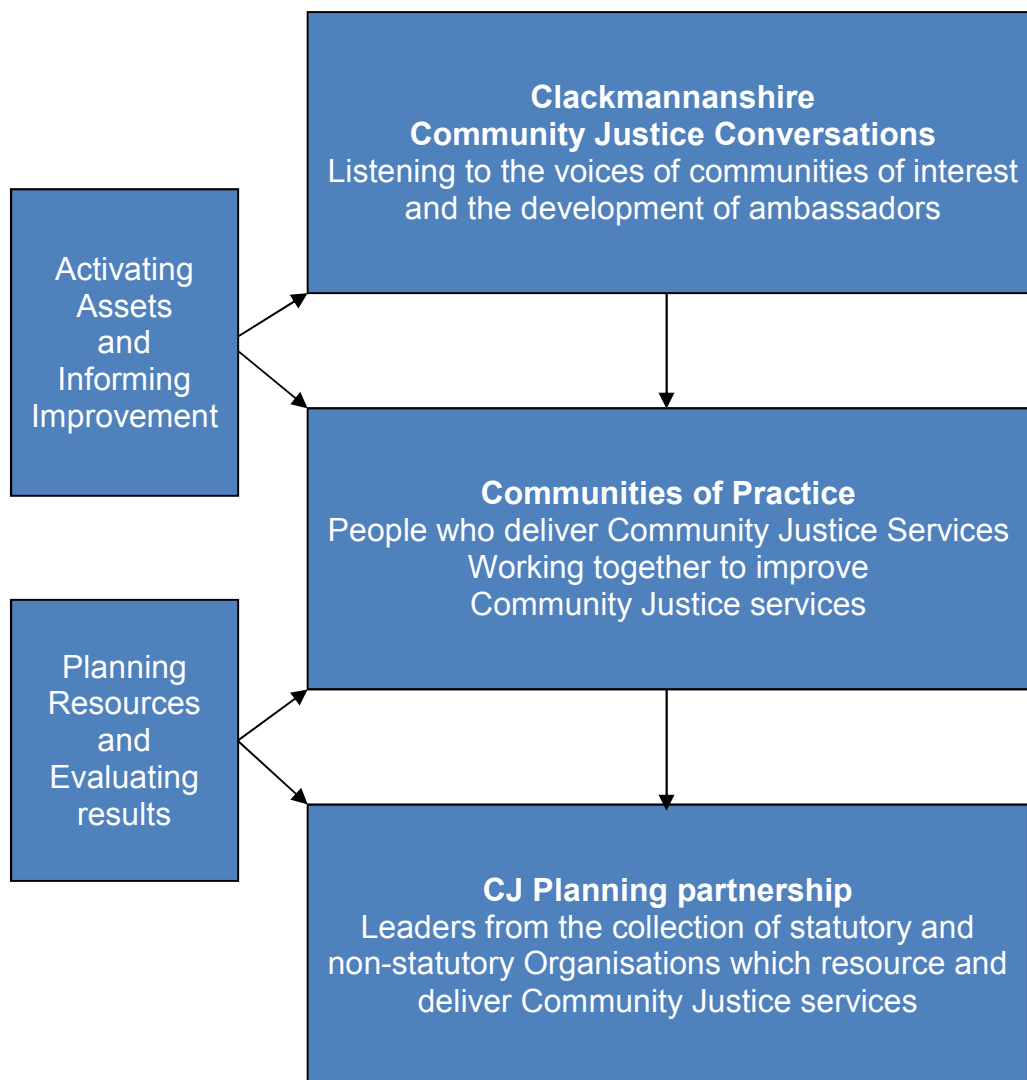
### **Wider resources**

The community justice partnership will work with national and regional partners across the public, private and voluntary sectors in order to support and develop Clackmannanshire Community Justice.

## Our Improvement Plan for 2017/18

The following pages set out our priorities for action for 2017/18.

The Clackmannanshire community Justice Baseline Assessment outlines a range of existing services and contributions across all of the priority areas. These contributions are planned to continue throughout 2017/18. The 1 year improvement plan sets out the development of an assets based community justice structure. It's focus is on; working collaboratively, making marginal gains and the collection of robust evidence to inform future changes. The model is demonstrated in the diagram below.



**Clackmannanshire Alliance: Community Justice Partnership Delivery Plan 2017/18**

Priority 1 Preventing the causes of offending behaviour

Performance measures

Development and review of a preventing the causes logic model

Action	Due date	Lead partners
Identify and support individuals who use justice services to be able to contribute their experiential knowledge to improve the effectiveness of services in line with the prevention agenda.	November 2017	CJSW/Apex/Recovery Café/victim support/Clacks women's Aid/CTSI
Continue to work with Families Outside to inform improvements to outcomes for children affected by family imprisonment.	March 2018	Families Outside/ Education services
Explore future alignment of plans between community justice and the Attainment Challenge.	March 2018	Attainment Challenge
Develop a an early intervention/prevention community of practice to engage people using justice services and triangulate their viewpoints with the perspectives of other stakeholders and the research evidence; in order to inform improved outcomes for children affected by parental involvement in the criminal justice system in ways which are non-labelling and non-stigmatising.  Provide recommendations to relevant Clackmannanshire strategic groups based on findings and record & implement quick wins in services.	June 2017	CJSW clients, Clacks VAW Partnership/ MAHRS Group/ Families outside
Assets based community development in areas of multiple deprivation in order to influence contributions to preventing the causes of offending	September 2017	SFRS/CWSP
Adoption of commitments for the Family Firm Agenda to include more Community Justice Partners	April 2018	SFRS/SDS
Development of a logic model to support evaluation	November 2017	Clackmannanshire Council

**Priority 2 - Improving Community Understanding and Participation in Community Justice – Putting the community into Clackmannanshire Community Justice**

Performance measures

Community Justice Outcome Performance Indicator Framework (OPIF) – Outcome 1

Action	Due date	Lead partners
Publish a participation statement detailing the community engagement in the development of the Community Justice Improvement Plan	April 2017	Clackmannanshire Council
Publication of an equality impact assessment for community justice	April 2017	Clackmannanshire Council
Develop and implement a community justice communications plan. This plan should use resources and assets described in the baseline assessment such as, links to “Just Like You”, “See Me” and Recovery messages, social media of partners, mainstream media and the use of ambassadors.	June 2017	SPS/ADP Clacks Council
Ambassador toolkit: develop a toolkit to support ambassadors to help them communicate the evidence base around community justice from a local perspective.	April 2017	Clackmannanshire Council
Ambassador development: The partners will draw ambassadors from their own organisations and networks to effectively cascade the community justice evidence base.	March 2018	SPS/Police/Courts/ COPFS/SFRS/CTSI
Organise a Clackmannanshire Community Justice stakeholder event to communicate progress and maintain engagement.	August 2017	Clackmannanshire Council/CTSI
Develop mechanisms to measure understanding and participation in Community Justice	September 2017	Clackmannanshire Council S&P
Review the community engagement processes in unpaid work, record and implement any quick wins and make recommendations to the partnership. Involve CTSI, TRF and Community Councils	September 2017	CJSW
Develop a web presence for Community Justice in Clackmannanshire and implement a rolling perception survey	April 2017	Clackmannanshire Council S&P
Development of volunteering opportunities at the new visitor centre at HMP Glenochil with community justice engagement and understanding as a core priority	March 2018	SPS/CTSI

**Priority 3 - Improved Strategic Planning and Partnership working**

Potential performance measures

Community Justice OPIF outcome 2

Action	Due date	Lead partners
Undertake a review of information management and information sharing across community justice and make stop, start and continue recommendations.	December 2017	Clackmannanshire Council Housing
Map journeys into and out of criminal justice for people who use justice services and their families. This will feed into Communities of Practice to improve understanding about necessary improvements for the longer term strategic plan and will consider engagement at teachable moments to support proposals for workable solutions for any disconnects.	April 2017	Clackmannanshire Council S&P
Commissioning the voluntary sector to undertake small community justice projects in Clackmannanshire linked to emerging evidence of need.	October 2017	CTSI
Undertake a community justice workforce training audit in readiness for a more robust training needs assessment to respond to emerging evidence of local training need.	October 2017	Clackmannanshire Council S&P
Develop a longer term Community Justice Improvement Plan based on emerging evidence.	March 2018	Clackmannanshire Council S&P
Develop and update a Clackmannanshire directory of services so that the Community Justice Workforce stays informed about the range of services for people using justice services and their families.	April 2017	CTSI
Publish a training directory of available courses for the community justice workforce	April 2017	CTSI
Provide an annual report on progress to Community Justice Scotland	March 2018	Clackmannanshire Council S&P

**Priority 4 - Improving Access to Services**

Potential performance measures

Community Justice OPIF – Outcome 3

Action	Due date	Lead partners
Set up a mechanism to record the availability of specialist health services for CJSW clients to build capacity to report on the implications of any delays or disconnects.	April 2017	CJSW/Health and Social Care Partnership
Conduct a review of housing concerns and implement appropriate improvement actions relating to people using justice services and their families within the context of the established Vanguard System. Concerns include: <ul style="list-style-type: none"> <li>• The speed of transition from temporary housing</li> <li>• Difficulties in accessing the Welfare Fund/Discretionary Housing Payments</li> <li>• High Costs of temporary housing and the associated benefit trap</li> <li>• Speeding up the availability of known addresses for people being liberated from prison</li> <li>• Provision of housing support for people prior to liberation from prison</li> <li>• Mitigating housing/benefit factors which may harm positive relationships</li> <li>• Ensuring victims and survivors are safe and feel safe</li> </ul> Provide recommendations based on findings and record & implement quick wins.	November 2017	Clackmannanshire Council Housing/ Focus Group
Develop a Community of Practice to review the effectiveness of every contact in the community justice pathway as a health improvement opportunity to ensure that people using justice services and their families have access to (and uptake) appropriate health services especially at critical teachable moments.  Provide recommendations based on findings and record & implement quick wins.	June 2017	CWSP Health and Wellbeing COP. Cross cuts CWSP Health and Social Care Partnership, Integrated Mental Health Services
Set up a focus group to review the effectiveness of every contact in the community justice pathway to ensure that people using justice services have access to (and uptake) appropriate financial and welfare services especially at critical teachable moments.  Provide recommendations based on findings and record & implement quick wins.	June 2017	CAS/ Clackmannanshire Council S&P
Develop a Community of Practice to review the pathway to suitable, safe and sustainable employment for people with convictions in Clackmannanshire with consideration to conviction disclosure bias (self and external), qualification attainment, volunteering pathways, wider employability development and self-employment/business start-up.  Provide recommendations to CJP and LEP based on findings and record & implement quick wins.	June 2017	Employment COP/Apex/SDS LEP/CTSI/JC+

<p>Set up a focus group to review Community Integration after prison with relation to the availability of time critical services and the uptake of those services. The COP will consider; adding value to Police welcome visits, addressing family and victim concerns and other practical options to smooth transition after prison.</p> <p>Provide recommendations based on findings and record &amp; implement quick wins.</p>	Dec 2017	CJSW/ TSO/PSP/Police Throughcare Focus Group
<p>Develop a Community of Practice to review the effectiveness of every contact in the community justice pathway as an opportunity to address substance misuse and ensure that people using justice services have access to (and uptake) appropriate substance misuse services especially at critical teachable moments. This should include sharing best practice around engagement while people are still offending.</p> <p>Provide recommendations based on findings and record &amp; implement quick wins.</p>	June 2017	Substance misuse COP/ADP
<p>Review the practical processes for registration with GP's for people who use justice services with other local authorities. Provide recommendations based on findings and record &amp; implement quick wins.</p>	November 2017	NHS



**Priority 5 - Effective Use of Evidence Based Interventions**

Potential performance measures

Community Justice OPIF Outcome 4

Action	Due date	Lead partners
<p>Services will provide information that they collect through the assets based process with communities of interest. Sessions with a range of groups including the Recovery Café, CJSW clients, prisoners, Positive Prisons, Victim Support, the mental health planning group, the ADP Family Support Service and Families Outside will be coordinated.</p> <p>Areas of particular interest will be evidence of best practice include the following:</p> <ul style="list-style-type: none"> <li>• being flexible and innovative in response to varying and complex needs</li> <li>• understanding the complex needs of differing cohorts (e.g. women, young people, individuals with drug dependency, learning difficulties, ethnicity etc)</li> <li>• delivering at the right time, and only as invasive as it needs to be in order to deliver the change needed</li> <li>• developing and nurturing the assets and skills of people using justice services</li> <li>• Incorporating support from friends, families and communities to help develop positive relationships</li> <li>• More generally the Communities of Interest will inform how services can be better designed, delivered and advertised to improve engagement and outcomes for people using justice services</li> </ul>	<p>December 2017</p>	<p>CJSW /ADP/CTSI</p>
<p>A Criminal Justice Community of Practice will provide recommendations based on findings and record &amp; implement quick wins against the following aspects of improving community justice:</p> <ul style="list-style-type: none"> <li>• Providing a more consistent, graduated response to difficulties with compliance, focused on supporting individuals to comply with the requirements of their order</li> <li>• Increasing the availability and quality of alternatives to remand such as electronic monitoring and bail supervision</li> <li>• Developing the use of other activities in CPO's and pathways to volunteering</li> <li>• Increasing the availability and quality of services in order to maximise the use of community disposals such as community payback orders, DTTOs, electronic monitoring and structured deferred sentences</li> <li>• Capitalising on third sector interventions to improve community justice outcomes</li> <li>• Supporting service users; encouraging them to be well prepared and being motivated for participation supported to participate and apply any learning; and supported to follow up on goals they have set as a result of participation.</li> </ul>	<p>December 2017</p>	<p>Criminal Justice Community of Practice –                      Scottish Court Service –                      COPFS –                      Police/CTSI/CJSW</p>

