



**Clackmannanshire
Council**

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Comhairle Siorrachd
Chlach Mhanann

Kilncraigs, Greenside Street, Alloa, FK10 1EB (Tel.01259-450000)

Meeting of Clackmannanshire Council

Thursday 18 April 2019 at 9.30 am

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



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 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.

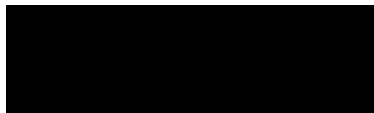
Members of the public are welcome to attend our Council and Committee meetings to see how decisions are made.

Details of all of our Council and Committee dates and agenda items are published on our website at www.clacks.gov.uk

If you require further information about Council or Committee meetings, please contact Committee Services by e-mail at CCANDWGM@clacks.gov.uk or by telephone on 01259 452006 or 452004.

10 April 2019

A MEETING of the CLACKMANNANSHIRE COUNCIL will be held within the Council Chamber, Kilncraigs, Greenside Street, Alloa, FK10 1EB, on THURSDAY 18 APRIL 2019 at 9.30 am.



**NIKKI BRIDLE
Chief Executive**

B U S I N E S S

	Page No.
1. Apologies	--
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 (Copies herewith):	
a. Clackmannanshire Council – Thursday 21 February 2019	07
b. Special Meeting of Clackmannanshire Council – Wednesday 6 March 2019	17
4. Committee Meetings Convened Since the Previous Council Meeting on 21 February 2019 (For information only)	--
(i) Appointments Committee on 20 March 2019	
(ii) People Committee on 14 March 2019	
(iii) Place Committee on 21 March 2019	
(iv) Partnership and Performance Committee on 16 April 2019	
(v) Regulatory Committee on 5 March 2019	
(vi) Licensing Boards on 26 February and 19 March 2019	
5. Programme of Council and Committee Meetings 2019-22 – report by the Monitoring Officer (Copy herewith)	27
6. Member Appointments – report by Senior Manager, Partnership and Performance (Copy herewith)	33
7. Digital Strategy – report by Strategic Director, Partnership & Performance (Copy herewith)	37

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| 8. | Mainstreaming Equalities Progress Report – report by Strategic Director, Partnership & Performance (Copy herewith) | 51 |
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EXEMPT INFORMATION

It is considered that the undernoted report is treated as exempt from the Council's general policy of disclosure of all papers by virtue of Schedule 7A, Part 1, Paragraphs 4 and 9 of the Local Government (Scotland) Act 1973. It is anticipated (although this is not certain) that the Council will resolve to exclude the press and public during consideration of this item.

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| 9. | Health and Social Care Partnership Report – report by the Chief Executive (Copy herewith) | 89 |
| 10. | Committee Recommendations Referred to Council – report by the Chief Executive (Copy herewith) | 157 |
| 11. | Stirling & Clackmannanshire City Regional Deal – Alloa West Development – report by Strategic Director (Place) (Copy herewith) | 161 |

Clackmannanshire Council – Councillors and Wards

Councillors

Wards

Provost	Tina Murphy	1	Clackmannanshire West	SNP
Councillor	Darren Lee	1	Clackmannanshire West	CONS
Councillor	George Matchett, QPM	1	Clackmannanshire West	LAB
Councillor	Les Sharp	1	Clackmannanshire West	SNP
Councillor	Donald Balsillie	2	Clackmannanshire North	SNP
Councillor	Martha Benny	2	Clackmannanshire North	CONS
Councillor	Dave Clark	2	Clackmannanshire North	LAB
Councillor	Helen Lewis	2	Clackmannanshire North	SNP
Councillor	Jane McTaggart	3	Clackmannanshire Central	SNP
Councillor	Derek Stewart	3	Clackmannanshire Central	LAB
Councillor	Mike Watson	3	Clackmannanshire Central	CONS
Councillor	Chris Dixon	4	Clackmannanshire South	IND
Councillor	Kenneth Earle	4	Clackmannanshire South	LAB
Councillor	Ellen Forson	4	Clackmannanshire South	SNP
Councillor	Craig Holden	4	Clackmannanshire South	SNP
Councillor	Graham Lindsay	5	Clackmannanshire East	SNP
Councillor	Kathleen Martin	5	Clackmannanshire East	LAB
Councillor	Bill Mason	5	Clackmannanshire East	CONS



MINUTES OF MEETING of the CLACKMANNANSHIRE COUNCIL held within the Council Chamber, Kilncraigs, Greenside Street, Alloa, FK10 1EB, on THURSDAY 21 FEBRUARY 2019 at 9.30 am.

PRESENT

Provost Tina Murphy (In the Chair)
Councillor Donald Balsillie
Councillor Martha Benny
Councillor Dave Clark
Councillor Chris Dixon
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Craig Holden
Councillor Darren Lee
Councillor Helen Lewis
Councillor Graham Lindsay
Councillor Kathleen Martin
Councillor George Matchett QPM
Councillor Bill Mason
Councillor Les Sharp
Councillor Mike Watson

IN ATTENDANCE

Nikki Bridle, Chief Executive
Garry Dallas, Strategic Director (Place)
Stuart Crickmar, Strategic Director (Partnership & Performance)
Fiona McOmish, Strategic Director (People)
Murray Sharp, Service Manager (Revenues and Strategy)
Owen Munro, Team Leader (Planned Works and Compliance)
Julie Russell, Team Leader (Tenancy Services)
Ian Fraser, Strategic Policy Manager
Alastair Hair, Organisational Development Manager
Lindsay Sim, Chief Finance Officer
Anne Pearson, Chief Education Officer
Margaret McIntyre, Interim Chief Social Work Officer
Lindsay Thomson, Service Manager (Legal and Democracy) (Clerk to the Council)
Gillian White, Committee Services (Legal and Democracy)

CC.187 APOLOGIES

Apologies were received from Councillor Derek Stewart.

CC.188 DECLARATIONS OF INTEREST

None.

**CC.189 MINUTES OF MEETING OF CLACKMANNANSHIRE COUNCIL
20 DECEMBER 2018**

The minutes of the meeting of the Clackmannanshire Council held on 20 December 2018 were submitted for approval.

Councillor Watson advised an error on Page 12, item CC.182. During voting there were 13 members present, not 15 as stated.

Decision

Subject to the amendment, the minutes of the meeting of the Clackmannanshire Council held on 20 December 2018 were agreed as a correct record and signed by the Provost.

**CC.190 MINUTES OF SPECIAL MEETING OF CLACKMANNANSHIRE COUNCIL
31 JANUARY 2019**

The minutes of the special meeting of Clackmannanshire Council held on 31 January 2019 were submitted for approval.

Councillor Balsillie advised that his name had been misspelt on Page 15, Item CC.186.

Decision

Subject to the amendment, the minutes of the special meeting of the Clackmannanshire Council held on 31 January 2019 were agreed as a correct record and signed by the Provost.

**CC.191 COMMITTEE MEETINGS CONVENED SINCE THE PREVIOUS COUNCIL
MEETING ON 20 DECEMBER 2018**

The Council agreed to note the Committee meetings that had taken place since the last ordinary meeting on 20 December 2018.

- (i) Appointments Committees on 9 January and 19 February 2019
- (ii) People Committee on 17 January 2019
- (iii) Place Committee on 24 January 2019
- (iv) Planning Committee on 24 January 2019
- (v) Partnership and Performance Committee on 31 January 2019
- (vi) Regulatory Committee on 31 January 2019
- (vii) Licensing Board on 22 January 2019
- (viii) Audit Committee on 7 February 2019
- (ix) Special Meeting of the People Committee 19 February 2019
- (x) Special Meeting of the Place Committee 19 February 2019

CC.192 COMMITTEE RECOMMENDATIONS REFERRED TO COUNCIL

The report, submitted by the Chief Executive, sought Council approval of recommendations which had been made by the Partnership and Performance Committee of 31 January 2019.

Motion

That Council agrees the recommendations set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Dave Clark

Decision

The Council agreed:

1. from the **Partnership and Performance Committee** of **31 January 2019** in relation to the report entitled "*Procurement Strategy*"
 - (a) To adopt the Procurement Strategy and notes that the Procurement Strategy will be subject to an annual review.

Action

Chief Executive

CC.193 HOUSING REVENUE BUDGET 2019/20, HOUSING REVENUE ACCOUNT CAPITAL PROGRAMME 2019/20 AND MID MARKET RENT CONSIDERATIONS

The report, submitted by the Strategic Director (Place), presented the Housing Revenue Budget and Housing Capital Programme for the financial year 2019/20 and highlighted the key factors which influenced the budget.

Motion

That Council agrees the recommendations set out in the report.

Moved by Councillor Craig Holden. Seconded by Councillor Donald Balsillie.

Decision

The Council agreed to:

1. Approve the summary budget on income and expenditure based upon the approved HRA financial Business Plan, as set out in Appendix 1,
2. Approve an increased level for Council house rents of 2.2% for the financial year 2019/20, as set out in Appendix 6;
3. Approve the same level of increase be applied equally to lock-up garages, garage pitch-site rentals and associated tenancy charges, as set out in Appendix 6;
4. Approve the Housing (HRA) capital programme 2019/20 and indicative programmes for the next four years, as set out in Appendix 2;
5. Note that the HRA Capital Plan (Appendix 2) includes provision for the purchase of 8 properties from general fund to be brought into the HRA Account. This will be subject to decisions made by the Council on the General Fund Budget (paragraph 3.41);
6. Note that the service will carry out a review of the HRA financial plan to take into account recent feedback from tenants and ensure that a compliance statement with the 2014 HRA Guidance can be produced (paragraph 3.6);
7. Approve, subject to consultation and ministerial consent, that the management and responsibility relating to the Council's Gypsy Traveller Site (Westhaugh) is transferred to the HRA (paragraph 3.28);
8. Approve that Clackmannanshire Council will take over management and maintenance of the 42 National Housing Trust properties (paragraph 3.47);

9. Note the service is preparing a business case for purchase of the first phase of 28 NHT MMR properties in Coalsnaughton and will seek to continue to operate the properties for MMR until at least 2024 (paragraph 3.51);
10. Approve, subject to a Council General Service budget decision to implement charging for Garden Waste collection, that the HRA will fund this service for tenants who require a waste permit (subject to formal consultation, paragraph 3.27);
11. Note the progress the council is making in relation to the implementation of the Property Factors (Scotland) Act 2011(paragraph 3.45);
12. Approve the reinstatement of the budget for the cost of the Subscription for Scotland's Housing Network (SHN), details set out in (paragraph 3.55).

Action

Strategic Director (Place)

CC.194 HOUSING ALLOCATIONS POLICY REVIEW

The Council's Housing Allocations Policy had been reviewed to ensure that it complied with legislative requirements. The policy needed to be in line with local priorities, make best use of housing in the area, prevent homelessness, and to achieve sustainable housing options for people who need accommodation. The proposed changes to the policy were finalised following a consultation exercise. Local Housing Associations, partner agencies and the public were invited to give comments on the proposals.

The report, submitted by the Strategic Director (Place), sought approval of the finalised Allocations Policy.

Motion

That Council agrees the recommendations set out in the report.

Moved by Councillor Craig Holden. Seconded by Councillor Donald Balsillie.

Decision

The Council agreed to approve the finalised Allocations Policy.

Action

Strategic Director (Place)

CC.195 ORGNAISATIONAL REDESIGN: UPDATE

The report, submitted by the Chief Executive, updated Council on progress with implementing the organisational redesign it agreed as part of the 2018/19 Budget approved on the 8th March 2018.

Motion

That Council agrees the recommendations as set out in the report.

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

Decision

The Council agreed to note:

1. The progress to date in implementing the agreed organisational redesign; and
2. That following the conclusion of the ongoing consultation process for Senior Manager roles, a further update report will be presented to Council.

Action

Chief Executive

CC.196 STIRLING AND CLACKMANNANSHIRE CITY REGION DEAL UPDATE

The report, submitted by the Strategic Director (Place), provided an update on the Stirling and Clackmannanshire City Region Deal. It focussed on the progress being made in establishing the governance arrangements considered and agreed by the Council in August 2018 as well as work being done on taking forward the Head of Terms agreement considered by Council in June 2018.

Motion

That Council agrees the recommendations as set out in the report.

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

Decision

The Council agreed to note progress being made in taking the Stirling and Clackmannanshire City Region Deal forward.

CC.197 CITY REGION DEAL GOVERNANCE

The report, submitted by the Monitoring Officer, proposed that a single region wide Commission is established, replacing the Clackmannanshire Commission and the Stirling City Commission. The report also set out the proposed Clackmannanshire Council membership of the new Commission and proposed terms of reference.

Motion

That Council agrees the recommendations as set out in the report.

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

Decision

The Council agreed :

1. To disestablish the Clackmannanshire Commission on the conclusion of the current bidding process for the Clackmannanshire Council capital fund;
2. To establish a Stirling and Clackmannanshire Regional Commission (“the Commission”) with the terms of reference as set out in paragraph 3.6 of the report;
3. The membership of the Commission as set out in paragraph 3.7 of the report;

4. To delegate authority to the Monitoring Officer and the members of the Commission to finalise the governance arrangements for the Commission with counterparts from Stirling Council; and
5. To note that the terms of reference include the formation of short term project or working groups where required.

Action

Monitoring Officer

CC.198 EMPLOYEE VOICE

The report, submitted by the Strategic Director (Partnership & Performance), provided the Council with details of the 2018 Staff Survey, highlighting the key themes and actions arising from the report supplied by independent researchers.

Motion

That Council agrees the recommendations as set out in the report.

Moved by Councillor Helen Lewis. Seconded by Councillor Donald Balsillie.

Decision

The Council agreed to note the report and the work currently underway to address identified areas of development.

In line with Standing Order 10.24, the Provost adjourned the meeting at this point in the proceedings (11.53am). When the meeting reconvened at 12.03pm, 17 members remained present.

CC.199 LOCAL CODE OF GOVERNANCE

The report, submitted by the Monitoring Officer, sought Council's approval of a revised Local Code of Governance and Internal Control Checklist.

Motion

That Council agrees the recommendations as set out in the report.

Moved by Councillor Helen Lewis. Seconded by Councillor Donald Balsillie.

Decision

The Council agreed to adopt the revised Local Code of Governance.

Action

Monitoring Officer

CC.200 POLLING DISTRICTS AND POLLING PLACES REVIEW – NEXT STAGE

The report, submitted by the Strategic Director (Partnership and Performance), presented proposals for the next stage in the Polling Districts and Polling Places Review.

Motion

That Council agrees the recommendations as set out in the report.

Moved by Councillor Helen Lewis. Seconded by Councillor Donald Balsillie.

Decision

Having commented on and challenged the report, the Council agreed to note the report.

CC.201 APPOINTMENT OF DEPUTE LEADER OF COUNCIL AND OTHER MEMBER APPOINTMENTS

The report, submitted by the Chief Executive, formally advised Council of the resignation of Councillor Phil Fairlie as a Councillor for Ward 3 with effect from 31 January 2019. The report invited Council to appoint a Depute Leader of Council and invited council to fill a number of other Committee, spokesperson and outside body appointments.

Motion

That Council agrees the recommendations as set out in the report.

Moved by Councillor Ellen Forson. Seconded by Councillor Les Sharp.

