

**Ethnic Minority Employment Task Force
Stakeholder Group Meeting**
Thursday 23rd February 2006
CIPFA, 3 Robert Street

Meeting notes and Action Points

Attendees:

Nahid Majid

Chuka Umunna
Monica Coke
Jeffrey Lennon
Ada Maduakoh
Robert Irvine
Viv Miller
Carol McDonald
Emma Heppenstall

Apologies:

Jonathan Baldrey
Jeremy Crook
Adeeba Malik

Organisation:

Chair of Stakeholder Group / Turner & Townsend

Herbert Smith LLP
West Midlands Regional Development Agency
Black Training and Enterprise Group
ProDiverse
DWP
DfES Seconded to DWP
DWP, Task Force Secretariat
DWP, Task Force Secretariat

Talent / At Work Recruitment
Black Training and Enterprise Group
QED UK

Wilf Sullivan
David Boyle
Ann-Marie Dixon-Barrow
Symon Sentain
Anjana Parmar

TUC
Dunraven School
Fullemploy
Marsh Farm NDC
Luton Training and Mentoring

Welcome and introductions

Robert opened the meeting and explained that Nahid will be joining the meeting later.

Agenda item 1: Stakeholder Group Membership

Robert Irvine explained that the main outcomes of the review of the Stakeholder group were:

- The group should be more focused with fewer members
- Should advise the Ethnic Minority Employment Task Force (EMETF) on proposals for ethnic minority employment
- Act as a consultative body for government departments and challenge policy.

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Robert announced that Nahid Majid would no longer be the Chair of the Stakeholder Group as she had been successful in her recent application to become Head of Ethnic Minority Employment Division within the DWP.

At the recent EMETF meeting Jeremy Anderson suggested that the National Employment Panel's (NEP) Minority Ethnic Group (MEG) should be merged with the Stakeholder Group. Officials have looked into this and have decided to go ahead with the merger. Officials will be talking to MEG about this.

It is proposed that the process to become a member of the new group would be for people to apply via an application form. Criteria for becoming a member of the new group and the application form will be advertised on the Website.

Monica Coke asked whether there had been a review of the Stakeholder Group and the EMETF and what had it achieved?

Robert Irvine explained that there had been a review of the Stakeholder Group last year and the main findings of this had been sent out and discussed at the December meeting. The EMETF will be formally reviewed after March this year. At the EMETF, Ministers realised that practical steps were needed to drive forward progress.

Monica Coke pointed out that there are many government initiatives within London and that it was important to recognise that progress is needed nationally.

Robert Irvine explained that for example the Olympics would impact nationally, especially regarding supply chain issues. Any new group would need to consider the issue when commenting on new government policy to ensure that initiatives do not just focus on London.

Agenda item 2: Terms of Reference

Monica Coke asked that the Terms of Reference for the new group is drawn up by members of the new group rather than being imposed. This would facilitate a "bottom-up" approach. Robert suggested and it was agreed that the Secretariat should prepare a draft Terms of Reference to be discussed and agreed by the new group at its first meeting.

AP 1: Terms of Reference to be drafted for consideration at the next meeting.

Membership Criteria:

Membership of the new group could apply to 2 different groups of people:

1. who you represent
2. i.e. CBI, TUC, Ethnic minority groups, faith groups etc or

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3. Experience you can offer
4. i.e. Academic background, Employment Law, Procurement expert, people representing providers of government contracts and ethnic minority employment issues.

There was a general discussion about how the new group should be run taking into account lessons learnt over the last year.

AP 2: It was requested that the Terms of Reference for the NEP's MEG and the EMETF group should be circulated to the Group.

AP 3: Any evaluation of the MEG group should be circulated and the date the group was established.

Nahid Majid discussed the achievements of the Stakeholder Group over the last year and said that it had been a good year and that the workshop held was beneficial to the group.

Agenda item 3: EMETF meeting update and forward priorities

Nahid Majid gave an overview of the discussion at the recent EMETF meeting (27th January 2006). Priorities were agreed which included the Olympics, Procurement; the need to use flexibilities to achieve maximum output and value for money of existing government programmes; the City Strategy outlined in the Empowering people for Work Green Paper published by the DWP would be used to achieve this.

Employer discrimination, advice and guidance and Government recruitment and progression were also identified as key areas where practical progress could be made.

Nahid stated that she had a useful discussion with Rt Hon Richard Caborn from Department of Culture, Media and Sport (DCMS) about the Olympics and that the new group will be able to contribute towards the delivery of the priorities, suggesting who and how policies should be delivered.

DTI and DfES will be producing papers for the next EMETF meeting on Employer Discrimination, advice and guidance and Education & Skills.

AP 4: Papers to be circulated to the group after they are presented to the Ministerial EMETF meeting.

Robert Irvine stated that the group should comment on the Procurement Framework pilots that were about to be run by the DWP and Home Office (HO).

Monica raised concerns that there were pilots that had been run in the West Midlands and Haringey but that not enough resource had been committed to ensure that the programmes were sustainable.

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AP 5: Jeffrey Lennon asked for the brief on Procurements to be circulated.

Ada Maduakoh asked how Fair Cities and Ethnic Minority outreach (EMO) sat within the City Strategy. Robert said that there was not enough detail developed on this, but that the evaluation of the initiatives would feed into the City Strategy. The Fair Cities approach was integral to the City Strategy, however should not be piloted in the same area as this would make evaluation difficult.

There was a discussion around the number of programmes and different funding streams currently in operation and the confusion and lack of communication between them.

Robert explained that there would be no new funding for the City Strategy, rather that the strategy would be more effective in bringing together funding already available in a more flexible tailored way to deliver employment support.

Ada Maduakoh raised the issue of the current round of Jobcentre Plus Prime contracts that potentially would exclude a number of small providers, many of whom delivered ethnic minority employment programmes.

It was thought that sub-contracting would be expected by JCP in delivering programmes that would keep smaller contractors involved.

AP 6: Robert to provide a note to Ada on this

Agenda item 7: AOB

There were no items put forward for discussion.

The group thanked Nahid for her contributions to the Stakeholder group as the Chair.

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Summary of Action Points:

Action Point	Action	Owner	Due
AP 1	Terms of Reference to be drafted for consideration of the new group	Secretariat	1 st meeting of the new group
AP 2	Terms of Reference for the NEP's MEG and the EMETF group should be circulated to the Group	Secretariat	By next meeting
AP 3	Any evaluation of the MEG group should be circulated and the date it was established.	Secretariat	By next meeting
AP 4	DTI & DfES Papers for the EMETF to be circulated to the group.	Secretariat	After next EMETF 26 th April 2006
AP 5	Brief on Procurements to be circulated	Secretariat	By next meeting
AP 6	Response to JCP prime contracting issue	Secretariat	By next meeting

Next Stakeholder Group meeting will be in May or early June, the Secretariat will confirm the date of this and future meetings.

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