

Ethnic Minority Advisory Group Meeting
 Wednesday 24th January 2007: 3:00pm – 4:30 pm
 CIPFA Conference Centre, 3 Robert Street, London, WC2N 6RL

Minutes of Meeting with Action Points

Attendees:

Name	Organisation
Iqbal Wahhab (Chair)	Private Business / Entrepreneur
Parvin Ali (Deputy Chair)	FATIMA Women's Network
Symon Sentain (Deputy Chair)	The Bridge New Deal for Communities
Azhar Ali	TMP People Consulting
John Attree	London First
Jonathan Baldrey	Talent / At Work
Tunde Banjoko	Leap
Collette Cork-Hurst	TGWU
Jeremy Crook	Black Training and Enterprise Group (BTEG)
Rokhsana Fiaz	The Change Institute & New Formations Agency
Mohini S Gujral	Presentation Group
Adeeba Malik	QED UK / Ethnic Minority Business Forum
Rev Janet Murray	Community Family Challengers
Wilf Sullivan	TGWU / TUC
Helen Wollaston	Equal Opportunities Commission
Zainab Yasmeen	ATL Enterprise, Yorkshire Ltd
Shaynul Khan	East London Mosque
Peter Fanning	OGC
Nahid Majid	DWP, Deputy Director
Tania Salahuddin	Ethnic Minority Campaigner, Enterprise Insight
Raj Patel	Director of Policy Enterprise Insight
Carol McDonald	DWP
Viv Miller	DWP
Dudu Souleiman	DWP
Dan Monzani	DWP
Boyd Wood	DWP
Apologies:	
David Boyle	
Marcia Roberts	
Faraz Yousufzai	
Nim Njuguna	

Agenda Item 1 - Welcome and introductions

1. Iqbal Wahhab welcomed everyone to the meeting, including Don Monzani, the new Team Leader for the Ethnic Minority Employment Team in DWP.

Agenda Item 2 - Minutes of last meeting: 3rd October 2006

2. The minutes were agreed. Action points 1, 2, 4 and 6 are carried forward to the next meeting.

Agenda Item 3 – Chairman's Feedback

3. Iqbal gave an update of meetings and activities he has been engaged with since the last EMAG meeting. These include:

- EMAG contribution to House of Lord Select Committee hearing

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- Letter to Sir Gus O'Donnell about EM representation in Senior Civil Service
- Meetings with David Higgins and Paula Hirst from the ODA about engaging EMAG in the early stages of the Olympics Equality and Diversity Delivery Plans.
- Meeting with Pauline Berry and Colin Middleton from LDA about Procurement and diversity in Olympics contacts.
- Discussion with Jeremy Crook, BTEG about providing a 'watching brief' on the City strategy agenda to ensure that the diversity angle is not missed
- Discussion with the new Chair of the CRE about a number of initiatives which will be developed over the coming months.

4. Comments received:

- We need to scrutinise the system to ensure that smaller contractors are fairly represented.
- There is no visible progress on the EPEP recommendations. What's happening?
- Employer commitment to diversity is poor.

5. Nahid explained that the EPEP recommendations are being taken forward through the Task Force agenda for example, the City Strategy and that ECOTEC is looking at the Business plan. Also that the Think Tank Learner Network will feed into the City Strategy Board.

AP1: Secretariat to find out what is happening with EPEP recommendations.

AP2: Iqbal to invite Jessie Jackson to a Task Force meeting and Lee Jasper to speak at an EMAG meeting.

AP3: EMAG representation is needed on the City Strategy Board

Agenda Item 4 – Presentation on Enterprising Culture

6. Raj Patel from Enterprise Insight gave a very useful presentation on the campaigns they are running in different regions of the country to encourage and develop young Entrepreneurs. The aim is to foster an enterprise culture in which leadership and sustainable actions are encouraged across the different sectors of the economy.
7. Enterprise Insight is engaged with the Make Your Mark Campaign and the Princes Trust - their biggest supplier. Enterprise Week (13 – 19 November) was supported by the Chancellor. Enterprise Insight is working to a national target and has campaigns in Liverpool, Coventry, Wakefield and Teesside. They are aware of the 1.5 million ethnic minority clients and are working to find ways of engaging them, and also encouraging professional role models from ethnic minorities to be Champions.

8. Comments received:

- It was suggested that Enterprise Insight would benefit from engaging with the campaigns such as the 'ICan Foundation.

AP4: Secretariat to circulate Raj's contact details to EMAG members who may want to be engaged with the project.