Decision

The Council agreed to

- a. Note that Councillor Phil Fairlie has resigned as Councillor for Ward 3 with effect from 31 January 2019;
- b. Appoint Councillor Donald Balsillie as the new Depute Council Leader following the resignation of former Councillor Phil Fairlie;
- c. Note that the new Depute Leader will take up the positions reserved for the Depute Leader with immediate effect;
- d. Appoint Councillor Donald Balsillie as the spokesperson for Audit and Finance following the resignation of former Councillor Phil Fairlie;
- e. Appoint Councillor Tina Murphy to the vacancy on the Audit Committee left by the resignation of former Councillor Phil Fairlie;
- f. Appoint Councillor Craig Holden to the vacancy on the Planning Committee left by the resignation of former Councillor Phil Fairlie;
- g. Appoint Councillor Craig Holden as vice chair of the Planning Committee
- h. Appoint Councillor Craig Holden to the vacancy on the Local Review Body left by the resignation of former Councillor Phil Fairlie;
- i. Appoint Councillor Craig Holden as vice chair of the Local Review Body

- j. Note the resignation of Councillor Craig Holden from the Partnership and Performance Committee with immediate effect;
- k. Appoint Councillor Donald Balsillie and Councillor Les Sharp to the vacancies on the Partnership and Performance Committee left by the resignations of former Councillor Phil Fairlie and Councillor Craig Holden;
- l. Appoint Councillor Donald Balsillie as Convenor of the Partnership and Performance Committee
- m. Note that Councillor Ellen Forson has resigned as the Council's representative on the Cosla Health and Social Care Board with immediate effect;
- n. Note that Councillor Les Sharp will move from being the substitute member to the full member of the Cosla Health and Social Care Board;
- o. Appoint Councillor Graham Lindsay as a substitute member of the Cosla Health and Social Care Board
- p. Note the resignation of former Councillor Phil Fairlie from the Alloa Day Home Trust, Spittal Trust, Clackmannan District Band Trust and Scotland Excel Committee;
- q. Appoint Councillor Les Sharp as a member of the Clackmannan District Band Trust
- r. Appoints Councillor Donald Balsillie as the Council's representative on the Scotland Excel Committee.

Action

Chief Executive

CC.202 NOTICE OF MOTION IN TERMS OF STANDING ORDER 16.0 – SINGLE USE PLASTICS

A notice of motion in terms of Standing Order 16.0 was submitted by Councillor Darren Lee.

Motion

“That the Council recognises the devastating impact plastic pollution is having on our environment and the Council's own contribution to this, in particular via single use plastics.

The Council acknowledges we must lead by example, step up our own efforts to reduce single use plastic waste and encourage others to follow suit.

Clackmannanshire Council will begin by transitioning away from single-use plastics commencing at Kilncraigs.”

Moved by Councillor Darren Lee. Seconded by Councillor Bill Mason.

Decision

The Council agreed to support the motion.

**CC.203 NOTICE OF MOTION IN TERMS OF STANDING ORDER 16.0 –
BUDGET APPROACH**

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

Motion

“That Council notes the challenging context of this year’s budget; recognises the wishes of local people for a joined up, cohesive approach from all Councillors, regardless of political party, and agrees to work constructively together to present a balanced budget which responds to local needs.”

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

Decision

The Council agreed to support the motion.

EXEMPT INFORMATION

The Council resolved in terms of Section 50(A) of the Local Government (Scotland) Act, 1973, that the press and public be excluded from the meeting during consideration of the following items of business on the grounds that it involved the likely disclosure of exempt information as detailed in Schedule 7A, Part 1, Paragraph 8.

CC.204 TRON COURT

The report, submitted by the Strategic Director (Place), concerned the completion of the Tron Court (Tullibody Regeneration) improvement project.

Motion

That Council agrees the recommendations as set out in the report.

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

Decision

The Council agreed to approve recommendation 2.1 (a) as set out in the report and agreed to note recommendations 2.1 (b) and (c)..

Action

Strategic Director (Place)

Ends: 1.40 pm



MINUTES OF SPECIAL MEETING of the CLACKMANNANSHIRE COUNCIL held within the Council Chamber, Kilncraigs, Greenside Street, Alloa, FK10 1EB, on WEDNESDAY 6 MARCH 2019 at 1.30 PM.

PRESENT

Provost Tina Murphy (In the Chair)
Councillor Donald Balsillie
Councillor Martha Benny
Councillor Dave Clark
Councillor Chris Dixon
Councillor Kenneth Earle
Councillor Ellen Forson
Councillor Craig Holden
Councillor Darren Lee
Councillor Helen Lewis
Councillor Graham Lindsay
Councillor Kathleen Martin
Councillor George Matchett QPM
Councillor Bill Mason
Councillor Les Sharp
Councillor Derek Stewart

IN ATTENDANCE

Nikki Bridle, Chief Executive
Garry Dallas, Strategic Director (Place)
Stuart Crickmar, Strategic Director (Partnership & Performance)
Fiona McOmish, Strategic Director (People)
Lindsay Sim, Chief Finance Officer
Anne Pearson, Chief Education Officer
Margaret McIntyre, Interim Chief Social Work Officer
Lindsay Thomson, Senior Service Manager (Partnership & Performance)(Clerk to the Council)
Gillian White, Committee Services (Legal and Democracy)

CC.205 APOLOGIES

Apologies were received from Councillor Mike Watson.

CC.206 DECLARATIONS OF INTEREST

None.

The Clerk advised that a general dispensation was in place for members of the Integrated Joint Board which would allow them to participate and take decisions on the General Services Revenue and Capital Budget 2019/20.

CC.207 GENERAL SERVICES REVENUE AND CAPITAL BUDGET 2019/20

The report, submitted by the Administration, presented the Administration's Budget for 2019/20. The report built on the regular Budget Strategy Update reports and briefings presented to Council and the Audit and Service committees throughout the year. The Council's financial sustainability has continued to be the focus of member and trade union briefings held throughout the year.

The Provost advised that an additional amendment had been tabled at the start of the meeting by Councillor Bill Mason. The Provost was satisfied that there were exceptional circumstances as to why the amendment did not meet the deadline as set out in Standing Order 13.11.

Councillor Clark challenged the Provost on what the exceptional circumstances were.

Invited by the Provost, Councillor Mason addressed the Council and advised that having taken time to examine the report, subsequent amendments and come to a decision; the amendment could not be concluded until immediately prior to the meeting.

Councillor Clark remained unsatisfied by the reasons cited as exceptional circumstances and on advice from the Clerk, asked that under Standing Order 10.6, that the matter was put to the vote. In terms of Standing Order 14.7, Councillor Clark asked for a roll call vote on whether the amendment should be accepted for consideration by Council. 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 elected members present voted as follows:

For the amendment to be accepted for consideration by Council (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Against the amendment being accepted for consideration by Council (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

Decision

On a division of 11 votes to 5, the Council agreed that the amendment tabled by Councillor Mason would be added as Amendment No. 5 and would be considered by Council.

Motion

That Council agrees the recommendations set out in the report.

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

Amendment No.1

“Council is asked to agree

1. That recommendation 2.1.5 is amended as follows:-

The 3.5% increase in the level of Council Tax for 2019/20, resulting in Band D Council Tax of £1,260.54.

2. That appendix H referred to in recommendation 2.1.4 is amended to include the following entry:

Description	Category	Council Role	Directorate	Value
Sauchie Active 8 SCIO	Supporting Vulnerable Families	Direct Award via SLA	People	£32,960

Noting that this reverses the Council decision of 8 March 2018 to cease funding to Sauchie Active 8.

3. That appendix H referred to in recommendation 2.1.4 is amended to increase the funding to the following organisations:

Description	Category	Council Role	Directorate	Value
The Gate Foodbank	Supporting Vulnerable Adult	Direct Award via SLA	Partnership and Performance	£12,077 (an increase of £7,432)
Support to 3 Community Run Halls	Community Empowerment	Direct Award via SLA	Partnership and Performance	£25,600 (an increase of £12,800)

4. That appendix B referred to in recommendation 1.2.1 is amended to include the following entry

Division	Type	Name of pressure	Service area	2019-20
People	General	School Uniform Grant	People	£10,000

5. Council to note that the proposed amendments increase the budget gap by £324,192 and agree that an additional £324,192 will be utilised from the Capital Receipts Reserve to support permitted elements of Revenue expenditure within the budget. This results in a balance of £518,808 of un-earmarked capital receipts .

6. That the S95 officer makes consequential amendments to the proposed budget summarised at recommendation 2.16, paragraphs 6.12 and 6.20 and Appendices B, C, H and J to reflect these amendments and sustain a balanced position. “

Moved by Councillor Dave Clark. Seconded by Councillor Kenny Earle.

Voting on Amendment 1

In terms of Standing Order 14.7, Councillor Earle 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 elected members present voted as follows:

For Amendment 1 (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

Against Amendment 1 (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Amendment No. 1 was defeated by 11 votes to 5.

Amendment No. 2

“Council is asked to

1. Note that Appendix G (the Charging Strategy and Register of Charges) includes a commitment to implement a dynamic pricing strategy during 2019/20 under the heading “Working with Communities”
2. Agree that the dynamic pricing strategy is brought forward to the meeting of June 2019 Council
3. Note that, if agreed, the notice of the meeting of the June 2019 Council will indicate that the Charging Strategy and Register of Charges 19/20 may be altered.”

Moved by Councillor Martha Benny. Seconded by Councillor Darren Lee.

Voting on Amendment 2

In terms of Standing Order 14.7, Councillor Matchett QPM 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 elected members present voted as follows:

For Amendment 2 (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Against Amendment 2 (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

Amendment No. 2 was carried by 11 votes to 5.

Amendment No. 3

“Council is asked to

1. note that recommendation 2.12 and Appendix C do not include the introduction of a transient visitor levy and a workplace parking levy as sources of funding
2. agree that no such levies are implemented until at least financial year 2022/23
3. note that savings PLC POL 001, PLC POL 002 and PLC POL 003 in Appendix E are not expected to generate savings until financial year 2020/21
4. agree that the collaborative arrangements for savings PLC POL 001, PLC POL 002 and PLC POL 003 are expedited and brought to the programme board by 31 December 2019.”

Moved by Councillor Bill Mason. Seconded by Councillor Darren Lee.

Voting on Amendment 3

In terms of Standing Order 14.7, Councillor Clark 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 elected members present voted as follows:

For Amendment 3 (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Against Amendment 3 (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

Amendment No. 3 was carried by 11 votes to 5.

Amendment No. 4

“That Council

1. note that recommendation 2.1.8 is likely to result in the instigation of the dispute resolution mechanism set out in the Integration Scheme
2. agree that the Chief Executive and Section 95 Officer are given authority to negotiate the resolution of the projected deficit position on behalf of Clackmannanshire Council with representatives from NHS Forth Valley and Stirling Council
3. note that any proposed settlement to resolve the projected deficit position would require the approval of Clackmannanshire Council and a further report would be brought back to Council should approval be required.”

Moved by Councillor Ellen Forson. Seconded by Councillor Les Sharp.

The Council unanimously agreed to support Amendment No. 4.

Amendment No. 5

“Council is asked to agree

1. That recommendation 2.1.5 is amended as follows: The 4.00% increase in the level of Council Tax for 2019/20, resulting in Band D Council Tax of £1,266.63.
2. Council to note that the proposed amendments increase the budget gap by £170k and agree that an additional £170k will be utilised from the Capital Receipts Reserve to support permitted elements of Revenue expenditure within the budget. This results in a balance of £673k of un-earmarked capital receipts.
3. That the S95 officer makes consequential amendments to the proposed budget summarised at recommendation 2.16, paragraphs 6.12 and 6.20 and Appendices B, C, H and J to reflect these amendments and sustain a balanced position.”

Moved by Councillor Bill Mason. Seconded by Councillor Martha Benny.

Voting on Amendment 5

In terms of Standing Order 14.7, Councillor Clark 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 elected members present voted as follows:

For Amendment 5 (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Against Amendment 5 (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

Amendment No. 5 was carried by 11 votes to 5.

In line with Standing Order 10.24, the Provost adjourned the meeting at 3.30 pm. When the meeting resumed at 3.40 pm, 16 members were present.

Voting on the Motion (as amended by amendments 2, 3, 4 and 5)

In terms of Standing Order 14.7, Councillor Earle 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 elected members present voted as follows:

For the Motion as amended (11 votes)

Provost Tina Murphy
Councillor Ellen Forson
Councillor Donald Balsillie
Councillor Les Sharp
Councillor Graham Lindsay
Councillor Craig Holden
Councillor Helen Lewis
Councillor Martha Benny
Councillor Bill Mason
Councillor Darren Lee
Councillor Chris Dixon

Against the Motion as amended (5 votes)

Councillor Dave Clark
Councillor Kenneth Earle
Councillor George Matchett, QPM
Councillor Derek Stewart
Councillor Kathleen Martin

The motion, as amended, was carried by 11 votes to 5.

Decision

On a division of 11 votes to 5, the Council agreed:

1. the proposals for demand pressures (Appendix B)
2. the General Services Revenue Budget for 2019/20 (Appendix C)
3. the policy savings set out in Appendix E
4. the 2019/20 Schedule of Funding to Voluntary Organisations and Income and Charging Strategy and Register of Charges (appendices H and G)
5. the 4.00% increase in the level of Council Tax for 2019/20, resulting in Band D Council tax of £1,266.63 .
6. the utilisation of £1.871m Capital Receipts from the Capital Receipts Reserve (paragraph 6.12)
7. to create a Transformation fund of £0.500m from Capital Receipts (paragraph 6.17).
8. that the Council will not make any further financial contribution to the HSCP in respect of the 2018/19 projected deficit position (paragraph 6.25) and noted that this is likely to result in the instigation of the dispute resolution mechanism set out in the Integration Scheme and that any proposed settlement to resolve the projected deficit position would require the approval of Clackmannanshire Council and a further report would be brought back to Council should approval be required. Also that the Chief Executive and Section 95 Officer are given authority to negotiate the resolution of the projected deficit position on behalf of Clackmannanshire Council with representatives from NHS Forth Valley and Stirling Council
9. a net resource transfer of £17.114m for HSCP in respect of 2019/20 (paragraph 6.26)
10. a rent increase of 2.2% to the weekly rent for the travelling persons site (paragraph 6.4)
11. the continued utilisation of Capital Receipts to fund the permitted element of severance costs. (paragraph 6.13)
12. the recommendations of the special meetings of the Place and People Committees, following their consideration of the petitions heard by those committees and as set out in Appendix M.
13. that the dynamic pricing strategy (in Appendix G, under the heading "Working with Communities" is brought forward to the meeting of June 2019 Council.
14. that no such levies (transient visitor levy and a workplace parking levy) are implemented until at least financial year 2022/23
15. that the collaborative arrangements for Savings PLC POL 001, PLC POL 002 and PLC POL 003 (Appendix E) are expedited and brought to the Programme Board by 31 December 2019
16. That the Section 95 Officer makes consequential amendments to the proposed budget summarised at recommendation 2.1.6, paragraphs 6.12 and 6.20 and Appendices C and J to reflect amendments and sustain a balanced budget position.

The Council further agreed to note:

- the Councils approved Corporate Plan, vision and values (Appendix A1) and the draft Transformation Programme (Appendix A2).
- the progress on the £0.765m organisational redesign programme (paragraph 3.11)
- the feedback from recent budget consultation and engagement activity detailed in section 4.
- the previously approved savings (2017/18 and 2018/19) which deliver benefit in 2019/20 (Appendix D)
- the schedule of Management Efficiencies (Appendix F), noting that the saving in respect of Loans Fund Charges is subject to the approval of the TMSS which appears as a separate paper on this agenda
- the consequential HRA impact in respect of the agreement of saving PLC POL 018 in respect of the implementation of garden waste permits (Appendix E)
- the anticipated level of uncommitted reserves of £4.757m by 31 March 2019 prior to setting the 2019/20 budget (paragraph 6.9)
- that £1.871m of Capital Receipts have been applied in setting the 2019/20 budget
- the balance of £4.757m in uncommitted General Services Revenue reserves after setting this budget which equates to 3.59% of net expenditure in line with the minimum level set by the Council's approved Reserve Strategy (paragraph 6.10)
- the cumulative indicative gap of £23.287m to 2023 following setting this budget, and a funding gap of £10.082m in 2020/21 (Table 5)
- that the budget proposed for 2019/20 aims to deliver the Scottish Government's settlement package measures (paragraph 6.18)
- that it is proposed that an earmarked reserve of £0.030m is established for 2019/20 to provide support to communities undertaking management of community facilities
- the establishment of a Funding Officer post (paragraph 6.8)
- the demand pressures for the HSCP totalling £2.627m (Appendix K).
- that the agreed Capital Programme will remain under review and any changes required as a result of City Deal or other priorities will be reported to Council (paragraph 8.3)
- that the Council's regular Budget Strategy Update reports will update Council on progress with implementing agreed proposals, including those relating to Organisational Redesign.
- that Appendix G (the charging Strategy and Register of Charges) includes a commitment to implement a dynamic pricing strategy during 2019/20 under the heading "Working with Communities
- That the notice of the meeting of of the June 2019 Council will indicate that the Charging Strategy and Register of Charges 19/20 may be altered.
- That the recommendation 2.1.2 and Appendix C do not include the introduction of a transient visitor levy and a workplace parking levy as sources of funding.
- That savings PLC POL 001, PLC POL 002 and PLC POL 003 in Appendix E are not expected to generate savings until financial year 2020/21
- .