<ul style="list-style-type: none"> <li>• Reducing the inappropriate use of remand and short term prison sentences</li> <li>• Increasing the appropriate use of diversions from prosecution</li> <li>• matched an individual's level of risk, focused on their specific needs, and matching their responsivity characteristics</li> </ul>		
<p>How partners develop person centred employees and cultures is central to community justice outcomes.</p> <p>Develop a Person Centred Management COP to support a culture and environment for person-centeredness. It will also provide recommendations based on findings and record &amp; implement quick wins.</p>	June 2017	Management of person centeredness COP/ Clacks Council Organisational Development/ NHS Public Health/Healthy Working Lives
<p>A Recruitment Focus Group will review the successes and failures within organisations and networks in selecting people with convictions for employment and volunteering.</p> <p>Provide recommendations based on findings and record &amp; implement quick wins.</p>	November 2017	SDS/ Recruitment Focus Group /BJS/ Recruit With Conviction
<p>Develop an information package for COPFS National case markers so that they have a clear reference tool about the quality of diversion from prosecution options in Clackmannanshire</p>	April 2017	CJSW

**Priority 6 - Ensuring Community Justice makes a difference in reducing offending**

Outcomes

1. Life chances are improved through needs, including health, financial inclusion, housing and safety being addressed.
2. People develop positive relationships and more opportunities to participate and contribute through education, employment and leisure activities
3. Individuals resilience and capacity for change and self-management are enhanced

Potential performance measures

Community Justice OPIF Outcomes 5, 6 and 7

Outcome	Action	Due date	Lead partners
Life chances are improved through needs, including health, financial inclusion, housing and safety being addressed.	<ul style="list-style-type: none"> <li>• Service Audit reports on life chances highlighting good practice and recommendations.</li> <li>• Develop a whole system logic model report on life chances based on the service reports, feedback from communities of practice and communities of interest</li> </ul>	June 2017	Clackmannanshire Council CJSW/S&P
		December 2017	
People develop positive relationships and more opportunities to participate and contribute through education, employment and leisure activities	<ul style="list-style-type: none"> <li>• Service Audit report on relationships, education, employment and leisure activities highlighting good practice and recommendations.</li> <li>• Develop a whole system logic model report on relationships, education, employment and leisure activities based on the service reports, feedback from communities of practice and communities of interest</li> </ul>	June 2017	Clackmannanshire Council CJSW/S&P
		December 2017	
Individuals resilience and capacity for change and self-management are enhanced	<ul style="list-style-type: none"> <li>• Service Audit report on resilience, capacity for change and self management highlighting good practice and recommendations.</li> <li>• Develop a whole system logic model report on resilience, capacity for change and self management based on the service reports, feedback from communities of practice and communities of interest.</li> </ul>	June 2017	Clackmannanshire Council CJSW/S&P
		December 2017	
	Map the use of performance and assessment tools used within community justice	August 2017	Clackmannanshire Council S&P



## Participation Statement: Engagement and Consultation

During the preparation of this plan all statutory community justice partners were consulted and participated in its development. These partners recognise that success in reducing reoffending requires contribution by a broader range of individuals and organisations that are not specified in legislation. The Clackmannanshire Community Justice Partnership therefore agreed its engagement and consultation approach to ensure that a wide range of partners and stakeholders were engaged in the process of developing this plan throughout. This work included focus groups with people who use community justice services and their families.

A Community Justice stakeholder engagement event was held in May 2016 at HMP Glenochil. This event was attended by a range of statutory and non statutory partners and helped to inform the Baseline Assessment and the development of this Community Justice Plan for Clackmannanshire. Key themes were also identified from the event on how partners can develop ongoing engagement with communities and communities of interest in implementation of the plan. These themes are also reflected in our plan going forward. Partners participating in this event are noted below;

Alcohol and Drugs Partnership	Apex Scotland	Barnardos	Church of Scotland	Citizens Advice Bureau	FFV CJA	Clackmannanshire Council	Scottish Fire and Rescue Service
Clackmannanshire Third Sector Interface	Job Centre Plus	MAPPA	Open Secret	Police Scotland	Positive Prisons Positive Futures	Skills Development Scotland	Scottish Prison Service
Tullibody Community Council	Violence Against Women Partnership	Violence Reduction Unit	Wellbeing Scotland	Families Outside			

A series of stakeholder and engagement meetings and focus groups have also been undertaken locally, along with briefings and presentations to key partnerships and key stakeholder groups including a briefing with Elected Members. Desk based research and joint peer work with other community justice partnerships has also helped to develop our engagement approaches and raise awareness locally of the work of Community Justice partners in Clackmannanshire.

The list of partners and stakeholders engaged through these stakeholder and engagement meetings are shown below;

Focus Groups have been held as follows;

Victim Support Volunteers	Positive Prisons. Positive Futures – People with convictions
Families Outside – Families affected by imprisonment	Hawkhill Community Centre – Community members
A former prisoners focus groups	Interviews with prisoners from HMP Glenochil
CTSI – Third sector organisations (2 focus groups) – with representatives from Play Alloa, Forth Valley Men’s Sheds, Tenants and Residents Federation, the Travellers Site, SDS CTSI, Home-Start	

Clackmannanshire, The Rotary, The Carers Centre, Forth Valley Volunteering Matters, ASC Forth Valley, Clackmannanshire Disability Awareness Group

Stakeholder engagement meetings have been held with the following partners;

Ace Recycling	Apex Scotland	Barnardo's
Central Scotland Regional Equality Council	Citizens Advice Scotland	Church of Scotland
Clackmannanshire Women's Aid	Forth Valley Men's Sheds	Forth Valley Rape Crisis
Forth Valley College	Job Centre Plus	Resonate Arts
Signpost	Stirling & Clackmannanshire Interfaith Community Justice Group	The Gate
Clackmannanshire Violence Against Women Partnership coordinator	Violence Reduction Unit	Wellbeing Scotland
Youth Community Support Agency – Just Like you campaign		

### Consultation

Partners will begin to formally consult on the draft Community Justice Plan for Clackmannanshire in January 2017. The consultation will be based on Citizen Space our online consultation database and will comprise a short questionnaire on the draft plan. All partners, stakeholders and communities of interest, as well as the wider community in Clackmannanshire have been invited to participate in the consultation and to feedback their views on the draft plan. Feedback will be incorporated before the final plan is approved.

The final plan will be available on <http://www.clacksweb.org.uk/> and partners respective websites.

## Appendix A -Equality Impact Assessment

### Defining the Policy

Title of Policy:	Community Justice Outcomes Improvement Plan
Service:	Clackmannanshire Community Justice Partnership
Team:	Strategy and Customer Services
<p>What is the purpose of the proposed policy or changes to established policy?</p> <p>This plan sets out local implementation of the national strategy for community justice as defined in the Community Justice (Scotland) Act 2016. The plan is a one year plan which aims to improve implementation and delivery of appropriate services in Clackmannanshire. Core partners are covered by a statutory duty to deliver the new national model for community justice locally. This assessment therefore reflects the obligations placed on each statutory partner as a collective.</p>	
<p>Who is affected by the policy or who is intended to benefit from the proposed policy and how?</p> <p>The plan supports people who have used community justice services and their families. The plan also aims to prevent people from requiring community justice services. The act defines this as people who;</p> <ul style="list-style-type: none"> <li>• have been convicted of an offence</li> <li>• have been given an alternative to custody in respect of an offence</li> <li>• have been given an alternative to prosecution</li> <li>• have been arrested on suspicion of having committed an offence</li> <li>• are aged 16-17 years who are subject to a compulsory supervision order under section 67(2)(j) of the Children’s Hearings (Scotland) Act 2011.</li> </ul> <p>There are complex connections and disconnections between victims, survivors, people who commit crime and their families. To avoid stigma and to aid the simplicity of language this plan refers to them collectively as people who use justice services and their families, regardless of whether or not that crime was reported to the police.</p>	

How have you, or will you, put the policy into practice? Who will be responsible for delivering it?

The Community Planning Partnership in Clackmannanshire and the Community Justice Partnership will be responsible for delivering the plan. The plan is required to be reviewed nationally by Community Justice Scotland and locally by the Clackmannanshire Alliance Board. Each partner will be required to approve the plan through their respective governance body, and in respect of Clackmannanshire Council, this plan will be required to be approved by full Council.

The plan will be delivered and monitored by the partnership and scrutiny provided by Clackmannanshire Councils Scrutiny Committee through regular community planning reports. Annual progress reports will be submitted to Community Justice Scotland.

In the Stage 1 Screening you identified that the policy will impact on one or more of the protected characteristics.

What information do you have that tell you how this policy might have an impact. Key Questions:

- Will the impact of the proposed policy/function be the same or different for each group identified?
- Is there any indication or evidence of higher or lower participation or uptake of services by different groups?
- Are there any groups of people who are not taking up services?

Protected Characteristic	What Evidence do you have and Consultation has been undertaken
Sex Pregnancy and Maternity Disability Race Religion and Belief Marriage and civil partnership Gender reassignment Sexual Orientation Age	Through the engagement process the following representative groups and forums have been consulted: Clackmannanshire Womens Aid Central Scotland Regional Equality Centre Scottish Offender Learning Disability Network 3 <sup>rd</sup> Party Hate Crime lead at Clackmannanshire Travellers Site Positive Prisons...Positive Futures Clackmannanshire Third Sector Interface Churches



Table 3: What is the impact on the protected characteristics identified? (see Step 3 of guidelines)

Protected Characteristic	Impact (H,M,L or U)*	Description of Impact
Sex	L	<p>Overall the nature of the plan is to reduce offending and further offending. Research and information from consultation tells us that there are correlations between criminal convictions and protected characteristics. Although the plan does not differentially impact on any protected characteristic group, we will be mindful about what we know about community justice, offending and protected groups and the design of person centred approaches in Clackmannanshire.</p> <p>We have identified through consultation that, like many crime categories, hate crimes towards protected characteristics and domestic abuse is under reported.</p> <p>Domestic abuse affects significantly more women than men. The plan provides for improvements to be made to domestic abuse services in Clackmannanshire, however these are designed to support any victim of domestic abuse crimes.</p> <p>The plan is designed to support both males and females with convictions. Although it is recognised that the approaches may require to be tailored to males and females, neither sex will be disproportionately impacted. Continued development of a person centred approach is fundamental to the plan.</p>
Pregnancy and Maternity	L	No impact identified.
Disability	L	There are identified correlations between those with learning disabilities and convictions with a knock on effect on employability and income. Continued development of a person centred approach is fundamental to the plan.

Race	L	Consultation tells us that people from ethnic backgrounds have specific needs from services. Continued development of a person centred approach is fundamental to the plan.
Religion and Belief	L	Consultation tells us that people from different religion and beliefs have specific needs from services. We also know that there are higher proportions of people from Roman Catholic backgrounds in the prison population in Scotland. This correlates with the poverty profile of the Roman Catholic population and the poverty profile of prisoners in Scotland. Continued development of a person centred approach is fundamental to the plan.
Marriage and civil partnership	L	no impact identified
Gender reassignment	L	Consultation tells us that there are particular problems for people with gender reassignment in the prison population in Scotland. Continued development of a person centred approach is fundamental to the plan.
Sexual Orientation	L	Consultation tells us that there are particular problems for people in terms of sexual orientation in the prison population in Scotland. Continued development of a person centred approach is fundamental to the plan.
Age	L	This plan develops an early intervention approach to support young people with adverse childhood experiences. However the continued development of a person centred approach is fundamental to the plan for all age groups.

Table 4: Does the policy need to be changed?(see step 4 of Guidelines)

Are there any changes?		
Protected Characteristic		Description
All	No	No Changes required.

Approved by:

Name (Head of Service)	Celia Gray
Date	16/01/17



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**Report to: Clackmannanshire Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Equalities Mainstream Outcomes Report 2017/21**

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**Report by: Head of Strategy & Customer Services**

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## **1.0 Purpose**

- 1.1 The purpose of this report is to seek Council approval for the Equalities Mainstream Outcomes Report for 2017/21, which is required no later than 30 April 2017. The report also includes information on: our progress in delivering the Equality Outcomes 2013/17 agreed by Council in 2013; and, information on the Gender Pay Gap for employees.

## **2.0 Recommendations**

- 2.1. It is recommended that Council:
- 2.1.1. notes the information provided on progress against the Equality Outcomes 2013/17 and the Gender Pay Gap information for employees.
- 2.1.2. approves a new set of Equality Mainstream Outcomes for 2017/21 as set out in Appendix 1.