Agenda item 5 - Transforming Government Procurement

9. Peter Fanning from the OGC gave a very helpful presentation on Government Procurement and explained OGC's new role and its challenges. Key points from the presentation:

- The Government has improved its procurement capability in recent years, in particular with the establishment of the Office of Government Commerce (OGC) and OGC buying solutions in 2000, and a programme of Gateway reviews to foster better project management and delivery. The OGC will focus on transforming procurement in central

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government, be a smaller, high calibre organisation and work closely with departments and supplier to improve capacity and effectiveness

- The Challenges to meet the public's demands for increasingly high quality public services of good value for money and in a sustainable way is to harness the benefits that businesses can offer through their commercial expertise and ability to innovate, through the procurement function, including property management that is increasingly adaptable, flexible and knowledgeable about the commercial world.
- The OGC will have powers to set the procurement standards departments need to meet , monitors performance, make sure people with the right skills are in the right jobs with the right incentive, demand department collaboration when buying common goods and services and work closely with Major Projects Review Groups to ensure that the most complex projects are subject to high standards of scrutiny and support when the business case is approved and before proceeding to tender and contact signature.
- Government want to encourage small BME business and is aware of the bureaucracy that sometimes gets in the way. However, it is important that Small BME businesses get training and build capacity.
- EU ruling is not a barrier. Foundations are already set for the Olympics and policies that need to be in place are in place. We can achieve policy goals through procurement.

10. Main concerns from EMAG members:

- Too many 'coffee shop deals' are made so there should be policies in place to prevent them happening. Peter said that all complaint will be taken seriously and invited the group to write to the Chief Executive of the Audit Commission and the Local Government Ombudsman with any known malpractice.
- Does the OGC collect data on EM businesses? Peter said that this has not been done except for a small project in the West Midlands and Hackney.
- Another key comment was the size of the government procurement contract and what does it mean in practice? Like in America, will procurement push the barriers? Peter invited EMAG to open up a dialogue about the issues.

AP5: Secretariat to arrange meeting with Adeeba, Tunde et al to look at the issues around Government procurement and how ethnic minorities will benefit.

Agenda Item 6 - Funding for Ethnic Minorities

11. Due to time constraints we were unable to have this presentation. Papers to be circulated for discussion at the next meeting.

AP6: Secretariat to circulate paper on funding to EMAG members

Agenda Item 7 – EMAG Key Priorities

12. Rokhsana made a case for developing the status and role of EMAG. She argued that the Group needed clarity, should have a more legitimised status, be able to develop policies and demonstrate its values to Ministers. EMAG should have a budget with 'dedicated' secretariat staff to support the work. EMAG should consult on the implementation of policies and get on key working groups. It was agreed that EMAG would meet for half a day to develop a work plan and the way forward.

AP7: Secretariat to circulate Rokhsana's paper to EMAG members

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AP8: Secretariat to arrange a half a day seminar by end of February to develop a work programme and examine the status of the group.

Agenda Item 8 - AOB

13. There was no other business.

Next Meetings:

Date	Time	Venue
Wednesday 22nd Febuary 2007*	2:00pm - 5:00pm	DWP, Adelphi
Wednesday 28th March 200	3:00pm - 4:30pm	Cipfa
Tuesday 19th June 2007	3:00pm - 4:30pm	Cipfa

* ½ day workshop to develop EMAG work programme and priorities

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SUMMARY OF ACTION POINTS

	Action	Responsible	Deadline
AP 1	To find out what is happening with EPEP recommendations	Secretariat	17 Feb 07
AP 2	To invite Lee Jasper to the next EMAG meeting	Secretariat/ Iqbal	28 Feb 07
AP 3	To ensure EMAG representation on the City Strategy Board	Secretariat	
AP 4	Secretariat to circulate Raj's contact details to EMAG members	Secretariat	9 Feb 07
AP 5	To arrange a meeting with the OGC, Adeeba et al to look at the issues around Government procurement and ethnic minorities.	Secretariat	9 Feb 07
AP 6	Circulate paper on the funding for discussion at the next meeting.	Secretariat	16 Feb 07
AP 7	To circulate Rokhsana's paper to EMAG members	Secretariat	14 Feb 07
AP 8	Secretariat to arrange a half a day seminar, by end of February, to develop a work programme and examine the status of the Group.	Secretariat	28 Feb 07

Action Points carried forward from previous meeting:

	Action	Responsible	Deadline
AP1	Invite Lee Jasper to the next EMAG meeting	Secretariat	Review for next meeting
AP2	Invite Waqar Azmi to present the findings of the report on EM in the SCS at the next meeting	Secretariat	Review for future meetings
AP4	Need update on the City Strategy Pathfinder event	Secretariat	March 2007
AP6	Invite learning and Skills Council to the next meeting	Secretariat	Review for future