Action

Chief Executive

CC.208 TREASURY MANAGEMENT STRATEGY STATEMENT

The report, submitted by the Chief Finance Officer (Section 95 Officer) presented the Council's Treasury Management Strategy Statement for 2019/20 and Prudential Indicators for 2019/20 to 2023/24.

Motion

That Council agrees the recommendations set out in the report.

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

Decision

The Council agreed to:

1. Approve the Treasury Management Strategy Statement for 2019/20 and prudential indicators for the years 2019/20 to 2023/24 in compliance with the Prudential Code requirements attached as Appendix A.
2. Note that there will be a fundamental review of the agreed General Fund Capital programme and any impact on borrowing will be reported to Council. (Appendix A, paragraph 1.2)
3. Note the ongoing review of the Loans Fund and consequential approval that would be required to any changes in Accounting Policies as a result (Appendix A, section 1.3)

Action

Chief Finance Officer

Ends: 4.25 pm

Report to Clackmannanshire Council

Date of Meeting: 18 April 2019

Subject: Programme of Council and Committee Meetings 2019-22

Report by: Monitoring Officer

1.0 Purpose

- 1.1. The purpose of this report is to seek Council's approval of the Draft Programme of Council and Committee Meetings from August 2019 to June 2022.

2.0 Recommendations

That Council:

- 2.1. Agrees the Programme of Meetings set out in the Appendix to this report; and
- 2.2. Notes that Cycle 5 in 2022 may be affected by the proposed Local Government Elections in May 2022.

3.0 Considerations

- 3.1. The draft programme runs for a three year period from August 2019 to June 2022 which will enhance business continuity for the Council over a longer period of time.
- 3.2. The programme of meetings has been drafted in consultation with Council officers and takes into account the statutory deadlines for the draft and final accounts.
- 3.3. Consideration has also been given to the Local Government Elections scheduled to take place in May 2022. It is therefore recognised that Cycle 5 in 2022 may be affected.

4.0 Sustainability Implications

- 4.1. None

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)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

(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".

Programme of Council and Committee Meetings 2020 - 2022

11.0 Background Papers

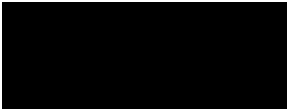
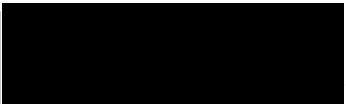
11.1 Have you used other documents to compile your report? (All documents must be kept available by the author for public inspection for four years from the date of meeting at which the report is considered)

Yes (please list the documents below) No

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Gillian White	Committee Services Officer	2004
Lindsay Thomson	Senior Service Manager, Partnership & Performance	2084

Approved by

NAME	DESIGNATION	SIGNATURE
Lindsay Thomson	Monitoring Officer	
Stuart Crickmar	Strategic Director (Partnership & Performance)	

Programme of Council and Committee Meetings 2019 – 2020

Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5
Clackmannanshire Council	9.30 am Thursday	22 August 2019	24 October 2019	19 December 2019	13 February 2020 5 March 2020 <i>(Budget)</i>	23 April 2020 25 June 2020 <i>(inc. Draft Accounts)</i>
Partnership and Performance Committee	9.30 am Thursday	29 August 2019	31 October 2019	16 January 2020	12 March 2020	14 May 2020
Place Committee	9.30 am Thursday	12 September 2019	7 November 2019	23 January 2020	19 March 2020	21 May 2020
Planning Committee	1.00 pm Thursday	12 September 2019	7 November 2019	23 January 2020	19 March 2020	21 May 2020
People Committee	9.30 am Thursday	19 September 2019	21 November 2019	30 January 2020	26 March 2020	28 May 2020
Regulatory Committee	1.00 pm Thursday	19 September 2019	21 November 2019	30 January 2020	26 March 2020	28 May 2020
Audit Committee	9.30 am Thursday	26 September 2019 <i>(inc. Final Accounts)</i>	5 December 2019	6 February 2020	2 April 2020	18 June 2020
Licensing Board	9.30 am Tuesday	3 September 2019 1 October 2019	12 November 2019 10 December 2019	21 January 2020 25 February 2020	24 March 2020 28 April 2020	26 May 2020 30 June 2020
Education Appeals Committee	9.30 am Tuesday					12 May 2020 2 June 2020 9 June 2020

Programme of Council and Committee Meetings 2020 – 2021

Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5
Clackmannanshire Council	9.30 am Thursday	20 August 2020	22 October 2020	17 December 2020	11 February 2021 4 March 2021 <i>(Budget)</i>	22 April 2021 24 June 2021 <i>(inc. Draft Accounts)</i>
Partnership and Performance Committee	9.30 am Thursday	27 August 2020	29 October 2020	14 January 2021	11 March 2021	13 May 2021
Place Committee	9.30 am Thursday	10 September 2020	5 November 2020	21 January 2021	18 March 2021	20 May 2021
Planning Committee	1.00 pm Thursday	10 September 2020	5 November 2020	21 January 2021	18 March 2021	20 May 2021
People Committee	9.30 am Thursday	17 September 2020	19 November 2020	28 January 2021	25 March 2021	27 May 2021
Regulatory Committee	1.00 pm Thursday	17 September 2020	19 November 2020	28 January 2021	25 March 2021	27 May 2021
Audit Committee	9.30 am Thursday	24 September 2020 <i>(inc. Final Accounts)</i>	3 December 2020	4 February 2021	29 April 2021	17 June 2021
Licensing Board	9.30 am Tuesday	1 September 2020 6 October 2020	10 November 2020 8 December 2020	19 January 2021 23 February 2021	23 March 2021 27 April 2021	25 May 2021 29 June 2021
Education Appeals Committee	9.30 am Tuesday					11 May 2021 1 June 2021 8 June 2021

Programme of Council and Committee Meetings 2021 – 2022

Meeting	Time/Day	Cycle 1	Cycle 2	Cycle 3	Cycle 4	Cycle 5
Clackmannanshire Council	9.30 am Thursday	19 August 2021	21 October 2021	16 December 2021	10 February 2022 3 March 2022 <i>(Budget)</i>	21 April 2022 23 June 2022 <i>(inc. Draft Accounts)</i>
Partnership and Performance Committee	9.30 am Thursday	26 August 2021	28 October 2021	13 January 2022	10 March 2022	12 May 2022
Place Committee	9.30 am Thursday	9 September 2021	4 November 2021	20 January 2022	17 March 2022	19 May 2022
Planning Committee	1.00 pm Thursday	9 September 2021	4 November 2021	20 January 2022	17 March 2022	19 May 2022
People Committee	9.30 am Thursday	16 September 2021	18 November 2021	27 January 2022	24 March 2022	26 May 2022
Regulatory Committee	1.00 pm Thursday	16 September 2021	18 November 2021	27 January 2022	24 March 2022	26 May 2022
Audit Committee	9.30 am Thursday	30 September 2021 <i>(inc. Final Accounts)</i>	2 December 2021	3 February 2022	28 April 2022	16 June 2022
Licensing Board	9.30 am Tuesday	31 August 2021 5 October 2021	9 November 2021 7 December 2021	18 January 2022 22 February 2022	29 March 2022 26 April 2022	24 May 2022 21 June 2022
Education Appeals Committee	9.30 am Tuesday					10 May 2022 31 May 2022 7 June 2022

Report to Clackmannanshire Council

Date of Meeting: 18 April 2019

Subject: Member Appointments

Report by: Senior Manager, Partnership and Performance

1.0 Purpose

- 1.1. Further to the recent by-election, the Administration wishes to make amendments to Administration Member appointments.

2.0 Recommendations

- 2.1. It is recommended that Council:
- a) notes the resignations of Councillors Donald Balsillie as Convenor and Helen Lewis as Vice Convenor of the Partnership and Performance Committee;
 - b) agrees to appoint Councillor Helen Lewis to replace Councillor Donald Balsillie as Convenor of the Partnership & Performance Committee;
 - c) agrees to appoint Councillor Les Sharp to replace Councillor Helen Lewis as Vice Convenor of the Partnership and Performance Committee;
 - d) notes the resignation of Councillor Les Sharp as Vice Convenor and member of the People Committee;
 - e) agrees to appoint Councillor Jane McTaggart to replace Councillor Les Sharp as Vice Convenor and member of the People Committee;
 - f) notes the resignation of Councillor Craig Holden as Vice Convenor and member of the Planning Committee;
 - g) agrees to appoint Councillor Jane McTaggart to replace Councillor Craig Holden as Vice Convenor and member of the Planning Committee;
 - h) notes the resignation of Councillor Donald Balsillie from the Clackmannanshire Licencing Board;
 - i) agrees to appoint Councillor Craig Holden to the Clackmannanshire Licensing Board as replacement for Councillor Donald Balsillie;

- j) agrees that Administration Group membership on the Clackmannanshire Alliance should be changed from Council Leader and Depute Leader to Council Leader and one other member of the Administration Group;
- k) if it agrees recommendation 2.1 j), agrees that Councillor Les Sharp replaces Councillor Donald Balsillie as Administration Group representative on the Clackmannanshire Alliance;
- l) agrees that Councillor Jane McTaggart replaces former Councillor Phil Fairlie as a Council representative on the Spittal Trust and the Alloa Day Home Trust;
- m) notes that the criteria for appointment to the Clackmannan District Brass Band Trust requires 2 members from each Clackmannanshire Central and Clackmannanshire South. At the Council meeting 21 February 2019, Councillor Sharp was appointed to replace Councillor Fairlie.
- n) agrees, given Councillor Jane McTaggart has been elected to the Clackmannanshire Central Ward, that Councillor Jane McTaggart replaces Councillor Sharp as a Council representative on the Clackmannan District Brass Band Trust;
- o) agrees that Councillor Jane McTaggart replaces Councillor Ellen Forson as the Council's representative on Children's Hearing Scotland;
- p) agrees that Councillor Jane McTaggart replaces Councillor Craig Holden as Board Member on Cosla's Community Wellbeing Board.

3.0 Considerations

- 3.1. Following the by-election held in the Alloa Central Ward on 28 March 2019, Councillor Jane McTaggart, SNP, was elected to the Council. The political balance on the Committees therefore remains the same. The Administration wish to amend their appointments to outside bodies and committees.

4.0 Sustainability Implications

- 4.1. None.

5.0 Resource Implications

5.1. Financial Details

- 5.2. There are no financial implications as a result of the recommendations contained in this report.

5.3. Staffing

- 5.4. There are no staffing implications arising from the recommendations contained in 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)

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all
- Our families; children and young people will have the best possible start in life
- Women and girls will be confident and aspirational, and achieve their full potential
- Our communities will be resilient and empowered so that they can thrive and flourish

(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".


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

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
Lindsay Thomson	Senior Service Manager, Partnership & Performance	2084

Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Strategic Director, Partnership & Performance	
Nikki Bridle	Chief Executive	

Report to Council

Date of Meeting: 18 April 2019

Subject: Digital Strategy

Report by: Strategic Director, Partnership & Performance

1.0 Purpose

- 1.1. The report presents the Council's Digital Strategy 2019-25. The Strategy,, which is a key enabler of the Council's corporate plan, *Be the Future*, sets out the vision, principles and strategic direction for the Council's Digital Transformation over the next six years.
- 1.2. The purpose of this report is to seek approval of a Digital Strategy for the period 2019-25.

2.0 Recommendations

- 2.1. It is recommended that Council agrees to adopt the Digital Strategy, 2019-25, as attached at Appendix 1.

3.0 Considerations

- 3.1. The Council's Corporate Plan 2018/22 has as one of its priorities "Organisational Transformation", a key aim of which is "Transformation through enabling a significant shift to digital". This will build on the progress we have made over a number of years, for example, online payments, bookings and fault reporting.
- 3.2. Digital Transformation is driving significant changes across all aspects of society. It is a key theme for Scottish Government and an important component of transformation for all local authorities.
- 3.3. The principles expressed in the strategy are aligned with principles contained in the Scottish Local Government Strategy, ensuring the approach we take in Clackmannanshire is consistent and will integrate with developments across the wider public sector.
- 3.4. Clackmannanshire Council is a member of the Scottish Local Government Digital Partnership. The Digital Transformation work stream will focus on three areas of work aligned with the Scottish Local Government Digital Partnership work streams, namely:

- a) Digital Leadership: equipping all employees with the skills to provide leadership in Digital Transformation;
 - b) Digital Foundations: building Strong technology platforms which enable the council to transform how it works; and
 - c) Digital Services: redesigning services around customers taking advantage of digital technologies.
- 3.5. On 23 August 2018, Council approved the establishment of the Change Portfolio Board to provide governance of change programmes. The Digital Strategy will sit within the Council's Change Portfolio, be supported by the ICT Asset Plan and delivered through a Digital Transformation work stream, which is chaired by the Strategic Director, Partnership & Performance..

4.0 Conclusion

- 4.1. Digital Transformation is not a single event. Much work is already going on in the area of Digital Transformation within the council. This Strategy however will provide a strategic framework to support existing projects and to evaluate and prioritise future projects which will contribute to the Council's change programme and enable it's corporate priorities and outcomes..

5.0 Sustainability Implications

- 5.1. The Digital Strategy will support the transformation of the Council through Council's change programme, therefore it is integral to the Council's long term sustainability. A positive impact from this plan is assessed on all best value sustainability indicators.

6.0 Resource Implications

6.1. Financial Details

- 6.2. 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

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

6.4. Staffing

7.0 Exempt Reports

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

8.0 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)

- Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all
- Our families; children and young people will have the best possible start in life
- Women and girls will be confident and aspirational, and achieve their full potential
- Our communities will be resilient and empowered so that they can thrive and flourish

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

Clackmannanshire Council Corporate Plan 2018/22

9.0 Equalities Impact

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

Yes No

10.0 Legality

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

11.0 Appendices

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

Appendix 1 Digital Strategy, 2019-25

12.0 Background Papers


12.1 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

Author(s)

NAME	DESIGNATION	TEL NO / EXTENSION
John Munro	ICT Manager	x 2150

Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Strategic Director Partnership & Performance	



DRAFT

Digital Strategy 2019-25

Be the
FUTURE



Foreword

Technology is changing the way in which we live, learn and work.

Improvements in availability of high speed internet access and the spread of smart personal devices is driving the move to deliver services online and is changing people's expectations of how, where and when they access services. Increasingly the services we access in our every day life are delivered as Digital by Default.

This Strategy, as part of the wider Transformation Programme, sets out how Clackmannanshire Council will adopt the use of Digital to support its vision of being a valued, responsive, creative organisation through collaboration, inclusive growth and innovation in order to improve the quality of life for every person in Clackmannanshire.



Introduction

Access to the internet has improved dramatically in Clackmannanshire in recent years. By the end of 2018 more than 99% of properties in Clackmannanshire will have access to Superfast Fibre Broadband.

4G High Speed mobile broadband is now available throughout Clackmannanshire and coverage is increasing quickly as more people use smartphones. More than two thirds of Scottish adults now own a smartphone. 57% of all visits to the Clackmannanshire Council website come from mobile devices.

The citizens of Clackmannanshire are already leading a digital life and as a Council our strategy is to meet the needs and expectations of a digitally switched on population.

The pace of technological change continues to increase and is bringing with it new opportunities for how services are delivered.

The private sector has invested heavily in redesigning services to use Digital technologies. Sites such as Amazon and E-bay have changed the way we shop. The music and television industries have changed so we now buy music online and watch television when it suits us, using technologies such as iPlayer or Netflix. Our banks have now moved to doing the majority of their transactions not only online but through Apps on mobile devices. For many people, Digital is now the norm.

The Public sector has not changed as quickly as the private sector. It is now recognised that the pace of change towards Digital Service Delivery needs to increase and both UK and Scottish Governments have produced Digital Strategies. The UK Strategy is driving significant change to the delivery of services such as HMRC and DVLA making it easier for citizens to make tax returns and license vehicles and removing labour intensive paper based processes from the system.