## **3.0 Considerations**

- 3.1. The public sector Equality Duty was created by the Equality Act 2010. The Act aims to give people protection against discrimination and sets out the responsibilities placed on listed authorities. The Act aims to 'integrate considerations of the advancement of equality into the day-to-day business of all bodies subject to the duty'.
- 3.2. The Public Sector Equality Duty, also known as the General Duty, has three parts which must be complied with. It requires public bodies to have due regard, in the exercise of our functions, to the need to:
- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act because of any of the protected characteristics;
  - Advance equality of opportunity between people who share a protected characteristic and those who do not share it;
  - Foster good relations between people who share a protected characteristic and people who not share it.

- 3.3. The Act covers 9 protected characteristics – Disability; Age; Pregnancy and Maternity; Race; Religion or Belief; Gender; Sexual Orientation; Gender Reassignment and Marriage/Civil Partnership.
- 3.4. The Scottish Government has introduced a set of specific equality duties to support the better performance of the general duty by public bodies (The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012). These specific duties came into force in May 2012. These duties include requirements to:
- Publish a set of equality outcomes every 4 years (Mainstream Report) with the next required not later than 30<sup>th</sup> April 2017;
  - Report on progress made to achieve previous outcomes set out in the Mainstream Report every 2 years with the next required no later than 30<sup>th</sup> April 2017.
- 3.5 Listed public bodies are also required to:
- Assess and review policies and practices
  - Gather and use employee information
  - Publish gender pay gap information
  - Publish an equal pay statement
  - Consider award criteria and conditions in relation to public procurement.
- 3.6 The report identifies a number of areas of progress in Mainstreaming Equality and Diversity in Clackmannanshire between 2013/17. These have included;
- A programme of training for Service Managers and Team Leaders on Equality and Diversity through the Council's Leadership and Development Programme;
  - A revised EQIA process was implemented in 2015 and training provided for key employees;
  - Development and implementation of an Equality and Diversity e-learning course.
  - Replacement of our '2 ticks' compliance status with compliance in Disability Confident scheme.
  - Continuing promotion information for our staff and local communities on key events, including the annual 16 Days of Action campaign; Forth Valley Pink Heritage day, International Women's Day, and Mental Health Awareness Week.
  - Support for a number of initiatives for employees under Healthy Working Lives such as activities around Mental Health Awareness Week in May 2016, including information for employees and relaxation workshops.
- 3.7 The report identifies a set of new outcomes for mainstreaming Equality and Diversity over 2017/21. These outcomes and actions have been developed through engagement with a wide range of stakeholders, review of local information and

evidence and review of Equality and Diversity policy and good practice. There are 6 outcomes identified in the report;

- Access to services will be improved by better understanding about the challenges facing different groups and our response to their requirements.
- People in Clackmannanshire will feel safe.
- The gap between educational attainment of those with protected characteristics and those without is reduced.
- People in Clackmannanshire will have improved physical and mental wellbeing and will experience fewer health inequalities.
- Our organisation values and respects our employees and involves all equally in improving our services.
- We will work with our partners to reduce poverty and the impact of poverty on protected groups in Clackmannanshire.

#### 4.0 Conclusions

This report presents the Equalities Mainstream Outcomes Report for 2017/21 which is provided at Appendix 1. The report also outlines information on progress made in delivering against the Equality Outcomes 2013/17 agreed by Council in 2013, and information on the Gender Pay Gap for employees.

4.1. Resource Implications

4.2. *There are no direct financial implications arising from the report.*

4.3. *There are no staffing implications arising from the report.*

#### 5.0 Exempt Reports

5.1. Is this report exempt? Yes  (please detail the reasons for exemption below)  
No

#### 7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

(1) **Our Priorities** (Please double click on the check box )

The area has a positive image and attracts people and businesses	<input type="checkbox"/>
Our communities are more cohesive and inclusive	<input checked="" type="checkbox"/>
People are better skilled, trained and ready for learning and employment	<input checked="" type="checkbox"/>
Our communities are safer	<input checked="" type="checkbox"/>
Vulnerable people and families are supported	<input checked="" type="checkbox"/>
Substance misuse and its effects are reduced	<input type="checkbox"/>
Health is improving and health inequalities are reducing	<input checked="" type="checkbox"/>
The environment is protected and enhanced for all	<input type="checkbox"/>

The Council is effective, efficient and recognised for excellence

(2) **Council Policies** (Please detail)

**8.0 Equalities Impact**

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations? Yes   
No

**9.0 Legality**

9.1 It has been confirmed that in adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

**10.0 Appendices**

Appendix 1 Mainstreaming Equality and Diversity in Clackmannanshire in 2017-21

**11.0 Background Papers**

11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)  
Yes  (please list the documents below) No

Is Scotland Fairer? The State of Equality and Human Rights 2015

**Author(s)**

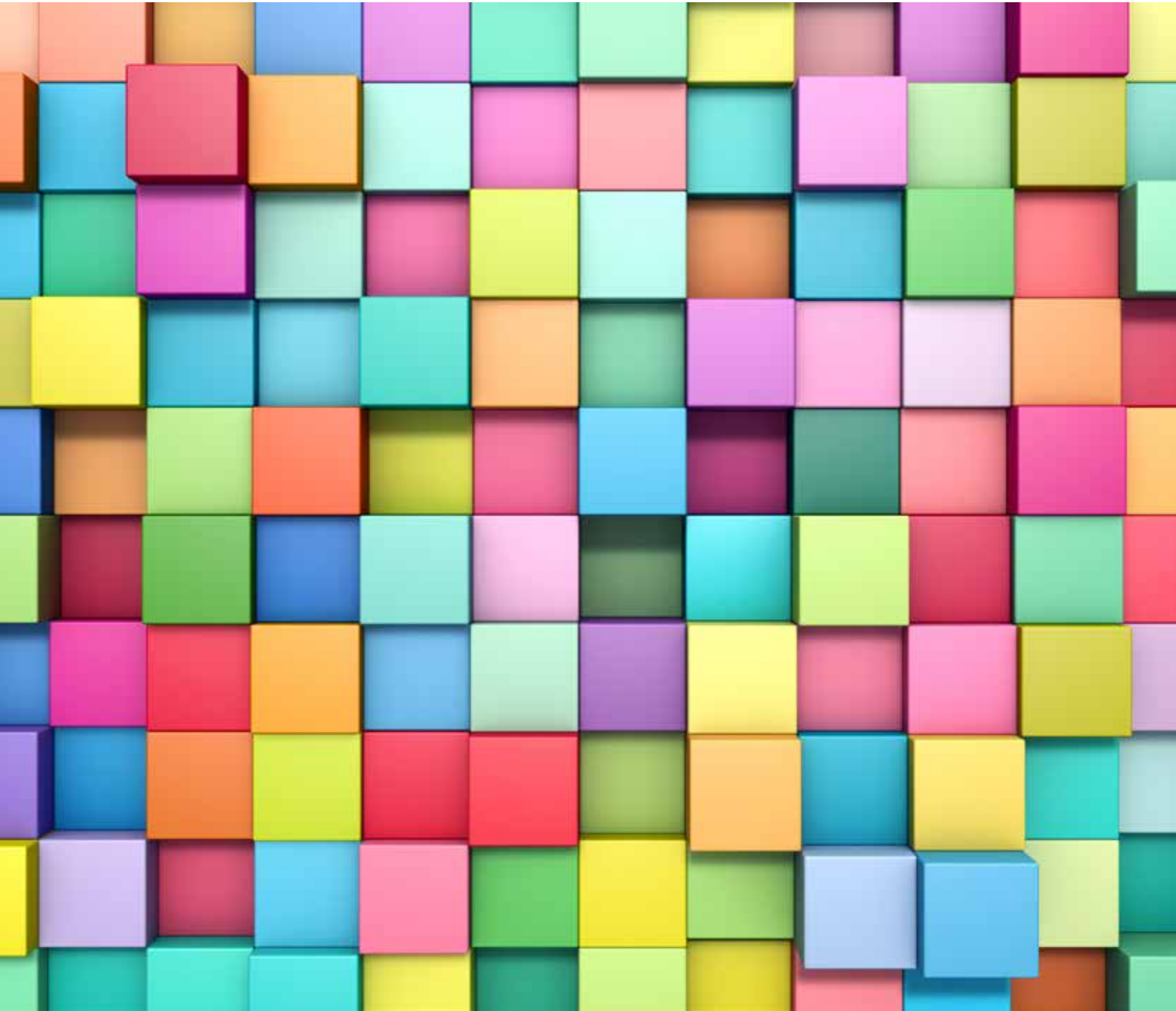
NAME	DESIGNATION	TEL NO / EXTENSION
Cherie Jarvie	Strategy and Performance Manager	2365

**Approved by**

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Head of Strategy and Customer Services	Signed: S Crickmar
Garry Dallas	Executive Director	Signed: G Dallas



# Mainstreaming Equality and Diversity in Clackmannanshire 2017-2021



**Clackmannanshire  
Council**

[www.clacksweb.org.uk](http://www.clacksweb.org.uk)

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## **1 Introduction**

Clackmannanshire Council recognises that equality is fundamental to improving outcomes for Clackmannanshire. The Council is committed to tackling discrimination, advancing equality of opportunity and promoting good relations both within our workforce and the wider community. Mainstreaming equality and diversity is the process by which we will work towards achieving this as an organisation.

We recognise that mainstreaming equality is a long term approach that aims to make sure that policy making within the Council reflects the needs and experiences of everyone affected.

We aim to build on our previous work on equality and diversity. We have achieved what we set out to in our Mainstreaming Equality Report 2013/17 and we will build on those areas of achievement over the next 4 years.

This report sets out what the Council will do to further improve its outcomes on equality and diversity in Clackmannanshire. We will build equalities into every part of our work; from making decisions about policies and services; procuring and providing services as a Council and as a significant local employer in Clackmannanshire.

We recognise that mainstreaming equalities has a number of benefits including:

- Equality becomes part of the structures, behaviours and culture of the Council, to the benefit of employees and service users;
- The Council knows and can demonstrate how, in carrying out its business, it is promoting equality;
- Mainstreaming equality contributes to continuous improvement, better performance and better value.

We are committed to integrating equalities into our business, using tools such as Equality Impact Assessment (EQIA) and by ensuring the equalities features explicitly and proportionately in business planning, committee and other decision making reports and through other policy development and review mechanisms.

## 2 The Equality Act 2010 and General Equality Duty 2012

The public sector Equality Duty was created by the Equality Act 2010, and replaces race, disability and gender equality duties. The Act aims to give people protection against discrimination and sets out the responsibilities placed on listed authorities. The Act aims to 'integrate considerations of the advancement of equality into the day-to-day business of all bodies subject to the duty'.

The Public Sector Equality Duty, also known as the General Duty, has three parts which must be complied with. It requires public bodies to have due regard, in the exercise of our functions, to the need to:

- Eliminate unlawful discrimination, harassment, victimisation and any other conduct prohibited by the Act because of any of the protected characteristics;
- Advance equality of opportunity between people who share a protected characteristic and people who do not share it;
- Foster good relations between people who share a protected characteristic and people who do not share it.

Everyone is protected by the Act. Every person has one or more of the protected characteristics, so the Act aims to protect everyone against unfair treatment.

The 9 protected characteristics contained in the Act are;

<b>Disability</b>	<b>Age</b>	<b>Pregnancy and Maternity</b>
<b>Race</b>	<b>Religion or belief</b>	<b>Gender</b>
<b>Sexual Orientation</b>	<b>Gender Reassignment</b>	<b>Marriage/Civil partnership</b>

### **The Equality Act 2010 (Specific Duties) (Scotland) Regulations 2012**

The Scottish Government has introduced a set of specific equality duties to support the better performance of the general duty by public bodies. These specific duties came into force in May 2012. These duties include requirements to:

- Publish a set of equality outcomes every 4 years (Mainstream Report) with the next required not later than 30<sup>th</sup> April 2017;
- Report on progress made to achieve previous outcomes set out in the Mainstream Report every 2 years with the next required no later than 30<sup>th</sup> April 2017.

Listed public bodies are also required to;

- Assess and review policies and practices
- Gather and use employee information
- Publish gender pay gap information
- Publish an equal pay statement
- Consider award criteria and conditions in relation to public procurement.

## **The National Context: Is Scotland Fairer?**

In January 2016 the Equality and Human Rights Commission (EHRC) published 'Is Scotland Fairer? The State of Equality and Human Rights 2015'. This report highlights key areas of improvement in equality and human rights in Scotland and also challenges for the future. The economic and demographic context of equality and human rights has been a challenging one since 2010 with a slower rate of recovery seen in Scotland compared with elsewhere in the UK. The impact of the shifting population structure in Scotland and the impact of welfare reform in Scotland have also created challenges for people living in Scotland. At the same time Scotland has become more diverse since 2008 with increases in diversity of religion and ethnic identity.

