

# Ethnic Minority Advisory Group Meeting

Tuesday 3<sup>rd</sup> October 2006, 3:30pm – 6:00 pm  
CIPFA Conference Centre, 3 Robert Street, London WC2N 6RL

## Meeting notes and Action Points

<b>Attendees:</b>	<b>Organisation:</b>
Iqbal Wahhab (Chair)	Private Business/Entrepreneur
Parvin Ali	FATIMA Women's Network
Helen Wollaston	Equal Opportunities Commission
Dr Nim Njuguna	Cambridge Ethnic Community Forum
Marcia Roberts	Recruitment and Employment Confederation
Hugh Harris	London First
Collette Cork-Hurst	TGWU
Faraz Yousufzai	Working Links (Birmingham)
Mohini S Gujral	Presentation Group
Shaynul Khan	East London Mosque
Zainab Yasmeen	ATL Enterprise, Yorkshire Ltd
Jeremy Crook	Black Training and Enterprise Group (BTEG)
Jonathan Baldrey	Talent/At Work
Adeeba Malik	QED
Rokhsana Fiaz	The Change Institute and New Formations Agency
Rev Janet Murray	Community Family Challengers Project
Frank Hont	Unison (COIC)
Graham Evans	ODA
Mandy Mayer	DCMS
Nahid Majid	DWP
Christine Wright	DWP
Carol McDonald	DWP
Emma Heppenstall	DWP
Veronica Gerald	DWP
<b>Apologies:</b>	
David Boyle	Head teacher, Dunraven School
Symon Sentain	The Bridge New Deal for Communities
Wilf Sullivan	TGWU
Tunde Banjoko	LEAP
John Attree	London First
Azhar Ali	TMP People Consulting
Zainab Yasmeen	ATL Enterprise
Professor Ted Cante	Institute of Community Cohesion and IDeA

### Agenda Item 1 - Welcome and introductions

Iqbal Wahhab welcomed everyone to the meeting, apologises and introductions were made.

### Agenda Item 2 - Minutes of 21<sup>st</sup> July, 2006

The Minutes were agreed. All action points were cleared apart from:

**AP1: Secretariat to invite the Mayor's Office (GLA) to the next EMAG meeting.**

### **Agenda Item 3 – Update from meetings**

Iqbal Wahhab gave an update on recent meetings he had attended:

#### **Ethnic Minority Employment Task Force (EMETF) meeting**

The next EMETF meeting should give Task Force members the opportunity to have an informal discussion on key issues. This will be a good chance to move the Ethnic Minority Employment agenda forward.

#### **Jeremy Anderson, National Employment Panel (NEP)**

This meeting discussed procurement matters and how to structure this in a sensitive manner. There is a need to deliver results without upsetting people. Iqbal Wahhab welcomed input from the group on this issue.

#### **Waqar Azmi, Chief Diversity Advisor, Cabinet Office**

This meeting discussed the 10 Point Plan and senior civil servant target. It was suggested that EMAG should write to departments regarding figures and monitoring of the workforce. There was discussion as to who would be best place to do this and it was decided that the letter should be addressed to Sir Gus O'Donnell as Head of the Home Civil Service. Waqar should also be invited to the next meeting.

### **Nahid Majid gave the following updates:**

#### **Divisional Update**

The Ethnic Minority Employment Division (EMED) has become a wider new division called the Area Initiatives and Communities Division (AICD). The new division will be led by Nahid Majid and will include teams covering the City Strategy, Area Initiatives, Deprived area Funds, Disadvantaged Communities and the work of Ethnic Minorities, including the Ethnic Minority Employment Task Force.

#### **City Strategy Update**

The City Strategy Pathfinder areas have been asked to provide Business plans stating how they will operate. A pathfinder event is to be held on 13<sup>th</sup> October 2006, this will allow pathfinders an opportunity to share knowledge and experiences. There will be set strategic directions and templates for business plans. The group were asked for project ideas.

### **Key points discussed:**

#### **There was a general discussion around issues:**

- Generic templates for the business plan;
- How the agenda links in with Local Area Agreement (LAA), Department for Communities and Local Government (DCLG) and Regional Development Agency (RDA);
- Outreach activities in areas outside the pathfinders;
- Effects the City Strategy will have on programmes and the evaluation process.

**There are no generic templates for the business plans.**

Membership of the Task Force and the work of the new division will incorporate closer working links with the LAA and other departments.