In Scotland, “Scotland’s Digital Future” addresses four main themes of Connectivity, Digital Economy, Digital Participation and Digital Public Services. In relation to Digital Public Services the stated aim is “to accelerate the pace of digital transformation to deliver improved, user-focused digital public services and to drive innovation and efficiency in the Scottish public sector. The digital transformation of public services plays a decisive role in our public service reform programme.

Clackmannanshire Council faces the ongoing challenge to deliver and improve public services in the context of a reducing budget. This challenge is not unique to Clackmannanshire. Every organisation which delivers public services faces these same challenges.

Digital transformation will be a key enabler of change programmes to deliver the Council of the Future , providing the data and technologies which will allow customers to access services at the time and place of their choosing. In

Clackmannanshire we will seek to adopt Digital to redesign our services around our customers. We will focus on the customer experience using 'digital first' for engagement with citizens and customers; adopt digital techniques for internal working practices; and redesign services around customers from first principles taking advantage of digital technologies. Where we invest in new systems to support these ambitions they will be easy to use and support best practice. We will avoid bespoke and legacy systems.

We have already started on this journey.

Clackmannanshire Council is a member of the Scottish Local Government Digital Partnership.

We are modernising our internal systems as well to make more council services available digitally to our customers while using digital to change the way we work.

We have updated our Human Resources, Payroll, Financial management and procurement systems.

We are providing more services digitally to our customers. You can already submit a planning application online. You can pay your Council Tax and reserve a library book online. You can pay electronically for your child's school meals.

Evidence shows that our older citizens are increasingly using digital services and we are increasingly using technology to enhance the care of those older people who need support.

Our schools are using GLOW the national on line learning system to support their learning. Our young people can access their learning at any time and from any place.

Indeed it is our young people as they grow up in Clackmannanshire who will expect that Council services are Digital by Default

Principles

Digital goes beyond just moving our existing services and processes online. It implies that we redesign services to take advantage of digital technologies to make Clackmannanshire Smarter, through the use of smart Buildings, Smart streets, smart transport, to adapt in real time to the needs of our service users.

Our Digital Strategy can be expressed through a few clear principles adopted from Scotland's Digital Future

- Our public services will always be delivered digitally as the First Option where it is practical and efficient to do so. We will ensure that services remain accessible to citizens and businesses that are not Digitally enabled
- Our digital services will be designed around the Citizen or customer. Users of the service should not need to care how it works behind the scenes.
- Our digital solutions should be innovative, shareable, re-usable and low maintenance – balancing business needs with lifetime costs.
- Our Information should be shared more proactively across organisations, while respecting privacy and meeting legislative and information assurance requirements.
- Our technologies will be drawn from a wide range of sources and providers, with a high emphasis on being able to work together and share information easily to reduce duplication.
- Our Leaders will embrace Digital Delivery and integrate it into their core business processes and planning.
- Our Workforce will be skilled in its general use of ICT and use digital solutions effectively and efficiently. Our ICT Professionals will be expert and highly skilled.

The Council of the Future

- Digital by Default
- Self Service
- Online
- Payment as you book for Services
- Innovative
- Collaborative

Outcomes

By implementing our Digital Strategy we aim to achieve the following outcomes

- 24/7 Availability
- Self Service
- Improved Access to Council Services
- Better Customer experience
- Lower operating costs
- Better quality information
- More joined up council services
- Greater resilience
- Fewer back office systems
- The ability to do more with less
- Reduced Carbon Footprint

Implementation Actions

We will put in place a Digital Transformation workstream within our change programme to modernise our service delivery.

The workstream will focus on three areas of work aligned with the Scottish Local Government Digital Partnership workstreams

<p>Digital Leadership</p> <p>Equipping all members of the council with the skills to provide leadership in Digital Transformation</p>	<p>Developing Digital Maturity</p> <p>Building awareness of how digital transformation creates opportunities in service delivery in our elected members and senior managers</p> <p>Developing Digital skills in our workforce</p> <p>Developing Digital Transformation Capabilities</p>
<p>Digital Foundations</p> <p>Building Strong technology platforms which enable the council to transform how it works</p>	<p>Adopting Cloud services</p> <p>Building our capacity in cyber security and resilience</p> <p>Managing our information in a way which meets our GDPR obligations</p> <p>Using our data better to improve transparency and generate the insight to improve decision making</p> <p>Modernising our business systems to support digital transformation and improved ways of providing services</p> <p>Enabling mobile and flexible working</p> <p>Building our procurement capability to maximise benefits from collaborative procurement opportunities and technology frameworks.</p>

<p>Digital Services</p> <p>redesigning services around customers taking advantage of digital technologies and adopting digital techniques for internal working practices</p>	<p>Digital Learning</p> <p>Digital Health and Social care</p> <p>Digital Services for Customers</p>
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We will adopt an approach of continuous incremental improvements rather than a “Big Bang” approach. This has been shown to be most effective in allowing Digital Services to evolve in response to customer needs and experience.

We will seek to review our implementation priorities regularly. It is likely that priorities may change, new technologies may create opportunities or opportunities may arise through emerging national solutions where it makes sense for us to benefit from the economies of scale they provide.

A number of systems are already in the process of modernisation. In addition to ongoing work, a number of priorities have been identified in the first phase of the programme. These will be to:

1. Provide access to a self service portal for customers which allows access to information, booking and payment for services
2. Introduce a new social care management system which allows for integration with Health & Social care partners and which facilitates modernisation of working practices within Social care.
3. Modernise our internal office applications and communications systems by moving to a cloud based online communications platform to enable our officers to work more flexibly and collaboratively
4. Develop the use of Digital Technologies in Learning through the implementation of a Digital Learning strategy

The Digital Transformation workstream will seek to digitally enable and transform services which are presently delivered by a large number of disparate systems to allow greater collaboration and innovation in the way we deliver services.

Technologies

The technology we use to deliver service greatly influences our ability to deliver digital services. When adopting technologies we will seek to ensure they follow a few principles designed to ensure that ICT systems enable Digital service provision.

<p>Cloud based We will seek to use cloud based solutions where it is efficient and practicable to do so.</p>	<p>Cloud First is now the default approach recommended by Government. This will allow us to make services accessible available over the internet from anywhere while taking advantage of the expertise of major technology suppliers and reducing the burden on in-house resources. It will also provide a much greater disaster recover capacity. We will focus the efforts of our ICT professionals on adding business value to our systems.</p>
<p>Simple We will actively seek to reduce the number of different systems we maintain.</p>	<p>By reducing the number of systems used to provide council services we will make it easier for the customer to have a single point of contact with the council and make the information we hold more accurate and up to date</p>
<p>On-line On line customer interactions and self service over the internet using any modern device will be the norm</p>	<p>Customers will be able to access Council services at a time of their choosing without needing to speak to the Council unless they want to.</p>
<p>Smart We will seek to exploit the ability of modern devices to communicate as part of the Internet of Things</p>	<p>We will use smart capabilities to many devices to respond quickly to requests for services, often without any human intervention. Examples might include Smart security monitoring, Smart building and energy management, or interactive digital signage</p>
<p>Nimble We will seek to build solutions which offer a fast implementation time,</p>	<p>The pace of technological change is rapid and as a council we will need to move quickly to adapt to the needs of our citizens and customers</p>
<p>Secure we will ensure that we comply with Information Security and Data Protection standards</p>	<p>To keep data safe from cyber crime we will take great care to ensure our systems are up to date and protected from emerging threats</p>

Report to Council

Date of Meeting: 18 April 2019

Subject: Mainstreaming Equalities Progress Report

Report by: Strategic Director, Partnership & Performance

1.0 Purpose

- 1.1. As part of the Council's statutory requirements under the Equality Act 2010, this report presents progress made by the Council on mainstreaming equality and on the Council's equality outcomes, set out in its Mainstreaming Equality & Diversity 2017-2021 report, approved by Council in 2017. The purpose of this report is to provide a 2 year update on the Council's Mainstreaming Equality and Diversity report. This report also sets out employment data for 2017 and 2018 relating to Equality and Diversity.

2.0 Recommendations

- 2.1. It is recommended that Council note, comment on and challenge the progress made towards achieving the equality outcomes set out in its Mainstreaming Equality & Diversity 2017-2021 report.

3.0 Considerations

- 3.1. The Equality Act 2010 harmonises and replaces previous equalities legislation and sets out the Public Sector Equality Duty (PSED), which requires public authorities to actively consider how they can positively contribute to a more equal society through advancing equality and good relations in their day-to-day business, and in so doing, mainstream equality into public sector culture in practical and demonstrable ways.
- 3.2. The duty, also known as the General Duty, requires public authorities to pay due regard to the need to eliminate unlawful discrimination, victimisation and harassment; advance equality of opportunity; and foster good relations. These requirements apply across the 9 protected characteristics of age, disability, gender reassignment, pregnancy and maternity, race, religion and belief, sex, sexual orientation, and marriage and civil partnership.
- 3.3. Additional specific duties introduced under the act require listed public bodies to:
- Publish a set of equality outcomes every 4 years (Mainstreaming Report)

- Report on progress towards those outcomes every 2 years
 - Report on employment data including; workforce profile, gender pay gap, occupational segregation
 - Publish an equal pay statement
 - Report on Equality Impact Assessments; and
 - Consider award criteria and conditions in relation to public procurement.
- 3.4. The Equality and Human Rights Commission (EHRC) reviews published reports for compliance with the statutory duty.
- 3.5. The Mainstreaming Equality and Diversity in Clackmannanshire 2017 – 2021 report was approved by Council in March 2017. The report sets out 6 Equalities Outcomes:
- 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.
- 3.6. The report sets out progress relating to actions under each of the 6 equalities outcomes. Key achievements include:
- The Equality Impact Assessment process has been updated to incorporate the new Fairer Scotland Duties 2018 which require decision making by the Council to consider socio-economic impacts. Guidance on completing the assessment has been developed to assist employees.
 - We have reviewed the information on our Website and on CONNECT to improve information on translation and interpretation services. We print and publish a range of leaflets and materials with information (in translation) on how customers can access translation and interpretation services.
 - Advice on hate incidents and crimes, including third party reporting arrangements, are in place and published on the Council website.
 - An e-learning module on Equalities is now included in the induction process and is a mandatory learning requirement for all employees.

- Clackmannanshire Council published its first British Sign Language (BSL) Plan in October 2018. The plan is available via the website in both English and BSL videos.
- The Council approved its Mental Health Policy in November 2018. In addition to a number of support measures the Council provides training to managers and employees such as the NHS ‘Mentally Healthy Workplace’ and ‘Mental Health First Aid’ courses. A number of e-learning courses are also available to all employees.
- The Council is committed to applying its Equal Opportunities Statement at all stages of the recruitment and selection process. Shortlisting, interviewing and selection is carried out without regard to age, disability, sex, gender reassignment, pregnancy, maternity, race (including colour, nationality and ethnic or national origins), sexual orientation, religion or belief, marital or civil partnership status, political opinion or trade union membership.
- A pilot using the Place Standard tool (PST) was carried out in 2018. This pilot engaged with around 30 very vulnerable people in Clackmannanshire and aimed to gather views on accessing a range of services in communities for protected groups. Employment and jobs; social connections and community safety were all aspects of community life identified as areas participants would like to improve.
- Clackmannanshire is one of 9 areas in Scotland delivering Fair Start Scotland – a new employment service which helps people who are furthest from the job market to find work.

3.7 Looking forward over the next 2 years we will look to prioritise a number of improvements. These include how we understand and use Equalities data in Clackmannanshire; training for managers on completing Equality Impact and Poverty Assessments and our processes for engaging and communicating with employees.

3.8 Appendix 1 presents progress on the Mainstreaming Equality and Diversity in Clackmannanshire 2017 – 2021 report, including detailed employment data for 2017 and 2018.

4.0 Sustainability Implications

4.1. There are no direct sustainability implications arising from the recommendations in 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

There are no staffing implications arising from the 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)

Clackmannanshire will be attractive to businesses & people and ensure fair opportunities for all

Our families; children and young people will have the best possible start in life

Women and girls will be confident and aspirational, and achieve their full potential

Our communities will be resilient and empowered so that they can thrive and flourish

(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

Not applicable – this report provides an update on the Council's equality outcomes and does not propose any policy changes.

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".

Appendix 1: Mainstreaming Equality and Diversity in Clackmannanshire 2017 – 2021 progress report

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

Mainstreaming Equality and Diversity in Clackmannanshire 2017 – 2021 report

Mainstreaming the Public Sector Equality Duty, Equality and Human Rights Commission, 2016

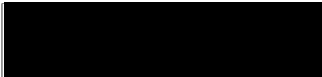
Employee information and the Public Sector Equality Duty, Equality and Human Rights Commission, 2016

Public sector equality duty: Guidance for reporting on gender and employment, equal pay, and occupational segregation, Close the Gap, 2016

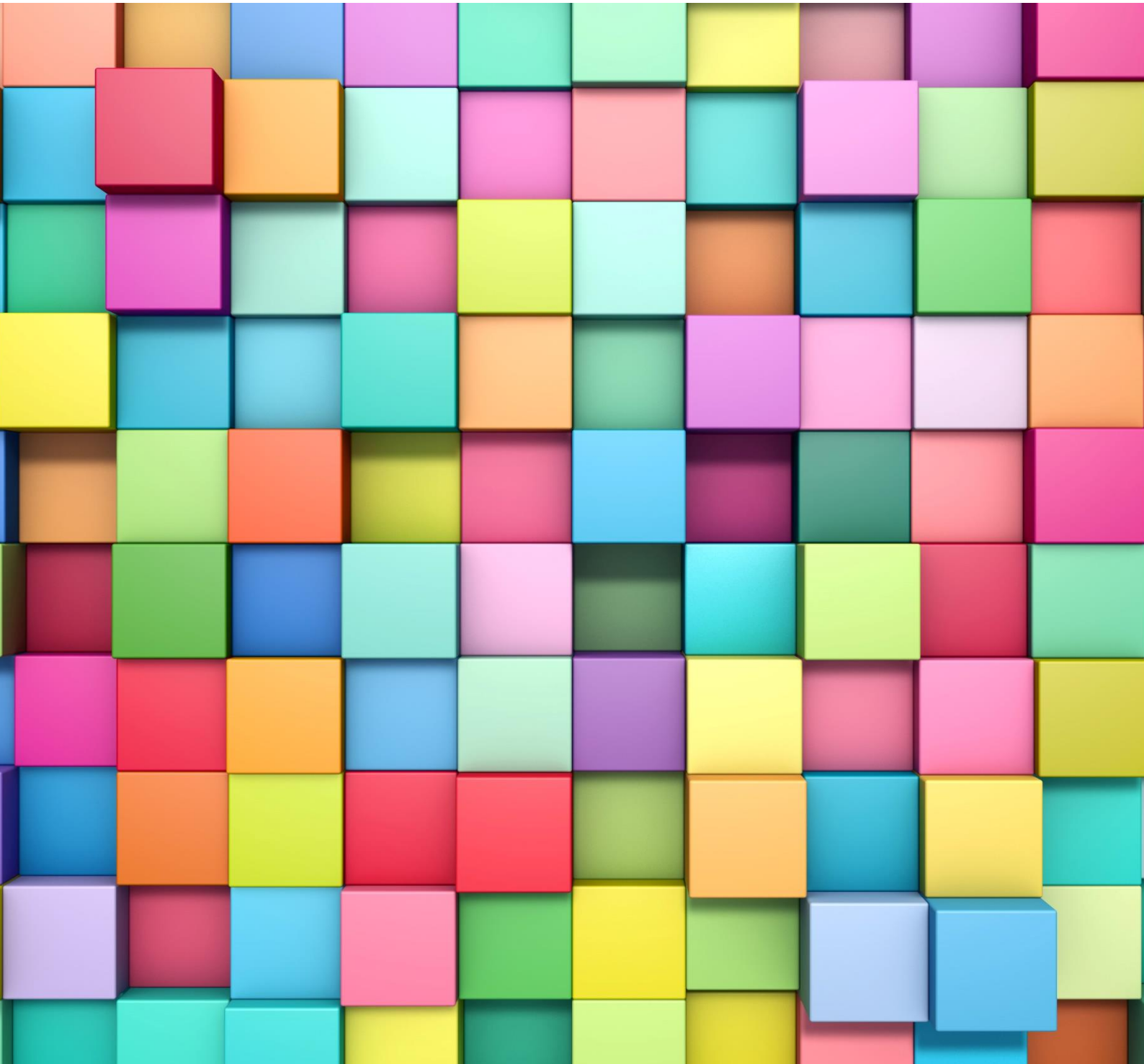
Author(s)

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Cherie Jarvie	Strategy and Performance Manager	2365

Approved by

NAME	DESIGNATION	SIGNATURE
Stuart Crickmar	Strategic Director	

Mainstreaming Equality and Diversity in Clackmannanshire 2017 – 2021



Progress Report 2019



**Clackmannanshire
Council**

www.clacks.gov.uk

Comhairle Siorrachd
Chlach Mhanann

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GLOSSARY

BME	Black and Minority Ethnic
Clacks 1000	Clackmannanshire Citizens Panel of local residents
CTSI	Clackmannanshire Third Sector Interface
LGBTI	Lesbian, Gay, Bi-sexual, Transgender and Intersex
GIRFEC	Getting It Right For Every Child
MAPPA	Multi-Agency Public Protection Arrangements - to ensure the successful management of violent and sexual offenders.
LEP	Local Employability Partnership
CAB	Citizens Advice Bureau
EQIA	Equality Impact Assessment
SDS	Skills Development Scotland

INTRODUCTION

Clackmannanshire Council believes that equality of opportunity should be a guiding principle in all of its activities and is actively working towards the elimination of policies and practices that discriminate unfairly:

The Council is fully committed to the Equality Act 2010, which requires public authorities to actively consider how they can positively contribute to a more equal society through advancing equality and good relations in their day-to-day business, and in so doing, mainstream equality into public sector culture in practical and demonstrable ways (the Public Sector Equality Duty). A fourth component to the Act, the Fairer Scotland Duty, came into force on a three-year implementation basis in April 2018. This places a legal responsibility on public bodies in Scotland to actively consider how they can reduce inequalities of outcome caused by socio-economic disadvantage, when making strategic decisions.