The report identifies 7 priority areas for focus for Scotland. These priorities are likely to require UK, Scotland and local level actions to address:

- Improve the evidence and the ability to assess how fair society is;
- Raise standards and close attainment gaps in education;
- Encourage fair recruitment, development and reward in employment;
- Support improved living conditions in cohesive communities
- Encourage democratic participation and ensure access to justice
- Ensure that all people can access the health services that they need
- Tackle harassment and abuse of people who share particular protected characteristics

The report is available here:

<https://www.equalityhumanrights.com/en/britain-fairer/scotland-fairer-introduction/scotland-fairer-report>

Clackmannanshire Council published its equality outcomes in 2013 and updated them in 2015. We also published employee information, gender pay gap information and statements on equal pay. These publications can be found here:

<http://www.clacksweb.org.uk/council/performequalities/>

Since the last Mainstream Report was published in 2015 progress has been made in a number of key areas. There has also been a significant shift in the wider policy and legislative context with equalities being at the heart of that work. For example significant investments have been in the public sector through the Community Empowerment (Scotland) Act 2015 and Community Justice (Scotland) Act 2015. These both shape delivery of Community Planning and public services to ensure that equalities is central to that work.

The Equalities Mainstreaming Report now needs to be replaced with a new one which covers the period 2017-2021. We are required to publish this report on the Council's website by 1<sup>st</sup> April 2017.

### 3 Clackmannanshire: The Local Profile

The current population of Clackmannanshire is around 51,200 – with a proportionately even balance between males (25,100) and females (26,100). The broad age composition is as follows:

<15 years	9100
Working Age	33369
>64 years	8731

By 2037 the population of Clackmannanshire is projected to be 50,043, a decrease of 2.4 per cent compared to the population in 2012. The population of Scotland is projected to increase by 8.8 per cent between 2012 and 2037. Over the 25 year period, the age group that is projected to increase the most in size in Clackmannanshire is the 75+ age group. This is the same as for Scotland as a whole.

The population aged under 16 in Clackmannanshire is projected to decline by 9.2 per cent over the 25 year period. The age group 65-74 years is expected to increase in the region of 5% by 2037 and the 75+ age group is expected to increase by almost 9% by 2037.

There are a number of particular impacts of this population change for Clackmannanshire - demands on services for older people are likely to increase – particularly in relation to health and social care services. Clackmannanshire is likely also to see an increase in the ratio of non-working aged people to people of working age. Clacks is also projected to experience a decrease in the number of people of working age living in the area. This means that demands for services could be increasing and at the same time could be more challenging to employ the workforce to meet this demand. Key for Clackmannanshire will be to ensure that the working age population are as healthy and productive as they possibly can be with opportunities to flourish.

Clackmannanshire, as with Scotland on the whole, has an ageing population. This will mean that over the next 20 years the proportion of older people will significantly outweigh the proportion of young people and the young working age population. This will create significant policy difficulties for Clackmannanshire Council and our partners over the next couple of decades.

In 2016 (Census 2011) the largest age group in Clackmannanshire is the older working age population (45-59) followed by the 30-44 year age group. Young people from 0-15 years account for 18.2% of the population currently.

Age Group	% of population Clackmannanshire	% of population Scotland
All People	51442	5,295,403
0-4 years	5.7%	5.5
5-15 years	12.5	11.8
16-29 years	16.3	18.5
30-44 years	20.8	20.0
45-59 years	21.8	21.1
60-74 years	16.4	15.5
75+	6.5	7.7
<16 years	18.1	17.3

16-64 years	65.9	65.9
>65 years	16.0	16.8

### Ethnicity

Clackmannanshire's population is comprised predominantly of white Scottish ethnicity. This is followed by 7.4 % of the population reporting white other British ethnicity. Clackmannanshire has relatively lower levels of white other; Asian Scottish or Asian British or other ethnic group when compared with the national population.

Ethnic Group	% population Clackmannanshire	% population Scotland
White – Scottish	88.2	84.0
White – Other British	7.4	7.9
White – Irish	0.6	1.0
White – Polish	1.0	1.2
White – Other	1.2	2.0
Asian Scottish or Asian British	1.0	2.7
Other ethnic groups	0.5	1.3

### Identity

The identity of Clackmannanshire is predominantly Scottish only followed by Scottish and British only. Clackmannanshire has a relatively lower proportion of 'other' identity compared with the national average.

Identity	% population Clackmannanshire	% population Scotland
Scottish only	67.0	62.4
British only	7.4	8.4
Scottish and British only	17.6	18.3
Scottish and other identities	1.6	1.9
English only	2.3	2.3
Other combinations of UK identities	1.9	2.0
Other identity	2.1	4.4
Other identity and at least one UK identity	0.2	0.3

### Religion

The most significant religious group reported in Clackmannanshire was 'no religion' followed by Church of Scotland. Both of these groups were relatively higher than the national average. Clackmannanshire has lower than national average proportions of Roman Catholic, other Christian, Muslim and other religions. 6.5% chose not to state their religion.

Religious Group	% population Clackmannanshire	% population Scotland
Church of Scotland	34.5	32.4
Roman Catholic	9.4	15.9
Other Christian	5.0	5.5

Muslim	0.6	1.4
Other religions	0.5	1.1
No religion	43.5	36.7
Not stated	6.5	7.0

### Language

Very high proportions of residents in Clackmannanshire speak English well or very well. Compared with Scotland Clackmannanshire has lower levels of residents who do not speak English well or use a language other than English at home.

Language	% population Clackmannanshire	% population Scotland
All people 3 years +	49673	5,118,223
Speaks English well or very well	99.0	98.6
Does not speak English well	0.9	1.2
Does not speak English at all	0.1	0.2
Able to speak Gaelic	0.6	1.1
Able to speak Scots	34.3	30.1
Uses a language other than English at home	2.6	3.9

### Disability

Clackmannanshire has a higher proportion than the national average of working age people who are economically inactive due to being long term sick or disabled. Clackmannanshire also has a slightly lower average age of a limiting long term illness – 57.9 years compared with 59.2 years in Scotland.

Disability	% population Clackmannanshire	% population Scotland
Economically inactive people of working age who are long term sick or disabled	17.8%	16.6%
Average age of a person with good or very good health	36.2	36.2
Average age of a person with a limiting long term illness	57.9%	59.2%

### Poverty and Inequality

The latest Scottish Index of Multiple Deprivation (2016) was released in August 2016. Generally the overall picture is a positive one with Clackmannanshire's local and national share of datazones in the 20% most deprived areas decreasing from previous SIMDs.



Deep rooted poverty however remains in Clackmannanshire and these areas have seen no relative improvement since SIMD began. These areas are predominantly in Alloa South and East, but also include communities in Tullibody and Sauchie.

Four datazones are included in the 5% most deprived areas in Scotland with all four located in Alloa South and East. One of these communities is ranked 13<sup>th</sup> worst in Scotland

Relative measures of poverty are identified through the SIMD analysis. In 2016 7290 people were identified as income deprived. This accounts for 22.5% of the working age population in Clackmannanshire. The area with the highest proportion of income deprivation is Alloa South and East where 46% of residents in one datazone are living in income poverty.

Around 26% of children in Clackmannanshire live in poverty – this equates to more than 1 in 4 children. This is proportionately higher than our comparator councils.

### **Health Inequalities and Risky Behaviours**

The most recent data on community health shows Clackmannanshire to be significantly falling behind Scottish averages on against a number of measures. It is widely understood that reducing risky behaviours such as smoking, alcohol consumption, drug use and poor diet could have a positive effect on an individual's health and mental health. Latest estimates suggest that 28.9% of people smoke – the corresponding figure for Stirling is 20% and for Scotland is 23.1%. Although this figure has fallen (from 35% in 2001/02) reflecting the national picture, the figure remains significantly higher than the Scottish average. In Clackmannanshire the rates for smoking related deaths, lung cancer deaths and COPD deaths were higher than the rate for Scotland.

Alcohol related mortality in Clackmannanshire in 2013 was 38.85 per 100k population - significantly higher than the average rate of 21.43 for Scotland. Alcohol related health issues are a major concern for public health in Scotland. Excessive consumption of alcohol can cause both short term and long term health and social problems. This includes liver and brain damage as well as mental health issues, cancers, stroke and heart disease. Alcohol related mortality, where alcohol is the underlying cause of death, is significantly higher than Scottish average.

Estimated prevalence of those with problem drug use has increased in Clackmannanshire when comparing data from 5 years ago. The prevalence of those with a problem drug use has increased in Clackmannanshire when comparing data from 2010 and 2013 (latest available data) – this is in contrast to Scotland as a whole where prevalence fell. Treatment services in Clackmannanshire appear to be performing to a high standard with 99.1% of people commencing treatment within the 3 week HEAT deadline – higher than the average figure for Scotland.

QOF registers demonstrate the key health conditions known to GP practices in Clackmannanshire. The main health conditions that are significant in proportion of patients known to have the condition in Clackmannanshire are: Hypertension, asthma, diabetes, coronary heart disease and chronic kidney disease.

In 2014 Clackmannanshire had the 3<sup>rd</sup> largest practice list size in Scotland. The 7 GP practices in Clackmannanshire had an average list size of 8075 – this is compared with Stirling where the 23 practices had an average of 4259 people on their lists. Furthermore in Clackmannanshire 3 GP practices have over a quarter of

patients living in communities within the 15% most deprived. The rate of emergency hospital admissions in Clackmannanshire has remained broadly similar over the past 10 years however the over 65 population account for a growing percentage of emergency admissions.

#### Projected long term health conditions Factors

Age; genetic predisposition; environment social and physical; deprivation (stress and the socio-psycho-neuro-immuno-pathological pathway); health related behaviours; underlying mental wellbeing/resilience/self-efficacy/confidence and motivation; real engagement with life in general and personal wellbeing.

#### Mental Health

In the 2011 census 2374 people in Clackmannanshire identified themselves as having a mental health condition. This is supported by the most recent data from the ScotPho community profiles which shows the rate of prescriptions for psychosis/depression/anxiety to be significantly higher than Scottish average and neighbouring authorities (19.9% compared with a national average of 17.4%).

## 4 Employment Data and Analysis

### Employee Information – All Staff

In 2014/15 Clackmannanshire Council implemented a new integrated HR and Payroll system which aimed to improve the ways we can analyse, understand and report on employee information. Employees can now update their own information using this system and are routinely encouraged to access the system to do so.

At the end of 2016 Clackmannanshire Council had 2748 employees, 28% are male and 72% are female.

<b>Gender</b>	<b>2016</b>	
<b>Number of responses</b>	<b>2748</b>	
Male	774	28%
Female	1974	72%

Of our employees 1808 have provided information on their ethnicity. 88% of employees have identified themselves as being White Scottish with 4% being White English. 2% chose not to provide their ethnic group.

<b>Ethnicity</b>	<b>2016</b>	
<b>Number of responses</b>	<b>1808</b>	
African - African, African Scottish or African British	-	0%
All Ethnic Groups - Prefer not to Say	38	2%
Any Other White Ethnic Groups	15	1%
Asian, Asian Scottish or Asian British - Pakistani, Pakistani Scot, Pakistani British	-	0%
Asian, Asian Scottish or Asian British - Any other Asian ethnic group	-	0%
Asian, Asian Scottish or Asian British - Indian, Indian Scottish or Indian British	-	0%
Asian, Asian Scottish or Asian British - Chinese, Chinese Scot or Chinese British	-	0%
Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British	-	0%
Mixed or Multiple Ethnic Origin	-	0%
Other Ethnic Group	6	0%
White - British	43	2%
White - English	79	4%
White - Irish	11	1%
White - Northern Irish	10	1%
White - Scottish	1594	88%
White - Welsh	-	0%

Figures <5 have not been provided to avoid possible identification of individuals.

Of our employees 1762 have provided information on their Religion. 38% reported no religion, followed by 36% reporting Church of Scotland. 10% reported Roman Catholic; 4% reported other Christian; and 10% reported that they preferred not to say. 1% of employees reported other religion.

<b>Religion</b>	<b>2016</b>	
<b>Number of responses</b>	<b>1762</b>	
Buddhist	-	0%
Church of Scotland	640	36%
Hindu	-	0%
Jewish	-	0%
Muslim	-	0%
None	665	38%
Other	20	1%
Other Christian	65	4%
Preferred Not to Say	182	10%
Roman Catholic	181	10%

Of our employees 131 have provided information on their Disability. 40% of respondents preferred not to provide information on their disability; 15% reported a long term illness, disease or condition; 11% reported an unseen disability such as asthma, diabetes or epilepsy; 8% reported deafness/hearing impairment; 8% reported a mental health condition. 7% reported a disability affecting mobility; 5% reported physical disability and 4% reported a developmental disorder. Small numbers of staff reported blindness/partial sight and learning disabilities.

<b>Disability</b>	<b>2016</b>	
<b>Number of responses</b>	<b>131</b>	
Blind/Partially Sighted	-	2%
Deaf/Hearing Impairment	10	8%
Development Disorder (e.g. Spectrum Disorder, Autistic, Aspergers)	5	4%
Disability affecting mobility	9	7%
Learning Disability (e.g. Downs Syndrome)	-	1%
Long Term Illness, Disease or Condition	19	15%
Mental Health Condition	10	8%
Other Physical Disability	7	5%
Preferred Not to Say	52	40%
Unseen Disability (e.g. Asthma, Diabetes, Epilepsy)	15	11%

Of our employees 1741 have provided information on their sexuality. 89% identify themselves as being heterosexual/straight with 10% preferring not to say. Small numbers identify themselves as gay (1.3%) and bisexual (0.2%).