The Deprived Area Fund (DAF) will cover deprived areas in 1043 wards in England and Wales. Jobcentre Plus districts will use money, with private and voluntary sectors, for projects procured through a tendered process.

The City Strategy should support the evaluation process which will be conducted independently. The DAF team has a consultant who will address the evaluation process.

Jonathan Baldrey pointed out that DWP made an error in the timing, by ending Ethnic Minority Outreach (EMO) and the availability of DAF funding. Providers are making their staff redundant which will mean a shortage of experienced staff to delivery the service when funds are made available.

Iqbal Wahhab will be meeting with the Minister and will raise this issue.

**AP 2: Secretariat to invite Waqar Azmi to next EMAG meeting**

**AP 3: Secretariat will draft a letter to Sir Gus O'Donnell, Head of the Civil Service regarding figures and monitoring of the workforce.**

**AP 4: Update on the City Strategy event will be given at the next meeting.**

**AP 5: Nahid Majid asked the group for project ideas, Secretariat to coordinated the response.**

#### **Agenda Item 4 - Presentation and Discussion – EOC: Black Minority Ethnic (BME) Women's Employment**

Helen Wollaston from the Equal Opportunities Commission gave a presentation on ethnic minority women in employment. (see the attached document)

Key points from the presentation were:

- Educational success doesn't guarantee success at work
- Gender pay gap is 10% higher for Pakistani women and 5% higher for Bangladeshi women
- There are fewer ethnic minority women in managerial or senior roles, which deters others coming forward
- The issue is not just about discrimination but to do with skills mismatch, lack of local jobs, flexible working and inadequate childcare provision

A discussion followed and it was suggested that a good way forward would be through the Business Commission (NEP) and a public funded campaign to promote and support the work of the EOC. Another area would be to look at existing programmes such as the City Strategy, Olympics and the Train to Gain scheme.

Concerns were raised on the lack of geographical aspects as there are differences between the aspirations of women in various regions. EMAG should influence and link into this agenda to ensure BME women issues are incorporated. DCLG is represented on the Task Force by the Minister for Women and Equality. Learning and skills is also an area needing further exploration, therefore it was suggested that the Learning and Skills Council (LSC) be invited to the next meeting.

## **AP 6: Learning and Skills Council (LSC) to invited to the next meeting.**

### **Agenda Item 5 - Presentation and Discussion – ODA: Procurement**

Graham Evans from the Olympic Delivery Authority (ODA) gave a presentation on procurement.

Key points from the presentation were:

- LOCOG runs the Olympics and Para Olympics
- The ODA build facilities
- 90% of the ODA spending is on procurement, Procurement Policy Values includes promoting equality & diversity
- Currently developing Equality & Diversity strategy, looking at:
  - opening up supply chains and considering the use of incentives; and
  - working with DTI and RDA supporting businesses to get ready for the bidding process.

Graham has asked the group for their ideas to support contract clauses (demand side).

There were concerns on contracts being 'stitched up', as most ethnic minority organisations capital programmes have been reduced and these businesses may fall into the bottom tier of the contracts. Work passed on from the London Development Agency (LDA) still needs building on, such as the Equality and Diversity strategy. Not many contracts have been let, around 100 million out of 4 billion in terms of value.

A question was raised in regards to contract compliance and what penalties were being imposed. Graham stated that the ODA approach was to incentivise rather than to penalise and seen as a more positive and constructive way of working with employers. Targets and monitoring will be in place; external validation will be undertaken by an independent body. The process will be done by a sub group of the London Sustainable Development Commission.

It was suggested that a meeting be held with David Higgins, Chief Executive of the ODA to get commitment at a senior level.

**AP 7: Graham asked EMAG members to contact him with their comments and ideas to support contract clauses (demand side). The secretariat will forward Graham's contact details.**

**AP 8: A meeting will be held with DCMS, David Higgins (ODA), EMAG Chair and DWP to discuss issues raised.**

### **Agenda Item 6 - Presentation and Discussion – Commission on Integration and Cohesion**

Frank Hont gave a presentation on the Commission on Integration and Cohesion.

Key points from the presentation were:

- The Commission on Integration and Cohesion was launched on 24th August, 2006. Darra Singh is chair and there are 13 Commissioners.
- The Commission will report to the Secretary of State for Communities and Local

Government next June and covers England only but will consider issues which affect Scotland and Wales; undertake its work within the context of existing Government policy; have eight set themed meetings in each English region and be supported by a Research, Outreach and Engagement Programme.