Additional specific duties introduced under the Equality Act 2010 require listed public bodies to:

- Publish a set of equality outcomes every 4 years (Mainstreaming Report)
- Report on progress towards those outcomes every 2 years
- Report on employment data including; workforce profile, gender pay gap, occupational segregation

This report presents progress made by the Council on mainstreaming equality and on the Council's equality outcomes, set out in its Mainstreaming Equality & Diversity 2017-2021 report, approved by Council in 2017, and presents data relating to employment and recruitment.

EMPLOYEE INFORMATION

1. EXCLUDING TEACHERS

Age

	2017		2018	
	No.	%	No.	%
Under 21	81	3.9%	66	3.3%
21-30	259	12.5%	269	13.3%
31-40	349	16.9%	364	18.0%
41-50	551	26.6%	511	25.3%
51-60	660	31.9%	640	31.6%
61 and over	169	8.2%	173	8.6%
All	2069	100.0%	2023	100.0%

Sex

	2017		2018	
	No.	%	No.	%
Female	1465	70.8%	1442	71.3%
Male	604	29.2%	581	28.7%
All	2069	100.0%	2023	100.0%

The following figures are taken from a staff survey, so response levels vary.

Disability (survey results)

	2017		2018	
	No.	%	No.	%
Number of responses	124	100.0%	116	100.0%
Yes	75	60.5%	71	61.2%
Prefer not to say	49	39.5%	45	38.7%

Ethnicity

	2017		2018	
	No.	%	No.	%
Number of responses	1424	100.0%	1418	100.0%
BME	63	4.4%	64	4.5%
White - Scottish	1219	85.6%	1214	85.6%
White - Other	142	10.0%	140	9.9%

Religion and belief

	2017		2018	
	No.	%	No.	%
Number of responses	1396	100.0%	1389	100.0%
Church of Scotland	469	33.6%	453	32.6%
None	573	41.0%	593	42.7%
Other	17	1.2%	18	1.3%
Other Christian	53	3.8%	54	3.9%
Preferred Not to Say	135	9.7%	123	8.9%
Roman Catholic	149	10.7%	148	10.7%

Sexual orientation

	2017		2018	
	No.	%	No.	%
Number of responses	1369	100.0%	1363	100.0%
Heterosexual/Straight	1230	89.8%	1227	90.0%
Not Heterosexual/Straight	18	1.3%	22	1.6%
Preferred Not to Say	121	8.8%	114	8.4%

Marital status

	2017		2018	
	No.	%	No.	%
Number of responses	1494	100.0%	1472	100.0%
Civil Partnership	15	1.0%	17	1.2%
Married	923	61.8%	885	60.1%
Not Married	305	20.4%	326	22.1%
Other	90	6.0%	89	6.0%
Preferred Not to Say	54	3.6%	52	3.5%
Single	107	7.2%	103	7.0%

2. TEACHERS

Age

	2017		2018	
	No.	%	No.	%
Under 21	0	0	0	0
21-30	160	22.9%	148	23.1%
31-40	205	29.3%	200	31.2%
41-50	173	24.7%	166	25.9%
51-60	114	16.3%	104	16.2%
61 and over	47	6.7%	23	3.6%
All	699	100.0%	641	100.0%

Sex

	2017		2018	
	No.	%	No.	%
Female	571	81.7%	525	81.9%
Male	128	18.3%	116	18.1%
All	699	100.0%	641	100.0%

The following figures are taken from a staff survey, so response levels vary.

Disability (survey results)

	2017		2018	
	No.	%	No.	%
Number of responses	14	100.0%	10	100.0%
Yes	9	64.3%	5	50.0%
Prefer not to say	5	35.7%	5	50.0%

Ethnicity

	2017		2018	
	No.	%	No.	%
Number of responses	429	100.0%	392	100.0%
BME	10	2.3%	9	2.3%
White - Scottish	366	85.3%	333	84.9%
White - Other	53	12.4%	50	12.8%

Religion and belief

	2017		2018	
	No.	%	No.	%
Number of responses	427	100.0%	392	100.0%
Church of Scotland	135	31.6%	123	31.4%
None	173	40.5%	163	41.6%
Other	15	3.5%	11	2.8%
Other Christian	21	4.9%	21	5.4%
Preferred Not to Say	33	7.7%	27	6.9%
Roman Catholic	50	11.7%	47	12.0%

Sexual orientation

	2017		2018	
	No.	%	No.	%
Number of responses	429	100.0%	392	100.0%
Heterosexual/Straight	390	90.9%	359	91.6%
Not Heterosexual/Straight	13	3.0%	11	2.8%
Preferred Not to Say	26	6.1%	22	5.6%

Marital status

	2017		2018	
	No.	%	No.	%
Number of responses	455	100.0%	412	100.0%
Civil Partnership	1	0.2%	1	0.2%
Married	260	57.1%	235	57.0%
Not Married	151	33.2%	140	34.0%
Other	13	2.9%	11	2.7%
Preferred Not to Say	16	3.5%	10	2.4%
Single	14	3.1%	15	3.6%

RECRUITMENT

	2017		
Marital status	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	4.3%	6.8%	8.4%
Single/Divorced/Separated/Widowed	50.6%	46.1%	34.7%
Married/Civil Partnership/Living with partner	45.2%	47.1%	56.8%
Total	100.0%	100.0%	100.0%
Caring responsibilities	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	3.7%	6.4%	8.5%
No	60.7%	56.7%	44.1%
Yes (Children under 18)	35.6%	36.9%	47.5%
Total	100.0%	100.0%	100.0%
Applying for a promoted post	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	46.5%	41.7%	48.3%
No	46.5%	48.0%	44.9%
Yes	7.0%	10.3%	6.8%
Total	100.0%	100.0%	100.0%
Religion or Belief	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	9.9%	12.9%	11.9%
Church of Scotland	16.2%	17.8%	20.3%
Other Religion or Belief	3.3%	2.8%	0.8%
None	54.0%	50.3%	51.7%
Other Christian	6.9%	6.9%	3.4%
Roman Catholic	9.8%	9.2%	11.9%
Total	100.0%	100.0%	100.0%

	2018		
Applicants	Selected for interview	Employment offered	
3.3%	3.9%	5.9%	
48.6%	46.5%	35.3%	
48.1%	49.6%	58.8%	
100.0%	100.0%	100.0%	
Applicants	Selected for interview	Employment offered	
3.0%	3.6%	4.7%	
56.4%	58.0%	55.3%	
40.6%	38.4%	40.0%	
100.0%	100.0%	100.0%	
Applicants	Selected for interview	Employment offered	
44.1%	37.7%	47.1%	
49.2%	50.9%	41.2%	
6.7%	11.4%	11.8%	
100.0%	100.0%	100.0%	
Applicants	Selected for interview	Employment offered	
8.3%	8.6%	12.9%	
15.9%	17.2%	23.5%	
3.1%	2.5%	4.7%	
56.1%	57.6%	48.2%	
6.4%	6.3%	5.9%	
10.3%	7.8%	4.7%	
100.0%	100.0%	100.0%	

	2017		
Applicants reporting a disability	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	4.1%	6.5%	7.6%
No	92.7%	90.3%	89.8%
Yes	3.2%	3.2%	2.5%
Total	100.0%	100.0%	100.0%
Sexual orientation	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	6.4%	10.3%	11.0%
Heterosexual/Straight	90.8%	87.8%	88.1%
Other	2.8%	1.9%	0.8%
Total	100.0%	100.0%	100.0%
Applicants identifying as a transgender person or trans person	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	3.4%	5.4%	7.6%
No	96.3%	94.1%	92.4%
Yes	0.2%	0.1%	0.0%
Total	100.0%	100.0%	100.0%
Gender	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	3.1%	5.6%	7.6%
Female	67.0%	67.5%	72.0%
Male	29.9%	27.0%	20.3%
Total	100.0%	100.0%	100.0%

2018		
Applicants	Selected for interview	Employment offered
3.2%	3.4%	3.5%
91.7%	91.9%	92.9%
5.0%	4.7%	3.5%
100.0%	100.0%	100.0%
Applicants	Selected for interview	Employment offered
6.0%	5.9%	8.2%
91.7%	91.8%	91.8%
2.3%	2.4%	0.0%
100.0%	100.0%	100.0%
Applicants	Selected for interview	Employment offered
3.0%	3.5%	3.5%
96.6%	96.4%	96.5%
0.5%	0.1%	0.0%
100.0%	100.0%	100.0%
Applicants	Selected for interview	Employment offered
2.9%	3.3%	3.5%
70.7%	72.7%	70.6%
26.4%	24.0%	25.9%
100.0%	100.0%	100.0%

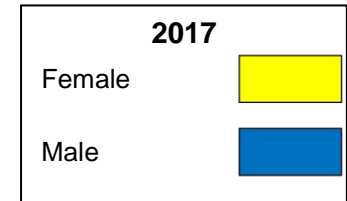
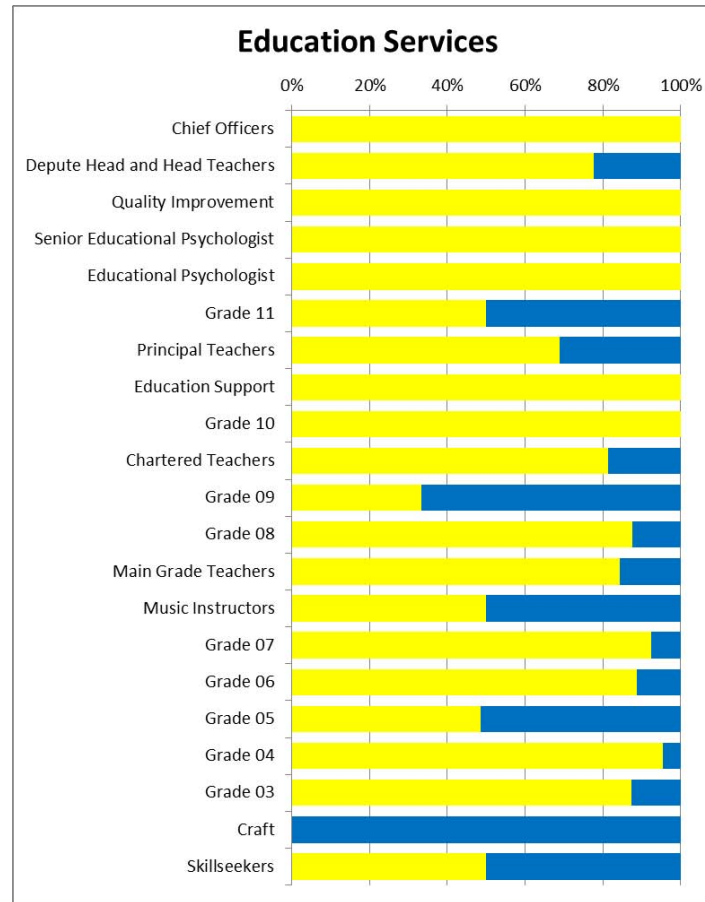
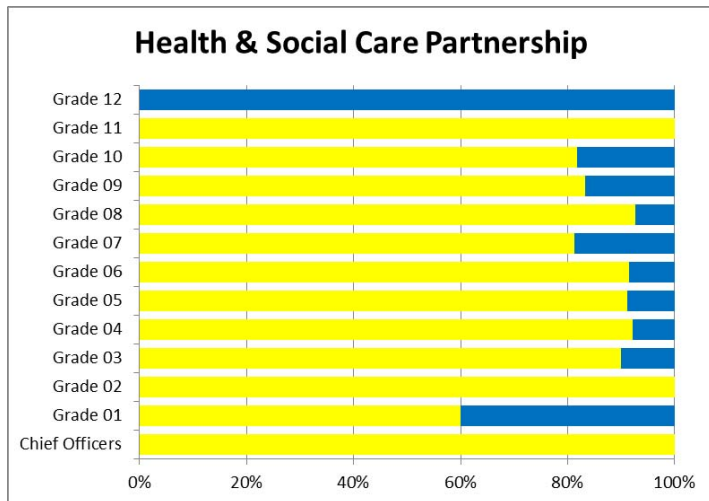
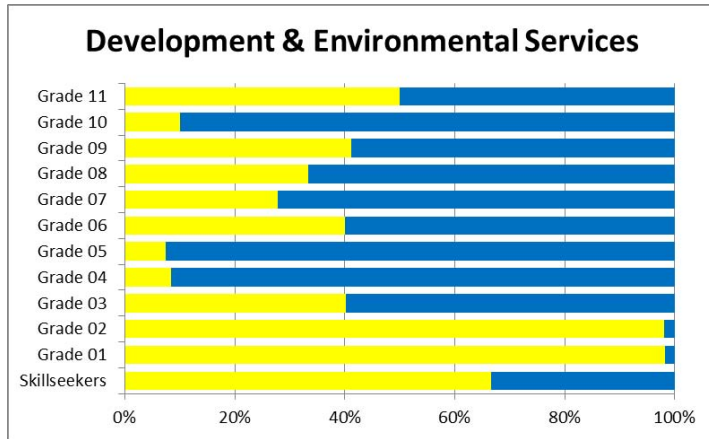
	2017		
Ethnicity	Applicants	Selected for interview	Employment offered
Unknown/Prefer not to answer	4.5%	6.8%	8.5%
BME	2.6%	1.8%	0.0%
White - Other British	8.8%	8.5%	6.8%
White - Other white ethnic group	3.9%	2.8%	5.1%
White - Scottish	80.3%	80.2%	79.7%
Total	100.0%	100.0%	100.0%
Age	Applicants	Selected for interview	Employment offered
Under 21	11.7%	12.2%	7.6%
21-30	33.1%	25.1%	22.0%
31-40	21.0%	23.7%	30.5%
41-50	19.3%	20.4%	23.7%
51-60	10.0%	11.2%	6.8%
61 and over	1.3%	1.3%	0.0%
Unknown	3.6%	6.1%	9.3%
Total	100.0%	100.0%	100.0%

2018		
Applicants	Selected for interview	Employment offered
3.5%	3.8%	4.7%
3.2%	2.2%	0.0%
9.3%	10.3%	8.2%
4.3%	3.3%	1.2%
79.8%	80.5%	85.9%
100.0%	100.0%	100.0%
Applicants	Selected for interview	Employment offered
5.8%	7.1%	2.4%
33.4%	33.6%	23.5%
24.5%	23.8%	28.2%
20.3%	20.1%	20.0%
10.7%	10.6%	17.6%
2.3%	1.6%	3.5%
2.9%	3.2%	4.7%
100.0%	100.0%	100.0%

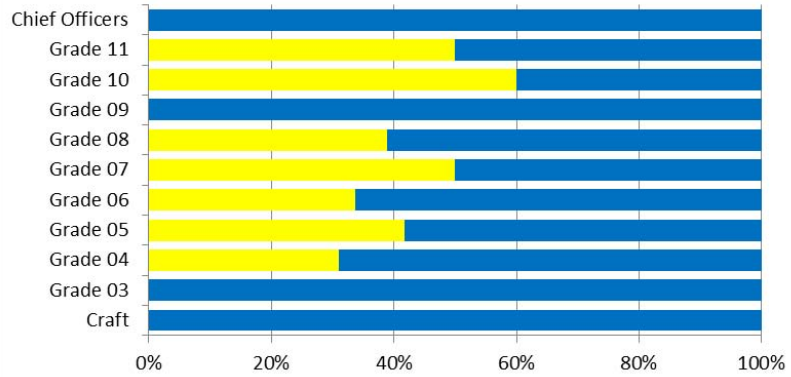
OCCUPATIONAL SEGREGATION

Differences in the distribution of women and men, disabled and non-disabled people and people from different minority racial groups across different occupational categories and job types.