<b>Sexuality</b>	<b>2016</b>	
<b>Number of responses</b>	<b>1741</b>	
Bisexual	-	0%
Gay Man	9	1%
Gay Woman/Lesbian	15	1%
Heterosexual/Straight	1543	89%
Other	-	0%
Preferred Not to Say	169	10%

Of our employees 1906 have provided information on their Marital status. 62% are married; 20% are not married; 7% are single; 6% are other and 4% chose not to say. 1% of respondents are in a Civil Partnership.

<b>Marital status</b>	<b>2016</b>	
<b>Number of responses</b>	<b>1906</b>	
Civil Partnership	15	1%
Married	1186	62%
Not Married	388	20%
Other	108	6%
Preferred Not to Say	84	4%
Single	125	7%

### **Employee information – Education**

1308 employees in Education provided information on their diversity. 82% were female and 18% male. 756 employees provided information on their ethnicity – with employees being predominantly white Scottish followed by white British and white English.

The predominant religion of education employees is none followed by Church of Scotland. 28 education employees have provided information about their disability.

<b>Gender</b>	<b>2016</b>	
<b>Number of responses</b>		<b>1308</b>
Male	18%	228
Female	82%	1079
Unspecified	0%	-
<b>Ethnicity</b>	<b>2016</b>	
<b>Number of responses</b>		<b>756</b>
Asian, Asian Scottish or Asian British - Any other Asian ethnic group	0%	-
Caribbean or Black - Caribbean, Caribbean Scottish or Caribbean British	0%	-
All Ethnic Groups - Prefer not to Say	1%	9
Other Ethnic Group	0%	-
Any Other White Ethnic Groups	1%	9
Mixed or Multiple Ethnic Origin	1%	-
White - British	4%	16
White - English	4%	37
White - Irish	1%	-
White - Northern Irish	1%	6
White - Scottish	85%	670
White - Welsh	1%	-
<b>Religion</b>	<b>2016</b>	
<b>Number of responses</b>		<b>741</b>
Buddhist	1%	-
Church of Scotland	27%	288

Muslim	1%	-
None	53%	278
Other	3%	14
Other Christian	2%	27
Preferred Not to Say	9%	55
Roman Catholic	4%	76
<b>Disability</b>	<b>2016</b>	
<b>Number of responses</b>		<b>28</b>
Deaf/Hearing Impairment	9%	-
Development Disorder (e.g. Spectrum Disorder, Autistic, Aspergers)	3%	-
Disability affecting mobility	13%	-
Long Term Illness, Disease or Condition	22%	5
Mental Health Condition	9%	-
Other Physical Disability	3%	-
Preferred Not to Say	31%	8
Unseen Disability (e.g. Asthma, Diabetes, Epilepsy)	9%	-

<b>Sexuality</b>	<b>2016</b>	
<b>Number of responses</b>		<b>738</b>
Bisexual	0%	-
Gay Man	0%	-
Gay Woman/Lesbian	1%	10
Heterosexual/Straight	90%	669
Preferred Not to Say	8%	52
<b>Marital status</b>	<b>2016</b>	
<b>Number of responses</b>		<b>806</b>
Civil Partnership	1%	-
Married	62%	507
Not Married	24%	191
Other	7%	48
Preferred Not to Say	3%	26
Single	3%	30

### Gender Pay-Gap

The gender pay gap is the difference between men and women's full-time hourly earnings. The data in 2016 tells us that the female average hourly wage is £17.52 compared with the male average hourly wage of £16.34. The difference in hourly pay is £1.18. This data means that on average women earn 7% more than men.

<b>Gender Pay Gap</b>	<b>2016</b>
Avg. hourly wage (male)	£16.34
Avg. hourly wage (Female)	£17.52
% Gender pay gap	7%

## 5 Clackmannanshire Council: Policy Context

Equality is integral to the Council's framework strategies: The Corporate Plan 'Taking Clackmannanshire Forward' and the Partnership's current Single Outcome Agreement 2013-23. Delivering equalities are a key part of these corporate priorities, namely:

- Our communities are more cohesive and inclusive
- Our communities are and feel safer
- Vulnerable people and families in Clackmannanshire are supported

Clackmannanshire Council has in place a set of CORE values which underpin everything that we do. These are:

Commitment, Trust and Partnership Openness and Accountability Respect and Dignity Equity, Fairness and Inclusion
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Through these Corporate strategies, and supporting policies and action plans we are actively working towards the elimination of all discriminatory practices and are developing actions to ensure that equalities are embedded in all Council practice and that of work we do in partnership with others.

There are a number of new and developing areas of legislation which have a bearing on how we ensure equalities are embedded in Council practice. These include implementation of:

- Community Empowerment Act and development of the Local Outcomes Improvement Plan and Localities Plans
- Health and Social Care Integration Interim Equalities Outcomes
- Children and Young People (Scotland) Act 2014
- Community Justice (Scotland) Act 2015
- GIRFEC and Named Person Legislation
- Scottish Attainment Challenge
- Clackmannanshire City Deal

A number of policies and strategies are being developed which will set out how each of these duties and responsibilities will be implemented in Clackmannanshire.

### Health and Social Care Integration – Clackmannanshire and Stirling

A set of Equality Outcomes were developed and adopted by Clackmannanshire and Stirling Integration Board in April 2016. The Scottish Government added Integration Joint Boards (IJB) to Schedule 19 of the Equality Act 2010 and to The Equality Act 2010 (Specific Duties) (Scotland) Regulations. The duties require the IJB to:

- Report on the mainstreaming of the equality duty;
- Agree and publish Equality outcomes; and
- Assess and review policies and processes in light of Equalities.

The Integration Joint Board has adopted Equality outcomes which reflect the distinct nature of each organisation and the need to reflect organisational functions, responsibilities, priorities and methods of working. The outcomes adopted by the Integration Joint Board are:

- Self Management – Individuals, their carers and families are enabled to manage their own health, care and well-being;
- Community Focussed Supports – Supports are in place, accessible and enable people, where possible, to live well for longer at home or in homely settings within their community;
- Safety – Health and social care support systems help to keep people safe and live well for longer;
- Decision Making – Individuals, their carers and families are involved in and are supported to manage decisions about their care and wellbeing;
- Experience – Individuals will have a fair and positive experience of health and social care.



## **Clackmannanshire Council Equality Mainstreaming Report 2013/17**

Clackmannanshire Council published its Mainstreaming Report in April 2013 which set out 13 Equality Outcomes which would provide areas for focus for 2013/17 in meetings it obligations under the Public Sector duties.

We published a Mainstreaming Update Report in April 2015 which set out a number of refreshed actions under the 13 outcomes. These documents were published on our Equality pages on ClacksWeb.

<http://www.clacksweb.org.uk/council/performancequalities/>

The 2013 outcomes are:

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### **Hate Crime is reduced and victims of hate crime are better supported**

**Children and Young people are respectful and understanding of all protected characteristics groups**

**The reporting of domestic abuse is increased and support to victims is improved**

**The licensing process is made more accessible to those whose first language is not English**

### **Young people from the LGBT community feel more supported**

**Lesbian, Gay and bi-sexual and transgender pupils are supported in Education**

**Children and young people are knowledgeable and understanding of issues relating to sex, sexual health and relationships**

**Barriers to educational attainment, relating to disability are reduced**

**People with Disabilities have better access to Council buildings, public space, streets and public transport**

**Young people recognise and understand religious diversity and the importance of religion in society**

### **Young parents are supported to return to education, training and employment**

**Educational opportunities are made available to older people**

**Employees of the Council with protected characteristics feel supported and have equal opportunities**

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## **Our Progress**

We have made significant progress in meeting our outcomes and actions under our Equality Mainstream Report 2013/17 and our updated actions published in April 2015. The progress that we have made has also benefited from a number of policy and legislative changes which have ensured a focus on equalities and inequalities

across a broad spectrum of work. This work includes implementation of the Single Outcome Agreement in Clackmannanshire and development of our new Local Outcomes Improvement Plan (LOIP) and Locality Plans under the Community Empowerment (Scotland) Act 2015; Implementation of GIRFEC and the Children (Scotland) Act 2014 and the Community Justice (Scotland) Act 2015. These areas of legislation have provided a framework for ensuring that the Equalities agenda is embedded in our policy development and practice in Clackmannanshire.

The tables below provide our progress against each of the outcomes set out in our Mainstreaming Equalities Report 2013/17. A number of significant achievements and areas of work are highlighted below;

- Implementation of a programme of training and awareness for employees and elected members. Equalities training was provided to all Managers and Team Leaders through the Council's Leadership and Development Programme.
- Development and implementation of an equalities elearning course.
- Development of our EQIA process including revision of the assessment documentation and accompanying guidance notes for completion. A programme of training on completing EQIA with key employees was provided in 2015/16.
- We have updated a number of our framework HR policies including Dignity and Work, Grievance and Disciplinary Policies.
- We have replaced our '2 ticks' compliance status with compliance in *Disability Confident scheme*.
- We have and will continue to celebrate key events and promote information to our staff and local communities including the annual 16 Days of Action campaign; Forth Valley Pink Heritage day, International Women's Day, and Mental Health Awareness Week.
- School pupils in Clackmannanshire, supported by school based officers, have been involved in the 'Show Racism the Red Card' initiative with football clubs in Glasgow. Police Scotland and schools across Forth Valley are looking at developing ways that this initiative can be developed further in Clackmannanshire.
- We have ensured through our Service Level Agreements and Contracts with third parties that they have appropriate equality policies and processes.
- We have launched a consultation and engagement framework and 'Citizen Space' interface to ensure that we consult on decisions as widely as possible.
- We have launched our new Council intranet and refreshed the Council website to make it more accessible for employees and customers.
- We have implemented a new integrated HR and Payroll system which has enabled access to better quality employee information.
- We have launched a Developing the Young Workforce initiative in Clackmannanshire.

- We have supported the Syrian refugee resettlement scheme in Clackmannanshire
- We have developed the Scottish Attainment Challenge in Clackmannanshire
- We have implemented health hotspots in each of our 3 secondary schools.
- The Council's Procurement Strategy requires that, when specifying the supply of goods and services, we will specify community benefits wherever possible, to create opportunities for employment and training.
- Clackmannanshire Council has embedded a fuel poverty programme. Practical information and advice is provided on ClacksWeb and home visits and local surgeries are also available, providing opportunities to speak to trained advisors offering free and impartial energy efficiency advice.

### **Clackmannanshire Young Parents Programme**

Clackmannanshire continues to deliver support to young mothers through the Young Parents Programme delivered by Clackmannanshire Council working in partnership with a range of services. The programme aims to support young mothers to maintain or return to Education or to access further education or employment. Over the last 2 years the project has supported 82 young mothers in Clackmannanshire, assisting them with housing and benefits advice, parenting and childcare advice, debt and money advice and education, training and employment advice. The programme uses a community learning and development approach to working with young mothers to support them to help themselves and to work with them to identify and work towards achieving their own improvement plans.

### **Community Wellbeing and Safety Partnership**

The Community Wellbeing and Safety Partnership reports to the Clackmannanshire Alliance (Community Planning Partnership). The multi-agency partnership has a remit to support and develop projects and initiatives for communities and individuals most at risk of inequality and disadvantage with specific focus on: Mental Health and Wellbeing; Poverty experienced by women and households with young children; Domestic abuse; Alcohol and Drug misuse and Geographic locations of multiple deprivation.

The partnership has developed a number of initiatives which aim to provide support to communities facing inequality in Clackmannanshire and work to support and help initiatives being taken forward by the third sector in Clackmannanshire. Innovative pilot programmes are being developed in Clackmannanshire, such as WEvolution and THRIVE, which aim to improve the outcomes for the most disadvantaged people in Clackmannanshire. Community based health and wellbeing events are also being planned for early 2017.

## **Violence Against Women Partnership and 16 Days of Action**

Clackmannanshire's Violence Against Women Partnership works every year with our Forth Valley partners to deliver a programme of events and activities to promote and raise awareness of gender based violence through a 16 Days of Action campaign. In Clackmannanshire a number of events and exhibitions were held throughout the community but also with Forth Valley College and with Council employees. Initiatives have included Women's Aid Clackmannanshire 40 year celebration exhibition; planting a white ribbon of white crocuses at Forth Valley College Alloa Campus; events and learning around domestic abuse, race and religion, and training has been provided on domestic abuse during the campaign.

## **Healthy Working Lives**

Clackmannanshire Council continues to support initiatives to promote Healthy Working Lives amongst Council employees. Since 2015 a number of initiatives have been taken forward for employees including: health information newsletters for employees and their families via our staff intranet CONNECT; information on stress control classes; information to coincide with Mental Health Awareness Week in May 2016 including an information stand for employees and relaxation workshops.