A discussion followed the presentation on linking targeted young people to work programmes. Graduate schemes and migrant workers were also raised as an issue. These will be addressed and will be incorporated into the work of the Commission.

### **Agenda Item 7 – Open discussion**

A general discussion on EMAG key priority list that was distributed to the group took place. It was suggested that each member should champion a priority area / issue. Members were asked to complete the form with a first and second choice option, preferably relating to their interest or experiences.

Parvin Ali suggested that the group should look at what is currently being done on the procurement agenda rather than at specific related issues. It was agreed that this work should be incorporated into EMAG work programme, utilising the expertise of group members.

It was suggested that 'funding' should be added to the priority list as this is an area of concern which is currently affecting programmes specific to ethnic minority groups.

The general consensus was that ethnic minority businesses will loss out on contracts to larger companies and that they would more likely be represented in the lower tiered contractors level.

Attendance at meetings was discussed and it was agreed that if a member did not attend for 2 meetings or more then a letter should be sent enquiring if the member still wanted to be part of the group. Other people had expressed an interest in joining the group could be invited to apply.

**AP 9: Funding to be added to priority list.**

**AP 10: EMAG members to inform the secretariat on two priority areas they would like to champion by Friday 3<sup>rd</sup> November.**

**AP 11: Secretariat to arrange a presentation on funding for the next meeting.**

**AP 12: Secretariat will prepare a list of people that had not attended for the Chair and draft a letter.**

**Next Meetings:**

**\* Please note the change in dates**

<b>Date</b>	<b>Time</b>	<b>Venue</b>
<b>Wednesday 24<sup>th</sup> January 2007</b>	<b>3:00pm - 4:30pm</b>	<b>TBC</b>
<b>Wednesday 28<sup>th</sup> March 2007</b>	<b>3:00pm - 4:30pm</b>	<b>TBC</b>
<b>Tuesday 19<sup>th</sup> June 2007</b>	<b>3:00pm - 4:30pm</b>	<b>TBC</b>

## SUMMARY OF ACTION POINTS

	<b>Action</b>	<b>Responsible</b>	<b>Deadline</b>
<b>AP 1</b>	<b>Secretariat to invite the Mayor's Office (GLA) to the next EMAG meeting</b>	<b>Secretariat</b>	<b>November 2006</b>
<b>AP 2</b>	<b>Secretariat to invite Waqar Azmi to next EMAG meeting</b>	<b>Secretariat</b>	<b>November 2006</b>
<b>AP 3</b>	<b>Secretariat will draft a letter to Sir Gus O'Donnell, Head of the Civil Service regarding figures and monitoring of the workforce.</b>	<b>Secretariat</b>	<b>November 2006</b>
<b>AP 4</b>	<b>Update on the City Strategy Pathfinder event will be given at the next meeting.</b>	<b>Secretariat</b>	<b>January 2007</b>
<b>AP 5</b>	<b>Nahid Majid asked the group for project ideas, Secretariat to coordinated the response</b>	<b>EMAG members</b>	<b>November 2006</b>
<b>AP 6</b>	<b>Learning and Skills Council (LSC) to invited to the next meeting</b>	<b>Secretariat</b>	<b>November 2006</b>
<b>AP 7</b>	<b>Graham asked EMAG members to contact him with their comments and ideas to support contract clauses (demand side). The Secretariat will forward Graham's contact details.</b>	<b>EMAG members</b>	<b>October 2006</b>
<b>AP 8</b>	<b>A meeting will be held with DCMS, David Higgins (ODA), EMAG Chair and DWP to discuss issues raised.</b>	<b>Secretariat</b>	<b>January 2007</b>
<b>AP 9</b>	<b>Funding to be added to priority list</b>	<b>Secretariat</b>	<b>Cleared</b>
<b>AP 10</b>	<b>EMAG members to inform the secretariat on two priority areas they would like to champion.</b>	<b>EMAG members</b>	<b>03 November 2006</b>
<b>AP 11</b>	<b>Secretariat to arrange a presentation on funding for the next meeting.</b>	<b>Secretariat</b>	<b>November 2006</b>
<b>AP 12</b>	<b>Secretariat will prepare a list of people that had not attended for the Chair and draft a letter.</b>	<b>Secretariat</b>	<b>November 2006</b>