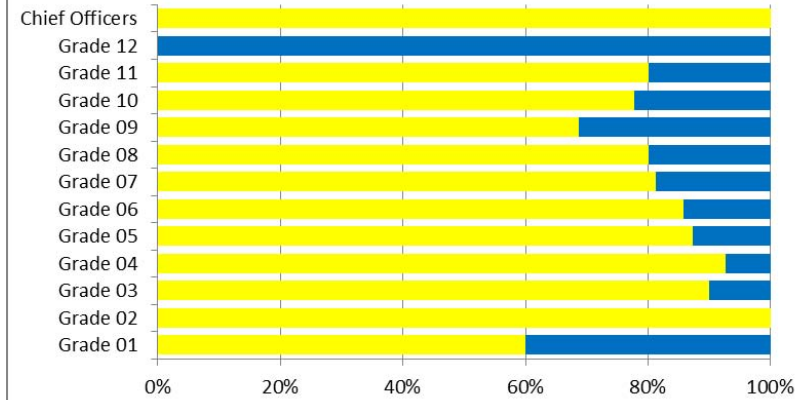
1.1 GENDER BY SERVICE AND GRADE, 2017



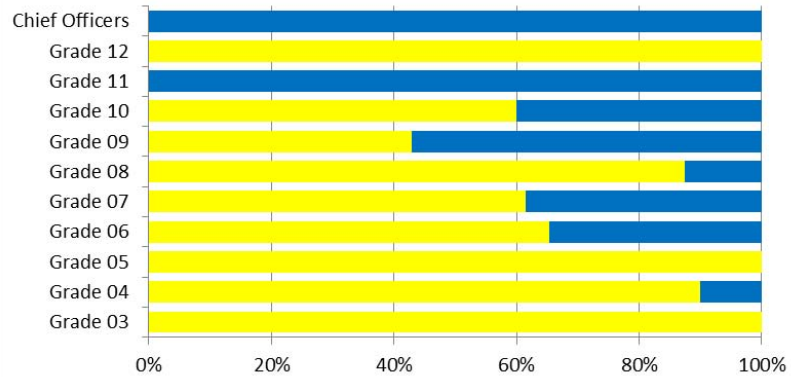
Housing & Community Safety



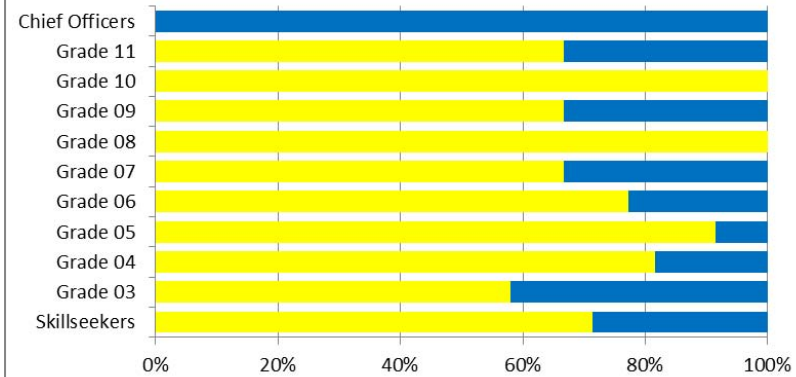
Social Services



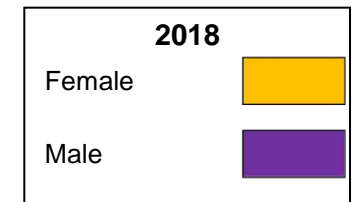
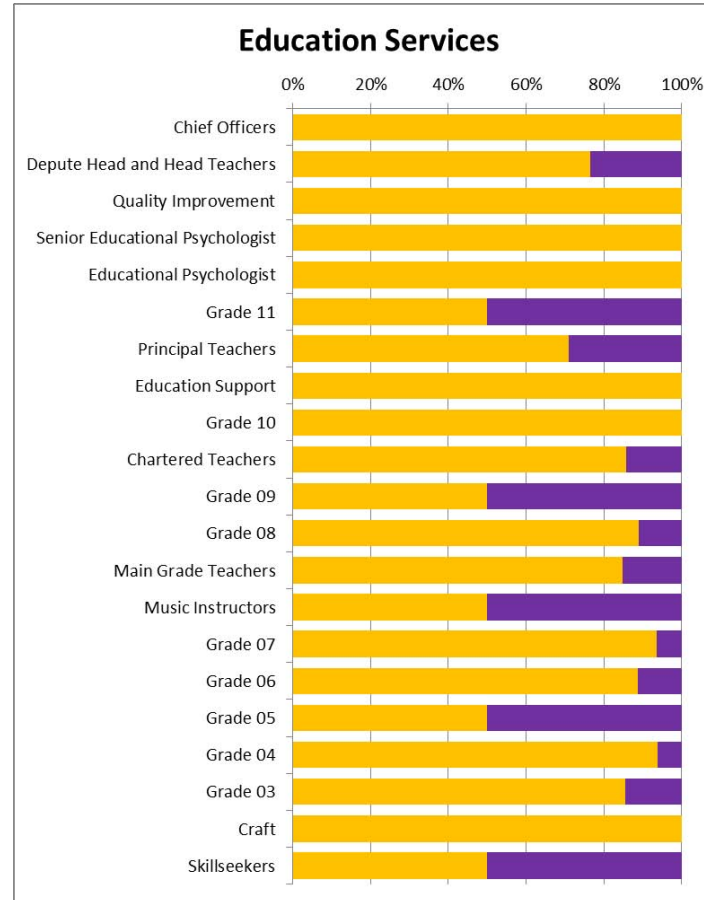
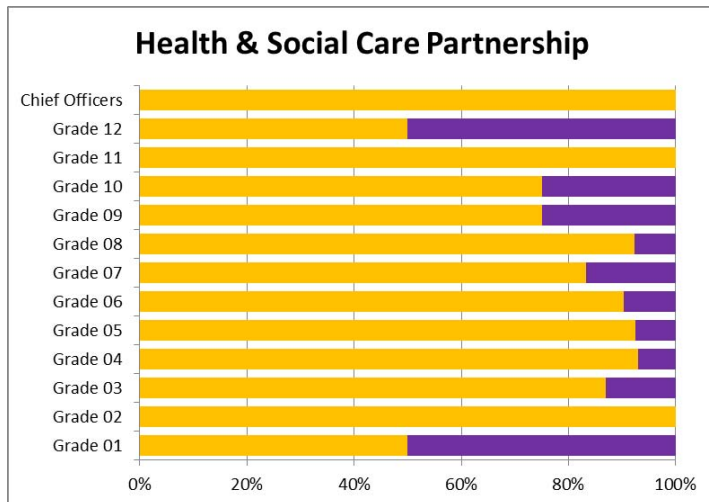
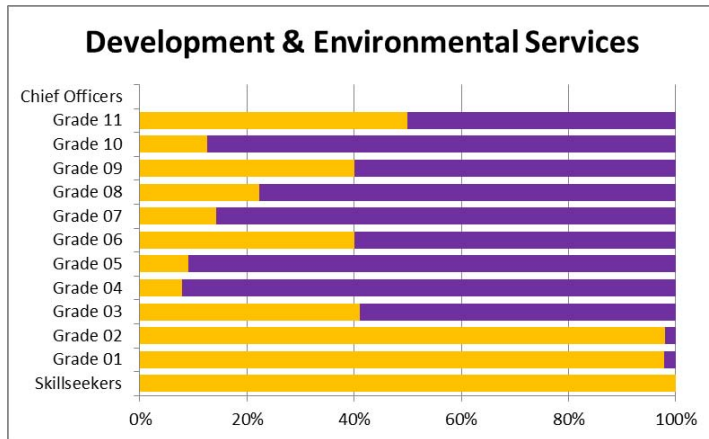
Resources & Governance



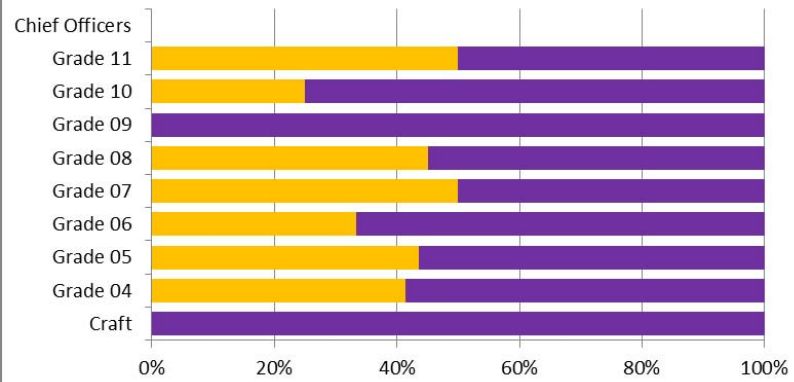
Strategy & Customer Services



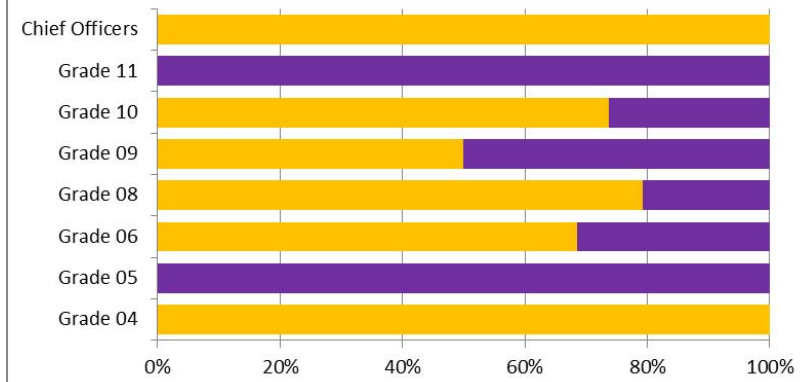
1.2 GENDER BY SERVICE AND GRADE, 2018



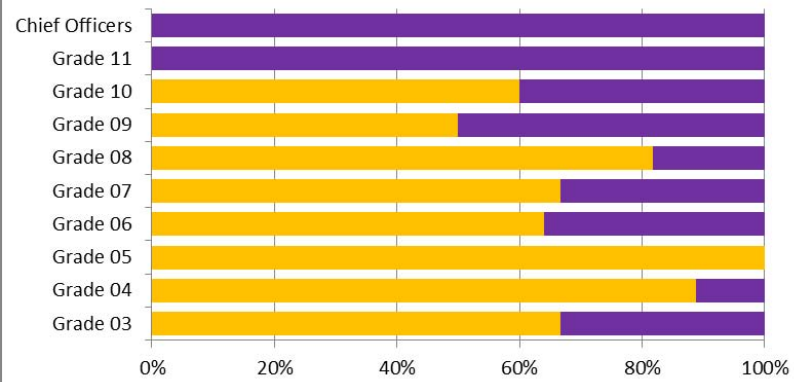
Housing & Community Safety



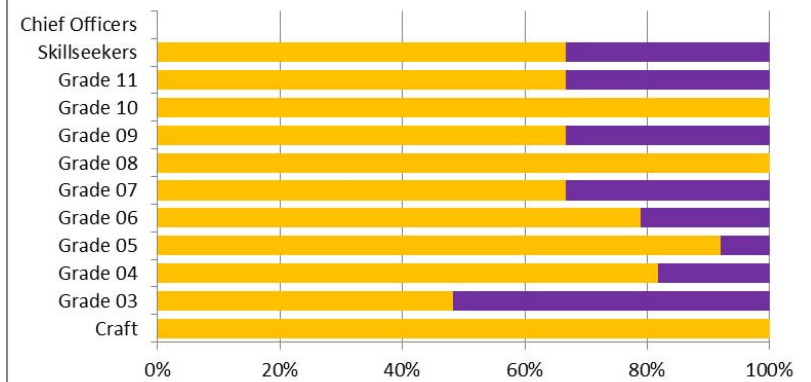
Social Services



Resources & Governance



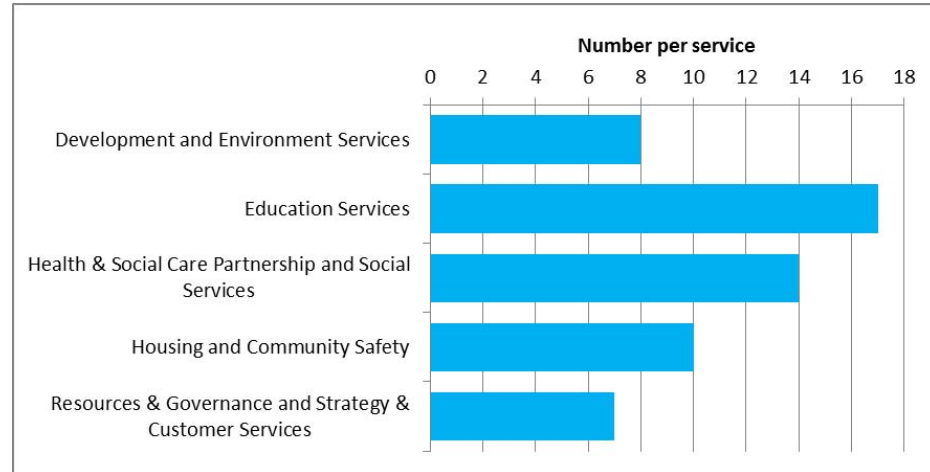
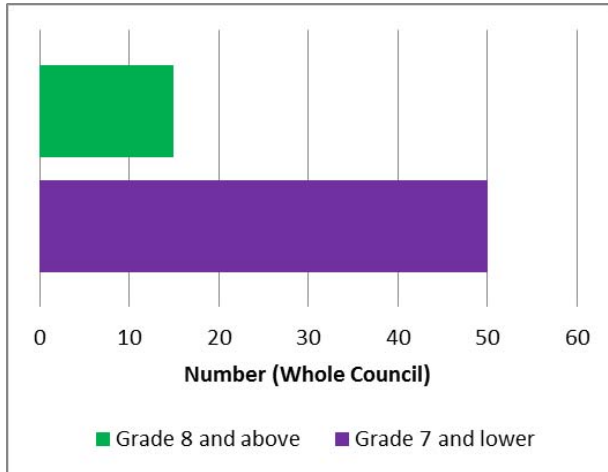
Strategy & Customer Services



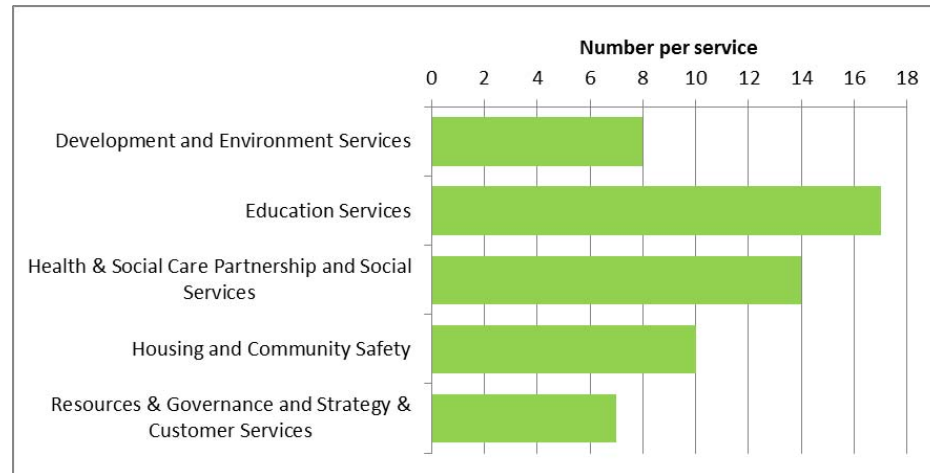
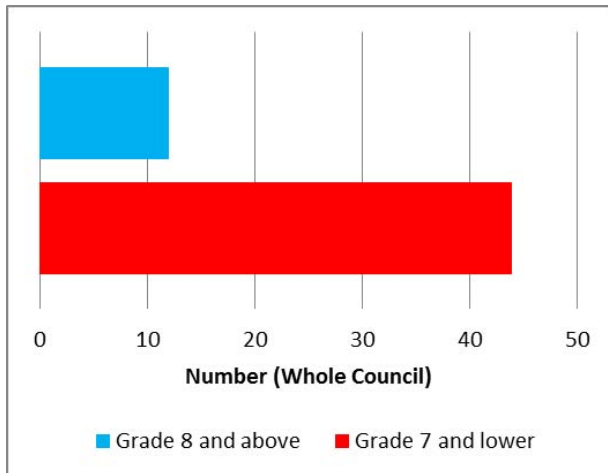
2 DISABILITY BY SERVICE AND GRADE

Owing to the small numbers, some services have been combined.