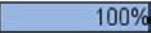

Healthier Working Lives project and initiatives have also been developed around Race for Life Events; 500 Mile Challenge and the ChooseToLose@work employee weight loss programme.


Information on Healthy Working Lives is distributed throughout Council buildings and on the employee intranet site CONNECT.

The following tables provide our performance in more detail against each of the Outcomes and against each action.

6 Report on Mainstreaming Equality 2013/17

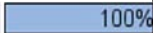

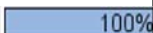



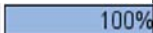


- 1) Outcome: Hate crime is reduced and victims of hate crime are better supported.  
Protected Group: All

ACTION	Progress	Expected Outcome	Latest Note	Lead
Contribute to the Central Scotland Multi Agency Hate Response Strategy with partners	 100%		<p>Clackmannanshire Council contributes to the Multi-Agency Hate Response Strategy along with our partners. This includes third party reporting of hate crimes where appropriate. Information on Hate Crimes being committed in Clackmannanshire is reported by Police Scotland to the Council's Scrutiny Committee on a 6 monthly basis.</p> <p>Central Scotland Regional Equality Council (CSREC) gathers data from partners of the Multi-Agency Hate Response Strategy Group (MAHRS Group) and produces quarterly reports on hate incidents and hate crimes in Central Scotland/Forth Valley for partners. There are 2 third party reporting centres in Clackmannanshire namely; Clackmannanshire Travelling Persons Site and Scottish Disability Equality Forum.</p> <p>Hate crime is largely under-reported and CESREC has been raising awareness about Hate Crime more recently in Clackmannanshire and equality toolkits have been distributed to schools. Recent quarterly reports show an emerging trend of proportionately high incidents of reported hate crime in Clackmannanshire, which may relate to increased awareness. However, Clackmannanshire Council does not currently have the capability to record or report on hate incidents, therefore this remains an area for improvement over</p>	Strategy and Customer Services



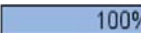

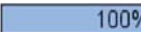



			the coming cycle, as per the next action.	
Add facility to identify hate incidents through Potentially Violent Persons reporting within the Council.	0%		Clackmannanshire Council will review its process for recording PVP in 2017/18. This will include consideration of recording hate incidents.	Strategy and Customer Services

Description	2015/16	2016/17	2016/17	Lead
	Value	Value	Note	
Number of hate incidents reported.	56	24	This figure provides an update to quarter 2 of 2016/17 (up to September 2016). The full year figure will be reported in due course. The majority of incidents in Clackmannanshire are related to race with the highest perpetrator groups being white European followed by white Scottish. The majority of incidents in Clackmannanshire take place in a dwelling or in the street.	Strategy and Customer Services
Number of hate crimes detected.	80%	55%	This figure provides an update to quarter 2 of 2016/17 (up to September 2016). The full year figure will be reported in due course. The detection rate for hate crimes in each of the Council areas in Forth Valley has fallen between 2015/16 and 2016/17. Central Scotland Regional Equality Council continue to monitor performance in partnership with MAHRS partners.	Strategy and Customer Services

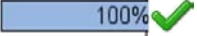

**2) Outcome: Children and young people are respectful and understanding of all Protected Characteristic Groups**  
**Protected Group: All**

<b>ACTION</b>	<b>Progress</b>	<b>Expected Outcome</b>	<b>Latest Note</b>	<b>Lead</b>
Curriculum for Excellence further implemented in all schools.	 100%		Curriculum for Excellence has been implemented in all schools in Clackmannanshire.	Education
Implementation of GIRFEC. Safe, Healthy, Nurtured, Achieving, Responsible, Respected, Included.	 100%		GIRFEC has been implemented in all schools in Clackmannanshire.	Education
All schools are working towards 'Promoting Health and Well Being Accreditation scheme'. A Local Authority Award Bearing programme aimed at social inclusion and promotion of diversity.	 100%		Health and wellbeing is one of the eight areas contributing to the experiences and outcomes within the Curriculum for Excellence framework which has replaced this scheme. Learning covers areas such as physical education, food and health, substance misuse, relationships, sexual health, parenthood, social and life skills, dependent on the age, development and maturity of each individual child.	Education
Comenius Projects	 100%		The Comenius programme was part of the EU's Lifelong Learning Programme 2007–2013. It aimed to help young people and educational staff better understand the range of European cultures, languages and values.  This project has since been replaced by the National Curriculum	Education
Access to more sporting / fitness opportunities for Muslim women.			Participation in sports/fitness activities for Muslim women is comparatively low although there is some local evidence of Pilates classes in Clackmannanshire.	Education

**3) Outcome: The reporting of domestic abuse is increased and support to victims is improved.  
Protected Group: Gender**







ACTION	Progress	Expected Outcome	Latest Note	Lead
Maintain the activity of the Violence Against Women Partnership.			The Violence Against Women Partnership in Clackmannanshire meets on a quarterly basis to co-ordinate activities in Clackmannanshire. The strategic direction of the partnership is outlined in the Violence Against Women Strategy which was agreed in 2015.	Strategy and Customer Services
Contribute to any multi agency conference convened to address the issue of individual offenders or victims.			<p>Clackmannanshire jointly hosts the annual 16 days of action campaign with Stirling and Falkirk Council. This is held in November each year. Clackmannanshire hosted the event in 2014 and will be due to host the event again in 2017. The 2016 event had a strong focus on violence faced by protected groups particularly faith and religion.</p> <p>Both the MARAC and MATAC processes are supported by the appropriate services on a monthly basis and in 2016 a multi-agency MARAC awareness event was held in Clackmannanshire to raise awareness of the process with services.</p>	Strategy and Customer Services
Support third sector organisations engaged in raising awareness or supporting victims.			A number of 3 <sup>rd</sup> sector groups are members of the Violence Against Women Partnership and all are invited to be part of the 16 Days of Action campaign as well as training and awareness raising sessions held in Clackmannanshire. Since 2013 18 domestic abuse training sessions have been delivered to 167 delegates in Clackmannanshire.	Strategy and Customer Services
Treat homelessness as a result of domestic abuse as priority cases.			Clackmannanshire Council Housing Services are represented on the Violence Against Women Partnership and homeless presentations are recorded and reported to the Violence Against Women Partnership.	Strategy and Customer Services



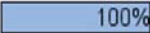

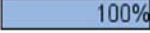

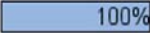

<p>Provide training in domestic abuse awareness to employees and extend to outside agencies.</p>		<p>Domestic Abuse training is provided to the following staff:  Education and teaching staff  Housing officers  Social workers</p> <p>This training is also offered and provided to partner agencies including:</p> <p>Scottish Fire and Rescue Service  Police Scotland  NHS staff  Third sector agencies working in Clackmannanshire.  Forth Valley College</p>	<p>Strategy and Customer Services</p>
<p>Awareness raising through website, leaflets, training, "16 Days of Action" and other events</p>		<p>Significant awareness raising activity is carried out for 16 Days of Action. These include the production of a newsletter, posters, leaflets, promotional materials and giveaways, presentational materials and advertising through web, social media and local press. A public protection newsletter has also been developed to help raise awareness of domestic abuse across Forth Valley.</p>	<p>Strategy and Customer Services</p>









Description	2014/16	2015/16	Note	Lead
	Value			
Number of organisations supported.	6	6	This work is being co-ordinated through the Clackmannanshire Violence Against Women Partnership. The organisations supported in Clackmannanshire include Open Secret, Rape Crisis, Victim Support, Relationship Counselling, Clackmannanshire Womens Aid and Caledonian Project.	Strategy and Customer Services
Number of victims supported	345	316	This work is being co-ordinated through the Clackmannanshire Violence Against Women Partnership. Statistics on the number of women supported in Clackmannanshire is submitted to the partnership although improvements in the way that this is done and co-ordinated are planned in 2017/18. Each organisation submits information on clients accessing their services but there is no current mechanism to understand if clients are accessing multiple services in Clackmannanshire.	Strategy and Customer Services
Number of homeless cases housed where domestic abuse was a factor.	60	52	This work is being co-ordinated through the Clackmannanshire Violence Against Women Partnership. There were 52 homeless presentations in 2015/16 where domestic abuse was cited as a factor.	Housing Services
Number of people attending training.	43	72	This work is being co-ordinated through the Clackmannanshire Violence Against Women Partnership.	Strategy and Customer Services
Number of training course held.	6	7	In 2016, in addition to level 1 and level 2 domestic abuse sessions there were targeted sessions to ESOL students, council trades people and community wardens.	Strategy and Customer Services
Number of: Leaflet drops, Poster campaigns Public events	3	3	Campaigns supported have included 16 Days of Action and International Women's Day.	Strategy and Customer Services

**4) Outcome: The Licensing process is made more accessible to those whose first language is not English  
Protected Group: Race**







ACTION	Progress	Expected Outcome	Latest Note	Lead
All application and guidance documents will include a statement in the main minority languages that translation of the document is available.	 100%		The Statement of Licensing Policy 2013/16 makes clear that all licensing applications form and guidance will offer a translation service for minority languages. A statement on the relevant pages of ClacksWeb provides information on translation services.	Development and Environment
Interpreters will be made available at Licensing Board hearings if required	 100%		The Statement of Licensing Policy 2013/16 makes clear that an interpretation service will be provided at Licensing Board hearings if requested. A statement on the relevant part of ClacksWeb provides information on translation and interpretation services.	Development and Environment
Equality Monitoring forms will be issued to applicants to allow analysis of applications	 100%		Equality monitoring forms are not currently issued to all licensing applicants, however this will commence in 2017/18.	Development and Environment

**Outcomes: 5) Young people from the LGBT community feel more supported and Lesbian, gay, bi-sexual and transgender pupils are supported in education. 6) Lesbian, gay, bisexual and transgender pupils are supported in Education. Protected Group: Sexuality**



ACTION	Progress	Expected Outcome	Latest Note	Lead
Provide an LGTB Youth Support Group	 100%		<p>Clax LGBT Youth Group is open to lesbian, gay, bisexual, transgender and intersex (LGBTI) young people and their friends. The group meets fortnightly in the Bowmar Centre, Alloa.</p> <p>The group is open anyone aged 13-25 years old and group members are encouraged and supported to take the lead.</p> <p>The group currently has 24 members.</p> <p>The group is working towards LGBT accreditation.</p>	Education
Secondary schools will host 'health spot' clinics which young people can access to address issues around their physical, emotional or sexual health and well being.	 100%		<p>Health Spots are held each week in each secondary school in Clackmannanshire. These cover a range of issues including sexual health and well-being.</p>	Education
All schools are working towards 'Promoting Health and Well Being Accreditation scheme'. A Local Authority Award Bearing programme aimed at social inclusion and promotion of diversity.	 100%		<p>Health and wellbeing is one of the eight areas contributing to the experiences and outcomes within the Curriculum for Excellence framework which has replaced this scheme. Learning covers areas such as physical education, food and health, substance misuse, relationships, sexual health, parenthood, social and life skills, dependent on the age, development and maturity of each individual child.</p>	Education

EPS and Youth Services devising a strategy aimed at anti-bullying particularly including issues of homophobic bullying and community attitudes	 100%		An anti-bullying policy is in place in Clackmannanshire which incorporates the requirement to record and report on discriminatory behaviour.  Homophobia, transphobia and 3 <sup>rd</sup> party reporting are themes covered by the LGBT youth support group.	Education
Stonewall, Celebrating Difference DVD, Stonewall Scotland School Champions Programme.	 0%		This action has been met by implementation of the National Curriculum and this scheme was therefore not progressed	Education
Information in SHARE(Secondary Sexual Health Programme)	 100%		This programme is being delivered in each of the 3 secondary schools in Clackmannanshire.	Education
Relationships, Sexual Health and Parenthood Education Curriculum	 100%		This programme is being delivered in each of the 3 secondary schools in Clackmannanshire	Education



**7) Outcomes: Children and young people are knowledgeable and understanding of issue relating to sex, sexual health and relationships.  
Protected Group: Sexuality**

<b>ACTION</b>	<b>Progress</b>	<b>Expected Outcome</b>	<b>Latest Note</b>	<b>Lead</b>
Implement Feel, Think , Do	 100%		All primary schools in Clackmannanshire are delivering this programme.	Education
Development of Relationships, Sexual Health and Parenthood Education Framework (2013) for Clacks and Stirling	 100%		The Relationships Sexual Health and Parenthood (RHSP) Framework was developed by a Clackmannanshire and Stirling multi -agency group (2014) with support from Education Scotland, to provide guidance for Relationships, Sexual Health and Parenthood Education and health promoting activities for Primary Schools, in line with key national and local strategies and initiatives. It was updated in July 2016 to take into account The Children and Young People (Scotland) Act 2014. The framework continues to be implemented in all primary schools.	Education
Support via Health Spots	 100%		Health spots are provided in each of the 3 secondary schools on a weekly basis.	

**8) Outcomes: Barriers to Educational Attainment relating to disability are reduced.  
Protected Group: Disability**

<b>ACTION</b>	<b>Progress</b>	<b>Expected Outcome</b>	<b>Latest Note</b>	<b>Lead</b>
Continuation of Active Schools Co-ordinator for pupils with ASN / disability.	100% 		The Active schools co-ordinator post for pupils with Additional Support Needs/Disabilities is in place for Clackmannanshire.	Education
All schools are working towards 'Promoting Health and Well Being Accreditation scheme'. A Local Authority Award Bearing programme aimed at social inclusion and promotion of diversity.	100% 		Health and wellbeing is one of the eight areas contributing to the experiences and outcomes within the Curriculum for Excellence framework which has replaced this scheme. Learning covers areas such as physical education, food and health, substance misuse, relationships, sexual health, parenthood, social and life skills, dependent on the age, development and maturity of each individual child.	Education



**9) Outcomes: People with disabilities have better access to Council buildings, public space, streets and public transport.  
Protected Group: Disability**

ACTION	Progress	Expected Outcome	Latest Note	Lead
Improve accessibility of Council buildings to the disabled			91% of all council buildings are now accessible. The main Council buildings are fully accessible and all Community Access Points are fully accessible.	Development and Environment
Establish a prioritised audit of all streets based on the "Roads for All" and "Designing for Streets" guidelines.	<input type="text" value="0%"/>		Over time it emerged that the resources for this project were significant and not commensurate with those available given other priorities. Given this, the approach was subsequently adapted to ensure that all streets being improved are compliant with 'Roads for All' and 'Designing for Streets' guidelines. 'Access for all' guidance has been produced by Clackmannanshire Council and is available on ClacksWeb and guidance on safer footways for pedestrians has also been published on ClacksWeb.	Development and Environment
Implement prioritised street improvements based on the results of the street audit.	<input type="text" value="0%"/>		As above.	Development and Environment
Incorporate support for disabled users into any supported public transport initiative.	<input type="text" value="100%"/>		Information on the range of support provided for disabled users is available on ClacksWeb. This includes information on concessionary travel and support available for accessing public transport.  <a href="http://www.clacksweb.org.uk/transport/accessforall/">http://www.clacksweb.org.uk/transport/accessforall/</a>	Development and Environment



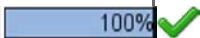

Indicators	Baseline (2013)	2015 Update	Progress to date August 2016
% of buildings accessible as measured by the former SPI	85%	89%	91%

**10) Outcomes: Young parents are supported to return to education, training and employment.  
Protected Group: Maternity and Pregnancy**

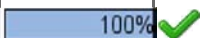

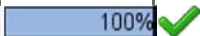

ACTION	Progress	Expected Outcome	Latest Note	Lead
Provide a Young Parents Project using a key worker approach to supporting young parents to engage with education, training and employment	100% 		Young Parents Key Worker project is now well established in Clackmannanshire. The young parents key worker continues to work closely with Education, social services and health to support young mums to engaging with education, training and employment. Since April 2015 82 young parents have been supported by the project.	Strategy and Customer Services
Implementing and monitoring Teenage Mothers in School Guidance (2012)	100% 		The policy which sets out our approach in managing and supporting teenage mothers in school is the Monitoring Teenage Mothers in Schools Guidance. The Young Parents worker fully supports implementation of this guidance in partnership with Education and other appropriate partners.	Strategy and Customer Services

Indicators	Baseline (2013)	2016/17 Update	Latest Note
Number of young parents engaging with the group.	15	82	The Young Parents project continues to provide support to vulnerable young parents in Clackmannanshire. This project is key in supporting young mums to return to education, training and employment. The figures provided are achievements since 2015.
Numbers in education/ training	5	5	
Number in employment	3	6	
Number gaining qualification	-	30	

**11) Outcomes: Young people recognise and understand religious diversity and the importance of religion in society**  
**Protected Group: Religion**

<b>ACTION</b>	<b>Progress</b>	<b>Expected Outcome</b>	<b>Latest Note</b>	<b>Lead</b>
Curriculum for Excellence further implemented in all schools.			Religious and moral education in non-denominational schools and religious education in Roman Catholic schools is one of the eight core curriculum areas within Curriculum for Excellence which has been implemented in all Clackmannanshire schools.	Education





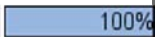

**12) Outcomes: Educational opportunities are made available to older people.**  
**Protected Group: Age**


<b>ACTION</b>	<b>Progress</b>	<b>Expected Outcome</b>	<b>Latest Note</b>	<b>Lead</b>
Active Communities officer delivers classes to 50+ participants			The Active Communities Officer continues to deliver a range of exercise classes to participants who are over the age of 50. 355 people over 50 years of age have accessed these classes in 2015/16 which has exceeded targets originally set.	Education
RSVP programme – programme to involve senior retired volunteers to assist with learning in schools.			Volunteering Matters have implemented the Retired and Senior Volunteer Programmes (RSVP) offer volunteering in local schools in Clackmannanshire, for people aged 50+, where they can support pupils with reading, maths or specialized subjects.	Education

**13) Outcomes: Employees of the Council with protected characteristics feel supported and have equal opportunities.**

Indicators	2015/16	2016/17	Progress to date August 2016
Number of Managers and Team Leaders completing training	70	Not available	All managers and team leaders have completed training on equalities as part of the Council's Leadership and Development Programme. Specific training was also provided on completing Equality Impact Assessments. Further training on equalities will be provided throughout 2017/18 commencing in March 2017.
Number of employees completing the Equality and Diversity elearning module	18	65	We have seen an increase over the past two years in the number of employees completing the module. In 2016/17 it was agreed that this module would be mandatory for all new employees as part of the induction process.
Number of candidates interviewed via "2 ticks"		This information is not recorded.	This scheme has now been replaced by the Disability Confident scheme.

**Protected Group: All**

ACTION	Progress	Expected Outcome	Latest Note	Lead
Establish "Dignity at Work" policy	 100%		The Council's Dignity at Work policy is implemented	Resources and Governance
Incorporate Equality and Diversity Training through the Leadership Development Programme	 100%		The Council has delivered a programme of equality and diversity training to managers and team leaders through the Leadership and Development Programme. Equality and Diversity elearning course is now mandatory for all new staff as part of the induction programme.	Resources and Governance
Create an eLearning module on Equality and Diversity	 100%		Module now available on Clacks Academy and is a mandatory element of staff induction.	Resources and Governance

<p>Maintain "2 ticks" process for job candidates with disabilities.</p>	<p>100%</p> 	<p>Clackmannanshire Council has now transferred from the positive about disability 'Two Ticks' scheme to the new Disability Confident Scheme which aims to give employers the tools they need to recruit, retain and develop disabled people in their workforce.</p>	<p>Resources and Governance</p>
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## 7 Clackmannanshire Council's Equality Outcomes 2017-2021.

Clackmannanshire Council has developed 6 new outcomes in its Equality Mainstreaming Report for 2017-21. These outcomes include matters for the Council and employees as well as the broad areas of poverty, health and well-being, access to services and safety. We are also required to include an outcome for Education which is included in the set of outcomes contained in this report.

In developing our Equality Outcomes for 2017/22 we have reviewed key policies and research on Equality and Diversity; reviewed good practice elsewhere in the UK; reviewed existing local evidence and information and engaged with key partners and stakeholders. We have also taken into consideration the range of advice and guidance documents published by the EHRC on assessing and developing outcomes on Equalities (<https://www.equalityhumanrights.com/en/advice-and-guidance/guidance-scottish-public-authorities>).

The following reports and evidence have been reviewed in developing our outcomes;

Existing evidence and data on achieving previous outcomes set out in the Mainstream Report 2013/17;

Data on the local profile of equalities and protected groups in Clackmannanshire (census; Scottish Index of Deprivation; Health and Well-being Profiles);

Community Planning Partnership Strategies and Plans

Corporate Council Strategies and Plans

HR and OD Policies

Existing Equality Impact Assessments (EQIAs)

Employee monitoring data and Gender Pay Gap data

Forth Valley LGBTI Survey

Support to Female Victims of Gender Based Violence within the Court System Survey in Clackmannanshire.

Violence against Women Partnership Performance Framework Survey Results for Clackmannanshire 2016.

We have also engaged with a range of Council services and with a range of representative groups in Clackmannanshire. Our engagement has included face to face, electronic and written means.

A formal consultation on our Mainstream Report for 2017/21 ran in late January/February 2017 and was hosted on our Citizen Space consultation database.

Face to face engagement was held with:

- Public Partnership Forum
- Alloa Central Group
- VOICES Group
- LGBTI Youth Forum

Written responses were received from Violence Against Women Partnership; Central Scotland Regional Equality Council (CSREC); Churches; Clackmannanshire Third Sector Interface (CTSI).

The following groups were invited to participate in the consultation:

<b>Central Scotland Regional Equality Public Partnership Forum Council (CSREC)</b>	
<b>Church Forum</b>	People First: Alloa Central Group VOICES Group
<b>Violence Against Women Partnership</b>	Community Justice Partnership
<b>Community Safety and Well-being Partnership</b>	Health and Social Care Integrated Joint Board
<b>LGBTI Youth Forum</b>	Clackmannanshire Third Sector Initiative
<b>Parent Councils</b>	Older Peoples Forum
<b>Tenants and Residents Federation</b>	Community Councils

## Mainstreaming Equality; Our Outcomes for 2017/21

We have developed six new Equality Outcomes which are outlined below.

We have set out which of the protected characteristics each outcome applies to and which aspect of the duty it will help us to meet. Actions that we will take to achieve these outcomes are also detailed. We intend these outcomes to be strategic and to provide a degree of flexibility in achieving them in response to new and developing policies on key areas of legislation. Clackmannanshire Council along with our partners are developing a number of strategies and framework documents which will contribute to the delivery of our Equality Outcomes for 2017/21.

- 1. Access to services will be improved by better understanding about the challenges facing different groups and our response to their requirements.**
- 2. People in Clackmannanshire will feel safe.**
- 3. The gap between educational attainment of those with protected characteristics and those without is reduced.**
- 4. People in Clackmannanshire will have improved physical and mental wellbeing and will experience fewer health inequalities.**
- 5. Our organisation values and respects our employees and involves all equally in improving our services.**
- 6. We will work with our partners to reduce poverty and the impact of poverty on protected groups in Clackmannanshire.**

These outcomes and actions are set out in more detail below. We will develop measures to help us understand the impact of our actions in meeting these outcomes in early 2017. We will do this through engagement with relevant services and monitor through a corporate equalities group which will be established in 2017.

## 2017/21 Outcomes and Actions

<b>Outcome</b>	<b>Access to services will be improved by better understanding about the challenges facing different groups and our response to their requirements.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity Foster good relationships</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
We will improve how we collect and use equalities data and evidence making use of existing mechanisms such as Clacks 1000 Citizens Panel and other regular surveys.	August 2017 and annually thereafter	Strategy and Customer Services
We will increase our awareness raising work with staff and partners particularly front facing employees through a programme of training on equality and diversity	Ongoing programme commencing in March 2017.	Strategy and Customer Services
We will provide awareness raising briefing sessions for our new elected members as part of the members induction process.	December 2017	Strategy and Customer Services
We will review our main communication mechanisms to ensure that they are appropriate for protected groups.	Ongoing commencing in April 2017	Strategy and Customer Services
We will review our mechanisms for engaging with protected groups on how we deliver and improve services.	Ongoing commencing in August 2017	Strategy and Customer Services
We will establish a corporate working group on equality to take the lead in co-ordinating policy, initiatives and events in respect of equality and	Ongoing commencing in August 2017	Strategy and Customer Services



diversity and implementation of this plan.		
We will run further awareness raising sessions on carrying out Equality Impact Assessments (EQIA).	November 2017	Strategy and Customer Services
We will improve access to translation and interpretation services and ensure key documents are available in languages other than English.	December 2017	Strategy and Customer Services
We will review corporately how we are gathering information and monitoring equalities groups using our services.	March 2018	Strategy and Customer Services
We will review how we gather and publish information on gender pay gap information in line with new regulations which come into force April 2018	April 2018	Strategy and Customer Services Resources and Governance
We will develop a strategy on our use of British Sign Language in line with the BSL (Scotland) Act 2015 and guidance.	July 2018	Strategy and Customer Services

<b>Outcome</b>	<b>People in Clackmannanshire will feel safe.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
We will work with our partners to improve how we record and report Hate Crimes in Clackmannanshire.	December 2017	Strategy and Customer Services
We will continue to support the implementation of the Violence Against Women Partnership Strategy and Action Plan.	March 2018	Strategy and Customer Services Violence Against Women Partnership
We will review how we support and monitor services	December 2017	Strategy and Customer Services

to address hate crimes against those with disabilities in Clackmannanshire.		
We will support the development of and raise awareness of MARAC with Council employees and partners.	July 2017	Strategy and Customer Services
We will work with Community Planning Partners to implement the new Equally Safe Delivery Plan when published by Scottish Government.	March 2018	Strategy and Customer Services Violence Against Women Partnership