2017

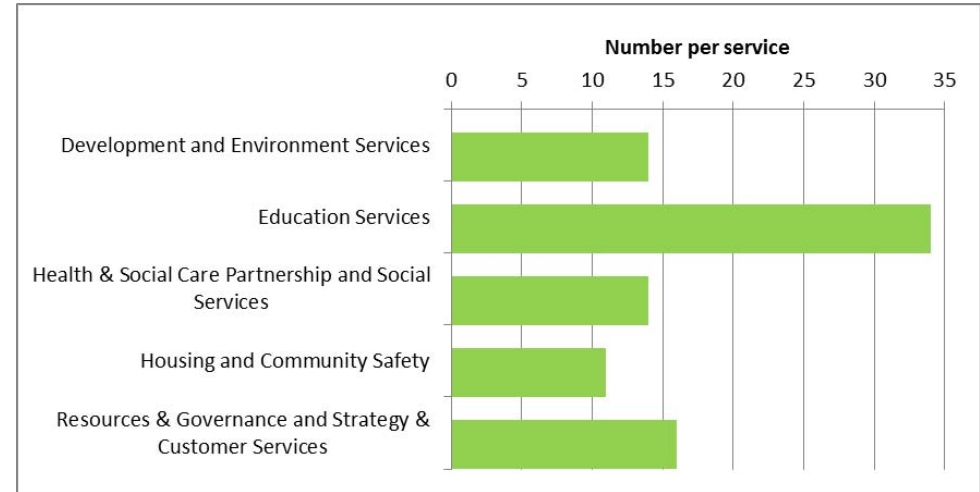
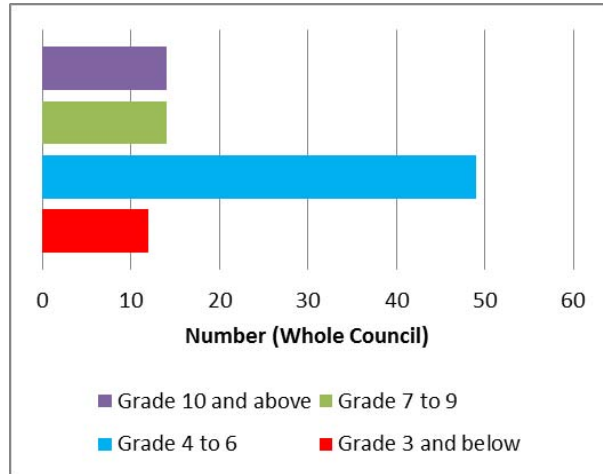


2018

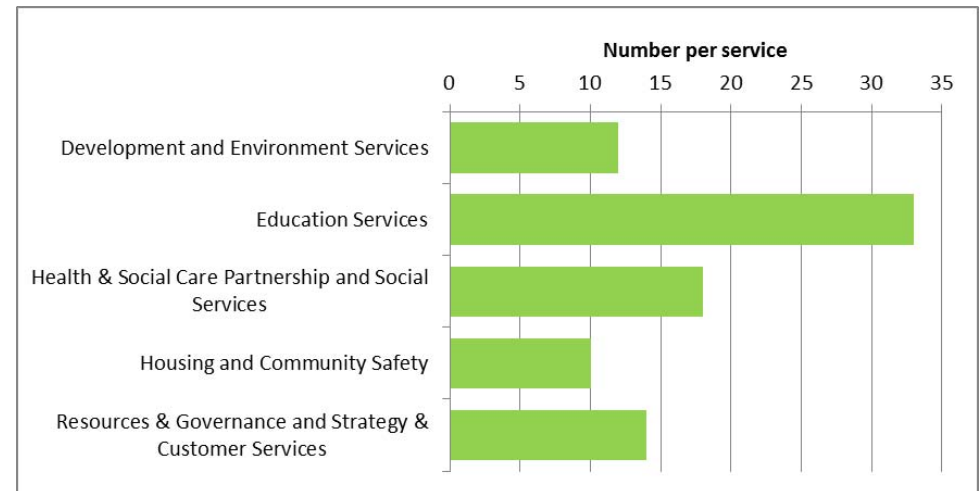
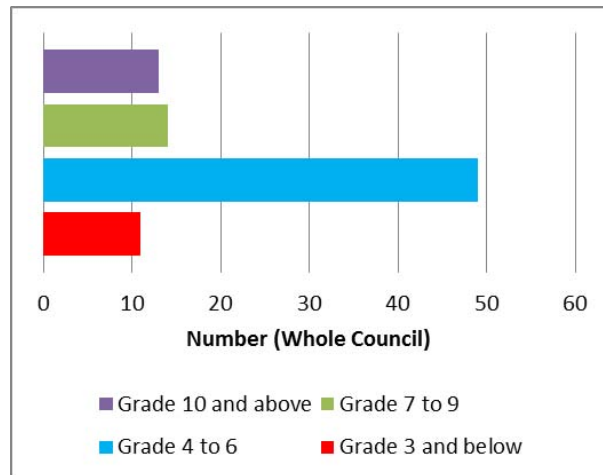


3 BLACK AND MINORITY ETHNIC BY GRADE AND SERVICE

2017



2018



GENDER PAY GAP

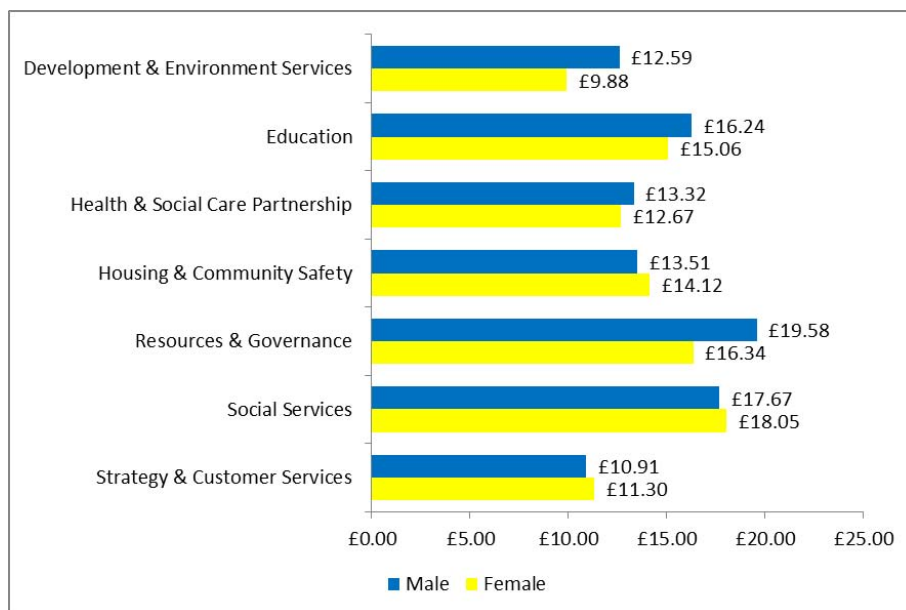
1 COUNCIL GENDER PAY GAP

Percentage difference between women's average (mean) hourly pay and men's average (mean) hourly pay.

	2017	2018
Women	£14.01	£14.26
Men	£14.38	£14.74
% Pay Gap	2.6%	3.3%

2 AVERAGE HOURLY PAY BY SERVICE

2017









2018




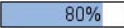

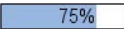



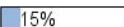
MAINSTREAMING EQUALITIES PROGRESS REPORT


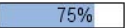



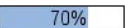



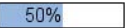
Progress summary

-  In progress, on track/ Completed
-  Check progress
-  Overdue

			
Access to services will be improved by better understanding about the challenges facing different groups and our response to their requirements	11	0	0
People in Clackmannanshire will feel safe	5	0	0
The gap between educational attainment of those with protected characteristics and those without is reduced	9	0	0
People in Clackmannanshire will have improved physical and mental wellbeing and will experience fewer health inequalities	6	0	0
Our organisation values and respects our employees and involves all equally in improving our services	11	0	0
We will work with our partners to reduce poverty and the impact of poverty on protected groups in Clackmannanshire	8	0	0

1. Access to services will be improved by better understanding about the challenges facing different groups and our response to their requirements



Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 001	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.	31-Mar-2020	31-Aug-2017			<p>The Clacks 1000 has not been carried out since 2017. The Community Planning Partnership is considering options for an engagement mechanism to replace the Clacks 1000. A pilot using the Place Standard tool was carried out in 2018. This pilot engaged with around 30 very vulnerable people in Clackmannanshire and a report on the findings was presented to the Clackmannanshire Alliance in December 2018. The engagement interviewed adults with protected characteristics and found that social interaction, work and economy and feeling safe are all aspects of Clackmannanshire that respondents felt needed to be improved. Further work to roll out use of the Place Standard tool is now well underway.</p> <p>As a result of the introduction of GDPR legislation in 2018, we reviewed how we collect personal data via online surveys, including equalities data.</p>
COU EQU 002	We will increase our awareness raising work with staff and partners particularly front facing employees through a programme of training on Equality and Diversity	31-Mar-2021	31-Mar-2021			<p>A wide range of training and awareness work has been done and is continuing. For example:</p> <p>All trades staff have completed Equalities Awareness training and Catering, Janitorial and Cleaning staff have completed Dignity at Work training</p> <p>Equalities Awareness has been integrated into manager training, including Managing Unacceptable Behaviour and Recruitment & Selection</p> <p>Equality and Diversity training is mandatory for all staff and regular reports on employees completing this training is provided for senior managers.</p>
COU EQU 003	We will provide awareness raising briefing sessions for our new elected members as part of the members' induction process.	31-Dec-2017	31-Dec-2017			Completed June 2017.
COU EQU 004	We will review our main communication mechanisms to ensure that they are appropriate for protected groups.	31-Mar-2021	31-Mar-2021			Work to develop a new Corporate Communications Strategy is underway in 2019 following the approval of the Corporate Plan. This development work will include a review of our main external communication mechanisms.

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 005	We will review our mechanisms for engaging with protected groups on how we deliver and improve services.	31-Mar-2021	31-Mar-2021			Through our work with partners we have reviewed how we engage with protected groups on delivering and improving services. The Place standard tool is a key mechanism, but we have also reviewed how we engage with communities supported by Clackmannanshire Third Sector Interface (CTSI) and how we engage with protected groups. As an example in 2018/19 engagement took place on the Corporate Plan with Oor Voices group of care experienced young people; with young people through the Youth Council as part of the 'Have your Say' consultation to develop the new Community Learning and Development Plan ; and work to engage with 39 adult Syrian learners with the integration programme.
COU EQU 006	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 diversity and implementation of this plan.	31-Mar-2021	31-Mar-2021			Topic-specific task and finish groups have been established to deliver key actions in this plan. Strategy and Performance service has the overall responsibility to deliver the mainstreaming outcomes.
COU EQU 007	We will run further awareness raising sessions on carrying out Equality Impact Assessments (EQIA).	30-Nov-2019	30-Nov-2017			The EQIA process has been updated to incorporate the new Fairer Scotland Duties 2018 which require decision making by the Council to consider socio-economic impacts. This assessment tool was used for the first time as part of the 2019/20 budget decision making process. Training options are being explored through Scottish Councils Equalities Network, in particular e-learning. Clackmannanshire Council recognise the importance of rolling out training on completing Equality Impact Assessments. We are seeking advice from a range of national partners on implementing this training.
COU EQU 008	We will improve access to translation and interpretation services and ensure key documents are available in languages other than English.	31-Dec-2017	31-Dec-2017			We have reviewed the information on our Website and on CONNECT to improve information on translation and interpretation services. We print and publish a range of leaflets and materials with information (in translation) on how customers can access translation and interpretation services. Information to raise awareness amongst staff on providing information in alternative formats and languages has been carried out through the staff newsletter.
COU EQU 009	We will review corporately how we are gathering information and monitoring equalities groups using our services.	31-Mar-2021	31-Mar-2018			Equalities data is gathered when we conduct significant online surveys, including the annual budget engagement survey. This data will be reviewed, as well as data gathered via the census.





Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 010	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	31-Mar-2021	30-Apr-2018		<div style="width: 60%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 60%	Gender pay gap and employment segregation analysis have been enhanced and recruitment data has been added (see previous sections in this report). Further effort will be made to increase staff completion of personal data on iTrent, to improve future equality monitoring and to broaden the scope of employment data analysis.
COU EQU 011	We will develop a strategy on our use of British Sign Language in line with national guidance.	31-Jul-2018	31-Jul-2018		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 100%	Our first BSL Plan was approved by Council 25/10/18. The plan is available via the website in both English and BSL videos.


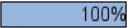



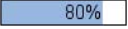

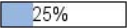

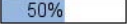
2. People in Clackmannanshire will feel safer

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 012	We will work with our partners to improve how we record and report Hate Crimes in Clackmannanshire.	31-Dec-2017	31-Dec-2017		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 100%	Advice on hate incidents and crimes, including third party reporting arrangements, are in place and published on the Council website. We are keeping up to date with developments relating to Lord Bracadale's review and requirements on the Council that might arise from the review.
COU EQU 013	We will continue to support the development of and implementation of the Violence Against Women Partnership Strategy and Action Plan.	30-Jun-2019	31-Mar-2018		<div style="width: 85%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 85%	The Violence Against Women Strategy for Clackmannanshire will be presented to the Alliance for approval in June 2019, following consultation with stakeholders in early 2019. The partnership has worked with the Improvement Service and National Equally Safe Co-ordinator to develop the strategy for Clackmannanshire.
COU EQU 014	We will review how we support and monitor services to address hate crimes against those with disabilities in Clackmannanshire.	31-Dec-2017	31-Dec-2017		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px;"></div></div> 100%	I Am Me Scotland is a community based charity that works in partnership with Police Scotland to tackle disability hate crime and create a network of 'Keep Safe' places across Scotland. Keep Safe is a network of local businesses and organisations that are approved and trained to be a 'safe' place for anyone who feels lost, confused, scared or vulnerable when out in the community. The Keep Safe initiative has been rolled out across Clackmannanshire with a number of local businesses and organisations, including the Council, participating in the network of 'safe' places.