<b>Outcome</b>	<b>The gap between educational attainment of those with protected characteristics and those without is reduced.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
We will revise our Corporate Parenting Strategy in Clackmannanshire. This will have a key focus on reducing inequalities for young people in Clackmannanshire.	April 2018	Social Services Education
We will develop our School Improvement Plan in line with National Improvement Framework Priorities. One of the priorities is on closing the attainment gap between the most and least disadvantaged children.	March 2018	Education
We will refresh our Integrated Children's Services Plan which will have a key focus on reducing inequalities for young people in Clackmannanshire.	May 2017	Social Services Education Key Partners
We will implement the Scottish Attainment Challenge in Clackmannanshire.	Ongoing from April 2017	Education

We will implement our guidance on 'Support for Transgender and Gender Variant Children in School'.	Ongoing from April 2017	Education
We will deliver specifically targeted programmes of sport for protected groups and will continue to work in partnership with the Forth Valley Disability Sports groups to	Commence August 2017	Education
We will continue to deliver health 'hotspots' in each secondary school in Clackmannanshire.	Ongoing from April 2017	Education
We will continue to support and develop our LGBTI Youth Forum in Clackmannanshire	Ongoing from April 2017	Education
We will revise our Education Anti-bullying Policy and guidance.	March 2018	Education
We will implement our Parent and Family Support Strategy in Clackmannanshire	Ongoing from April 2017	Education
We will continue to provide opportunities for individuals with protected characteristics to increase their qualifications through delivery of the Council's Employability programme	Ongoing from April 2017	Development and Environment

<b>Outcome</b>	<b>People in Clackmannanshire will have improved physical and mental wellbeing and will experience fewer health inequalities.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
We will roll out a programme of mental health first aid training to staff and partners through the	August 2017	Strategy and Customer Services Community Wellbeing and Safety

Community Wellbeing and Safety Partnership.		Partnership
We will roll out training on identifying substance misuse, child and adult protection and domestic abuse to a range of partners through the Community Safety and Wellbeing Partnership.	April 2017	Strategy and Customer Services Community Wellbeing and Safety Partnership
We will continue to deliver health 'hotspots' in each secondary school in Clackmannanshire.	Ongoing from April 2017	Strategy and Customer Services Community Wellbeing and Safety Partnership
Working with our partners we will support third sector organisations to identify inequalities and develop assets based community led responses	December 2017	Strategy and Customer Services Community Wellbeing and Safety Partnership
We will run a number of Health and Wellbeing events in Clackmannanshire with a focus on our most disadvantaged communities.	April and May 2017	Strategy and Customer Services Community Wellbeing and Safety Partnership
We will continue to deliver a specifically targeted programme of curricular, extra curricular and school holiday sporting activities in the local primary, secondary and special schools and leisure facilities for protected groups.	March 2018	Strategy and Customer Services Community Wellbeing and Safety Partnership
We will continue to provide a programme of wellbeing courses and workshops including stress control, managing stress, assertiveness, self esteem, improving your mood, relaxation, 'keeping the heid' to communities in Clackmannanshire.	December 2017	Strategy and Customer Services Community Wellbeing and Safety Partnership

<b>Outcome</b>	<b>Our organisation values and respects our employees and involves all equally in improving our services.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity Foster good relationships</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
We will continue to provide access to stress control classes for all staff.	Ongoing from April 2017	Resources and Governance
We will review access to training and uptake of training for protected groups of employees.	March 2018	Resources and Governance
We will implement equalities training as part of the induction process for all new employees.	July 2017	Strategy and Customer Services
We will review key HR policies in respect of equality and diversity on a rolling basis.	Ongoing	Resources and Governance
We will review our policies on recruitment to ensure appropriate activities are undertaken to target under represented groups employed by Clackmannanshire Council.	August 2018	Resources and Governance
We will continue to provide appropriate support to enable our staff with disabilities to carry out their duties (ie hearing aids and specialist equipment, visual aids and specialist equipment, physical aids and specialist equipment).	Ongoing	Resources and Governance
We will provide briefings/training on Equality and Diversity to all Elected Members as part of their induction programme following Local Elections in May 2017.	December 2017	Strategy and Customer Services

We will review our main internal communication mechanisms to ensure that they are appropriate for protected groups.	December 2017	Strategy and Customer Services
We will review our mechanisms for internally engaging with protected groups on how we deliver and improve services (ie focus groups/workshops with employees).	December 2017	Strategy and Customer Services Resources and Governance
We will improve the health of Clackmannanshire Council's employees through work towards achieving the Health Working Lives Gold Award.	December 2017	Resources and Governance
We will maintain our Disability Confident status.	March 2017	Resources and Governance

<b>Outcome</b>	<b>We will work with our partners to reduce poverty and the impact of poverty on protected groups in Clackmannanshire.</b>	
<i>General Duty</i>	<i>Eliminate unlawful discrimination, harassment and victimisation Advance equality of opportunity Foster good relationships</i>	
<i>Protected Characteristics</i>	<i>All</i>	
<b><u>Actions</u></b>	<b><u>Timescales</u></b>	<b><u>Lead</u></b>
Working with our Community Planning Partners we will undertake a strategic needs assessment on poverty in Clackmannanshire. This will inform the development of the Local Outcome Improvement Plan (LOIP) and Localities Plans.	July 2017	Strategy and Customer Services Clackmannanshire Alliance
Working with a range of partners we will continue to	October 2018	Development and Environment

provide a range of initiatives aimed at minimising the impact of fuel poverty in Clackmannanshire.		Community Safety and Wellbeing Partnership.
Working with our Community Planning Partners we will pilot a programme of work to support women on low incomes in Clackmannanshire.	December 2017	Strategy and Customer Services Clackmannanshire Alliance
We will continue to support financial inclusion services for protected groups in Clackmannanshire.	December 2017	Strategy and Customer Services
We will work with our Community Planning Partners to ensure that information on the availability of services in Clackmannanshire is accessible to local GPs and other health professionals.	March 2018	Strategy and Customer Services Clackmannanshire Alliance
We will continue to provide the Choose Life Programme in Clackmannanshire to help address mental health and risk of suicide.	July 2017	Integrated Mental Health Team
Working with our Community Planning Partners we will ensure that efforts to facilitate, support and co-ordinate the provision of employability services in Clackmannanshire include protected groups.	December 2018	Development and Environment Local Employability Partnership
Work to ensure that the region-wide economic benefits of the City Deal help to reduce poverty and the impact of poverty on protected groups in Clackmannanshire.	March 2018	Clackmannanshire Council Development and Environment





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**Report to Clackmannanshire Council**

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**Date of Meeting: 9 March 2017**

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**Subject: Placing Request – Reserved Places**

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**Report by: Chief Education Officer**

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**1.0 Purpose**

- 1.1. This paper identifies the number of places requiring to be reserved in Clackmannanshire's schools during academic session 2017/18 to ensure there is sufficient provision for children at their local catchment schools. Reserving places allows the Education Authority to manage the admission to schools within the local area ensuring that children arriving late in the catchment area can still be accommodated and that there is no detriment to provision of education.
- 1.2. The Council's placing request policy takes account of reserved places. This paper updates the reserved places position for academic session 2017/18.
- 1.3. The paper provides information on the schools where it is recommended that places be reserved.

**2.0 Recommendations**

Clackmannanshire Council agrees to:

- 2.1 approve the recommended places to be reserved for catchment area children for session 2017/18 at the following primary schools : Abercromby, Menstrie, Redwell, St Serf's, and Sunnyside.
- 2.2 delegate authority to the Chief Education Officer to determine allocation of reserved places at specific year stages in each school.

**3.0 Considerations**

- 3.1 Under the terms of the Education (Scotland) Act 1980, parents have the right to express a preference for their child to attend a school of their choice other than the local catchment school. The local authority accommodates these requests where it has no resource or other implication for the requested school.

- 3.2 The Education (Scotland) Act 1996, as amended by the Standards in Scotland's Schools etc. Act 2000 gives Education Authorities the power to reserve places at specific schools for children who move into school catchment areas after enrolment had been completed. Numbers can be significant through build or other factors. Reserved places may be allocated to particular year stages by the Chief Education Officer, or nominated officer.
- 3.3 Clackmannanshire Council continues to experience pressure on school rolls in some schools. Provision for pupils moving into the catchment area needs to be made by utilising the reserved places legislation to reserve spaces within establishments and avoid the need for alternative placements having to be made.
- 3.4 The Service continues to work closely with colleagues in Planning over the educational implications of new housing developments.
- 3.5 Places are reserved on a combination of factors including:
- Anticipated capacity pressures due to planned house build within school catchment areas. Information on this is gathered from local land plan audit and meetings with the Council's planning service.
  - A history of late enrolment. In this context a late enrolment is defined as an enrolment that takes place after placing request decisions are made for the following academic year in April and the end of the session in June
- 3.6 The schools at which places will be reserved and the number of places to be reserved are reviewed annually.
- 3.7 In Clackmannanshire certain schools are near capacity at certain year stages and it is recommended that places be reserved at the following schools:

3.7.1 Abercromby Primary School

Abercromby Primary School has received 11 late enrolments for 2016/17 and currently only has 3 spaces available at Primary 1 for next session. It is also recognised that as the work progresses on the new Tullibody South Campus that the popularity of Abercromby Primary will increase. 9 spaces were reserved at Abercromby for this session and it is recommended that these places be maintained at 9 for 2017/18.

3.7.2 Menstrie Primary School

The roll of Menstrie Primary is increasing and an additional classroom is required for the 2017/18 school session, as a result it is important that placing requests are managed carefully. It also has a number of year groups which already have classes for next session which are full. The school had 17 late enrolments in 2016/17 and it is recommended that reserved places be set at 8 for 2017/18 session.

### 3.7.3 Redwell Primary School

Redwell Primary School, remains is very popular with parents. It received 15 placing requests last year, 8 of these were accepted from parents of children who have siblings in the school. The school continues to have a high level of late enrolments (20 in 2016/17), partly due to the continuing build of new houses in the area. It is having to create an additional class for next session and has a number of year groups which are larger than average as a result of historical placing requests into the former St Johns primary school who transferred to Redwell when it was built. Last year 12 places were reserved and it is recommended that this number be retained on the basis of the continuing demand for places and the number of late enrolments.

### 3.7.4 St Serf's Primary School

St Serf's Primary School had 16 placing requests accepted in the current session (from families who already had children attending at the school). 10 places were refused. The school is nearing capacity and an additional class was created in 2016. St Serfs had 25 late enrolments in 2016/17 and it is proposed that the 8 reserved places in 2016/17 be maintained for 2017/18

### 3.7.5 Sunnyside Primary School

Sunnyside Primary School received 20 placing requests last year. Of these 10, were refused. It is recommended that the number of reserved spaces be retained at 14 for 2017/18

## **4.0 Sustainability Implications**

- 4.1 By reserving places the Education Authority can ensure places are available for children moving into the catchment area, including families who may have been placed in temporary accommodation or from travelling families.

## **5.0 Resource Implications**

### 5.1 Financial Details

Reserving places supports efficient use of resources and reduces the likelihood of having to deploy additional resources to accommodate catchment pupils at a later date. Failure to secure reserved places could result in resource implications such as additional staffing, transport or building costs.

- 5.2 There will be no financial implications if reserved places are secured in line with recommendations in this report.

- 5.2.1 Finance has been consulted and have agreed the financial implications as set out in the report.

5.3 There will be no staffing implications if reserved places are secured in line with recommendations in this report.

## 6.0 Exempt Reports

6.1 Is this report exempt? No

## 7.0 Declarations

The recommendations contained within this report support or implement our Corporate Priorities and Council Policies.

### (1) Our Priorities

The area has a positive image and attracts people and businesses   
Our communities are more cohesive and inclusive   
People are better skilled, trained and ready for learning and employment  
Our communities are safer  
Vulnerable people and families are supported   
Substance misuse and its effects are reduced  
Health is improving and health inequalities are reducing  
The environment is protected and enhanced for all  
The Council is effective, efficient and recognised for excellence

### (2) Council Policies (Please detail)

Not applicable

## 8.0 Equalities Impact

8.1 Have you undertaken the required equalities impact assessment to ensure that no groups are adversely affected by the recommendations?

Yes  No

## 9.0 Legality

9.1 In adopting the recommendations contained in this report, the Council is acting within its legal powers. Yes

## 10.0 Appendices

Appendix 1 – Placing Requests – Reserved Places (Current and Proposed)

## 11.0 Background Papers

None.

**Author(s)**

<b>NAME</b>	<b>DESIGNATION</b>	<b>TEL NO / EXTENSION</b>
Michael Boyle	Education Business Manager	01259 452444

**Approved by**

<b>NAME</b>	<b>DESIGNATION</b>	<b>SIGNATURE</b>
Anne Pearson	Chief Education Officer	Signed: A Pearson
Elaine McPherson	Chief Executive	Signed: E McPherson



## CLACKMANNANSHIRE EDUCATION SERVICE

### Placing Request – Reserved Places ( Current and Proposed)

School	Late enrolments 2015/16	Reserved Places Current 2016/17	Placing Request Received 2016/17	Reserved Places Proposed 2017/18
Abercromby Primary	11	9	4	9
Menstrie Primary	17	9	6	8
Redwell Primary	20	12	17	12
St Serfs Primary	25	8	33	8
Sunnyside Primary	16	14	20	14