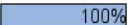


Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 015	We will support the development of and raise awareness of MARAC with Council employees and partners.	31-Jul-2017	31-Jul-2017		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	A MARAC Awareness session was held for a range of partners through the 16 Days of Action campaign in November 2017. MARAC continues to be part of regular discussion with partners across Community Safety; Violence Against Women and Community Justice. An update on MARAC is provided through regular scrutiny on the Local Policing Plan for Clackmannanshire. The Forth Valley Public Protection Newsletter has also provided information on MARAC alongside other key public protection matters.
COU EQU 016	We will work with Community Planning Partners to implement the new Equally Safe Delivery Plan when published by Scottish Government.	31-Mar-2018	31-Mar-2018		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	See COU EQU 013. Equally Safe will be delivered through the Violence Against Women Strategy for Clackmannanshire.







3. The gap between educational attainment of those with protected characteristics and those without is reduced

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 017	We will revise our Corporate Parenting Strategy in Clackmannanshire. This will have a key focus on reducing inequalities for young people in Clackmannanshire.	30-Apr-2018	30-Apr-2018		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	The Clackmannanshire Corporate Parenting Plan 2018-21 was approved by Council in December 2018. Care experienced young people, were invited to contribute their views to the plan on what worked for them and what needs to be improved. The plan sets out the actions to be delivered for looked after children and young care leavers, together with how success will be measured.
COU EQU 018	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.	31-Mar-2018	31-Mar-2018		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	The Education Improvement Framework has been approved.
COU EQU 019	We will refresh our Integrated Children's Services Plan which will have a key focus on reducing inequalities for young people in Clackmannanshire.	31-May-2017	31-May-2017		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	The Children's Services Plan was approved in September 2017, and published in October 2017.
COU EQU 020	We will implement the Scottish Attainment Challenge in Clackmannanshire.	31-Mar-2021	31-Mar-2021		<div style="width: 100%;"><div style="background-color: #4f81bd; height: 10px; width: 100%;"></div></div> 100%	Implementation ongoing. The National Improvement Framework for Education is in place.

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 021	We will implement our guidance on 'Support for Transgender and Gender Variant Children in School'.	31-Mar-2021	31-Mar-2021			The Transgender and Gender Variant Children guidance for schools has been replaced by the LGBT Youth Guidance on supporting Transgender and Gender Variant children in schools, which all Clackmannanshire education establishments are now following.
COU EQU 023	We will continue to support our LGBTI Youth Forum in Clackmannanshire	31-Mar-2021	31-Mar-2021			Young people in the Lesbian, Gay, Bi-sexual, Transgender and Intersex (LGBTI) group contribute to the work of LGBTI Youth Commission for Scotland. The group meets fortnightly in the Bowmar Centre, Alloa. The group is open anyone aged 13-25 years old and group members are encouraged and supported to take the lead. The group currently has 38 members.
COU EQU 024	We will revise our Education Anti-bullying Policy and guidance.	31-Mar-2020	31-Mar-2018			A draft Clackmannanshire Anti-bullying strategy has been developed in collaboration with Respectme, Scotland's Anti-Bullying Charity . The draft strategy includes a definition of what bullying behaviour is, approaches to support any children who are displaying bullying behaviour and also any children who are subject to bullying behaviour as well as refreshed procedures for recording and intervention. Workshops have been held for parents and further events are planned for pupils and other stakeholders.
COU EQU 025	We will implement our Parent and Family Support Strategy in Clackmannanshire	31-Mar-2021	31-Mar-2021			A Corporate Parenting Group has been set up. The Early Years Parenting Group continues to meet and arrange parenting sessions for parents in early years establishments, and training for staff around GIRFEC and Child Protection is continuing on a regular basis.
COU EQU 026	We will continue to provide opportunities for individuals with protected characteristics to increase their qualifications through delivery of the Council's Employability programme	31-Mar-2021	31-Mar-2021			Between 1 April 2017 until 31 January 2019, we supported 130 young people and unemployed adults to increase their qualifications through delivery of our employability programmes. We will continue to provide training opportunities in 2019/20 for local residents who are eligible for our employability programmes.




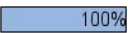

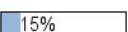

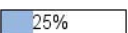




4. People in Clackmannanshire will have improved physical and mental wellbeing and will experience fewer health inequalities

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 027	We will roll out a programme of mental health first aid training to staff and partners through the Community Wellbeing and Safety Partnership.	31-Aug-2017	31-Aug-2017		 100%	<p>Mental Health first aid training has been rolled out to employees and partners and the Council is exploring how Mental Health First Aiders can support and assist staff.</p> <p>The Council approved its revised Mental Health Policy in November 2018 continuing the Council's commitment to maintaining the wellbeing of its staff. In addition to a number of support measures the Council provides training to managers and employees such as the NHS 'Mentally Healthy Workplace' and 'Mental Health First Aid' courses. A number of e-learning courses are also available to all employees.</p> <p>The Council also runs regular campaigns to encourage awareness of mental health issues and has reintroduced employee counselling in 2018 via PAM Assist.</p>
COU EQU 028	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.	30-Apr-2017	30-Apr-2017		 100%	<p>A range of co-ordinated partnership training packages are in place and are ongoing. This includes a range of workforce development training across the public protection agenda including: substance misuse, domestic abuse, child protection, adult protection and MAPPA. Training is well embedded and shared across partners including Council, health, police, fire and third sector.</p>
COU EQU 029	Working with our partners we will support third sector organisations to identify inequalities and develop assets based community led responses.	31-Dec-2017	31-Dec-2017		 100%	<p>A range of assets based community engagement activity is ongoing supported by partners and the third sector. Since 2017 Clackmannanshire has seen a significant rise in the number of community organisations including trusts and new social enterprises emerge. A new Community Learning and Development Strategy was approved in 2018 which aims to build on many of assets in our communities in Clackmannanshire. Work using the Place Standard tool is underway to support this work.</p> <p>Clackmannanshire Council works closely with CTSI to help support third sector organisations providing services to people and communities facing inequality or socio-economic disadvantage.</p>









Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 030	Working with our partners we will run a number of Health and Wellbeing events in Clackmannanshire with a focus on our most disadvantaged communities.	30-May-2017	30-May-2017			Community Wellbeing and Safety events were held in Coalsnaughton, Tullibody and Hawkhill, Alloa, promoting local services, resources and information available in relation to well-being and safety to the community. The CWSP also supports the annual Happiness Festival, run by Resonate, a fortnight of well-being activities for all ages. The Partnership continues to support weekly well-being outreach session at the Speirs Centre. Workshops were held in 2017 and 2018 with frontline LEP staff with the purpose of increasing their confidence, knowledge and awareness for signposting and supporting young people around their resilience.
COU EQU 031	We will continue to deliver a specifically targeted programme of curricular, extra curricular and school holiday sporting activities in primary, secondary, special schools and leisure facilities for protected groups in Clackmannanshire.	31-Mar-2018	31-Mar-2018			Clackmannanshire Council approved the Sport and Active Living Framework for Clackmannanshire in January 2019. A central focus of the framework is to ensure that all people have access to the benefits of sport and physical activity in Clackmannanshire regardless of their circumstances. In 2017 sports development ran a pilot aimed at supporting young care experienced people to take part in the Sports Development summer programme. 60 young people were assisted to take part and a total of 978 pupils attended the summer programme.
COU EQU 032	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.	31-Dec-2017	31-Dec-2017			A range of mental wellbeing interventions are being provided in Clackmannanshire. This includes Scottish Mental Health First Aid and Applied Suicide Intervention Training Skills. In 2018 21 mental health first aid training was delivered including 3 in secondary schools. 3 applied suicide intervention training skills courses were delivered. Stress Control classes are provided in Clackmannanshire as well as a range of literature and advice on managing stress and promoting wellbeing. Klacksun is an adults forum for people with mental health problems to consider, review and develop principles and practices in relation to these services. Klacksun is coordinated through CTSI on behalf of the Health and Social Care Partnership.






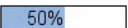
5. Our organisation values and respects our employees and involves all equally in improving our services


Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 033	We will continue to provide access to stress control classes for all staff.	31-Mar-2021	31-Mar-2021			Stress control classes are offered to employees to attend throughout the year. Information on mental health at work is also provided to staff through https://www.mentalhealthatwork.org.uk/
COU EQU 034	We will review access to training and uptake of training for protected groups of employees.	31-Mar-2020	31-Mar-2018			Arrangements for recording this information will be taken forward in 2019. The Council's iTrent HR system functionality allows training events to be recorded.
COU EQU 035	We will implement equalities training as part of the induction process for all new employees.	31-Jul-2017	31-Jul-2017			An e-learning module on Equalities is now included in the induction process and is a mandatory learning requirement for all employees.
COU EQU 036	We will review key HR policies in respect of equality and diversity on a rolling basis.	31-Mar-2021	31-Mar-2021			All the Councils main policies have been reviewed and updated and we are now moving into a phase of continued review and development. EQIAs are completed for all new and updated policies, which are also subject to Council approval.
COU EQU 037	We will review our policies on recruitment to ensure appropriate activities are undertaken to target under represented groups employed by Clackmannanshire Council.	31-Aug-2021	31-Aug-2018			The Councils recruitment and selection policy and procedures were reviewed, updated and approved by Council in September 2017. The Council is committed to applying its Equal Opportunities Statement at all stages of the recruitment and selection process. Shortlisting, interviewing and selection is carried out without regard to age, disability, sex, gender reassignment, pregnancy, maternity, race (including colour, nationality and ethnic or national origins), sexual orientation, religion or belief, marital or civil partnership status, political opinion or trade union membership. Reasonable adjustments to the recruitment process will be made to ensure that no applicant is disadvantaged because of their disability. The Council, in line with other Local Authorities, uses the myjobsotland portal for advertising vacancies to attract as wide a pool of potential applicants as possible. We are also an accredited disability confident employer and our new policy takes account of positive action in the recruitment process.

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 038	We will continue to provide appropriate support to enable our staff with disabilities to carry out their duties (ie hearing aids, visual aids, physical aids).	31-Mar-2021	31-Mar-2021			Optima provide Occupational Health (OH) support to the Council. One function of the OH service is to ensure that we are able to identify and put into place reasonable adjustments for our staff to ensure that they are able to carry out their duties. This can involve engagement with GPs, consultants, Access to Work etc to ensure appropriate steps and actions are taken.
COU EQU 039	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.	31-Dec-2017	31-Dec-2017			Completed in June 2017
COU EQU 040	We will review our main internal communication mechanisms to ensure that they are appropriate for protected groups.	31-Dec-2019	31-Dec-2017			Work to develop a new Corporate Communications Strategy is underway in 2019 following the approval of the Corporate Plan. This development work will include a review of our main internal communication mechanisms.
COU EQU 041	We will review our mechanisms for internally engaging with protected groups on how we deliver and improve services (ie focus groups/workshops with employees)	31-Dec-2020	31-Dec-2017			A staff survey was conducted for the first time for five years in 2018 with results reported in early 2019. A staff survey working group has been formed to make use of the results and help develop our workforce and our organisation.
COU EQU 042	Improve the health of Clackmannanshire Council's staff through work towards achieving Healthy Working Lives Gold Award.	31-Dec-2017	31-Dec-2017			We successfully retained the Healthy Working Lives award at Silver Level after the annual review in October 2018. The cross-service working group works together to help ensure the Council workplace is a healthy and positive place to work. A variety of activities and initiatives available to staff through this initiative, including: <ul style="list-style-type: none"> • Health checks, which include blood pressure, heart rate, lung capacity, hip to waist ration, weight, body fat percentage and Body Mass Index (BMI) • Subsidised leisure centre membership. • Stress Control Courses. • Counselling help line • Mental Health & Stress Management e-learning • Smoking cessation support • A range of health and wellbeing campaigns
COU EQU 043	We will maintain our Disability Confident employer status	31-Mar-2017	31-Mar-2017			The Council has been reaccredited as a Disability Confident Employer until 2020.

6. We will work with our partners to reduce poverty and the impact of poverty on protected groups in Clackmannanshire

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 044	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 and Localities Plans.	31-Jul-2017	31-Jul-2017		 100%	Completed July 2017. This work informed the development of the Local Outcome Improvement Plan outcomes and locality priorities.
COU EQU 045	Working with a range of partners we will continue to provide a range of initiatives aimed at minimising the impact of fuel poverty in Clackmannanshire.	31-Oct-2018	31-Oct-2018		 100%	A range of energy advice has been provided to households in Clackmannanshire. 14 employees have completed the Energy Awareness Course. The Citizens Advice Bureau (CAB) will start training front line staff on fuel poverty champions training. 293 new referrals have been made for fuel advice through CAB and almost 600 water saving packs provided to households to reduce fuel costs.
COU EQU 046	Working with our Community Planning Partners we will pilot a programme of work to support women on low incomes in Clackmannanshire.	31-Dec-2017	31-Dec-2017		 100%	The Thrive programme pilot was carried out in 2018 with 9 women and ran over 16 weeks. The programme, which will be rolled out over 2019/20 aims to develop skills and confidence focussing on change for a healthier lifestyle. Clackmannanshire was successful in a bid for the Pathways from Poverty project which will commence in April 2019. It aims to work with women in groups to increase confidence, Resilience, financial capabilities and promote enterprise.
COU EQU 047	Support financial inclusion services for protected groups	31-Dec-2017	31-Dec-2017		 100%	Targeted work being done in partnership with CTSI and CAB on supporting people affected by Universal Credit. CTSI provides support to make a claim and set up an account so that they can access their claim online. During 2018 more than 150 people used this service. CAB undertake preventative, early intervention and remedial activities to mitigate the risks of vulnerable people falling further into debt. They do this by providing information and support to people to help them build their knowledge, skills and confidence in making informed choices about their financial affairs and can assist with immediate action in crisis situations. More than 250 people accessed this service during 2018. From April 2019 CAB will take on a contract funded by the DWP, to help new UC claimants to get on line and make a claim, and to develop the skills required to manage their online accounts and journals.

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COU EQU 048	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.	31-Mar-2018	31-Mar-2018			The Health & Social Care Partnership has introduced a range of leaflets and are looking at introducing an app.
COU EQU 049	We will continue to provide the Choose Life Programme in Clackmannanshire to help address mental health and risk of suicide.	31-Jul-2017	31-Jul-2017			Clackmannanshire's Choose Life coordinator sits within the Integrated Mental Health Services in the wider HSCP. A Suicide Prevention Action Group across Clackmannanshire and Stirling is being set up to take forward a local suicide prevention strategy for Clackmannanshire and Stirling. In addition work is already progressed – Applied Suicide Prevention training is already being provided by 3 courses delivered in 2018. A suicide prevention crisis card was developed with national and local helplines and support and 5000 have been disseminated across Clackmannanshire and Stirling. 8 suicide prevention awareness sessions have been delivered for partners with further sessions planned.
COU EQU 050	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.	31-Dec-2021	31-Dec-2018			<p>The Clackmannanshire Local Employability Partnership (LEP) has produced a directory of employability services in Clackmannanshire which is updated on an annual basis. The LEP, which is made up of community planning partners including the Council, DWP, SDS, Forth Valley College, NHS FV and CTSI, continues to meet on a quarterly basis to promote, support and add value to employability services in Clackmannanshire.</p> <p>Clackmannanshire is one of nine areas in Scotland delivering Fair Start Scotland, a new employment support service which helps people who are further from the jobs market to find work.</p> <p>Fair Start Scotland supports people who are struggling to find work. This may be because they:</p> <ul style="list-style-type: none"> •have a disability or additional support needs •have a health condition •have caring responsibilities •are a single parent •have been unemployed for a long time •are a care leaver •are from a minority ethnic community •are a refugee •are a person with a conviction

Pentana Ref.	Action	Due Date	Original Due Date	Status	Progress	Latest Note
COU EQU 051	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.	31-Mar-2025	31-Mar-2018		<input type="text" value="30%"/>	With our partners in Stirling, we reached a Heads of Terms agreement for investment of over £90m in the region designed to drive inclusive economic growth. The programme includes the establishment of Scotland's International Environment Centre at Alloa West as well as investment in culture, heritage and tourism, active travel and skills and inclusion.

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