

## **Race Relations Amendment Act 2000 – Public Sector Duty**

### **Functions, policies and proposed policies relevant to the duty**

#### **1. Background**

As a listed public authority subject to the public duty EEDA is required to prepare and publish a Race Equality Scheme. EEDA is also required to ensure that there are proper arrangements in place for the effective implementation of a scheme that is up-to-date and relevant to the business.

As part of the duty EEDA is required to review its list of functions, policies and proposed policies every three years and make an assessment to identify which are relevant to the general statutory duty. It is also required to prioritise these functions and policies in terms of their respective degree of relevance to race equality.

EEDA has undertaken a review in line with the guidance provided by the Commission for Racial Equality (CRE). The revised list is being published today as an addendum to the current Race Equality Scheme where the original list can be found in the appendix of that document. The details of the process and the outcomes are described in the following sections.

#### **2. How EEDA conducted its review.**

Since the publication of the original scheme in 2002 EEDA's duties have changed and it has also restructured. A full review in these new circumstances was therefore timely. With the help of external consultants a review process was designed and implemented during April and May 2005. It involved 36 key staff who took part in a participative programme of work to review all EEDA's functions and policies in order to identify and prioritise those which are relevant to the race equality duty.

The process started with the delivery of two targeted half day workshops in which thirty six staff, including heads of services and managers participated. The workshops presented the business case for race equality at EEDA and provided a briefing on EEDA's duties under the Race Relations Amendment Act 2000.

It included a practical group exercise designed to produce a list of all EEDA's activities with a classification of each one as either definitely relevant, possibly relevant or not relevant to the duty. The list produced by the group showing all EEDA's functions and activities is at Annex 1. From this list eight strategic functions were identified as relevant to the duty.

A subsequent one day workshop took place with 17 managers from these key functions. The workshop comprised four concurrent sessions designed to;

- Identify the main policies and activities that applied under each of the eight key functions.
- Place the policies and activities in order of priority for attention in the revised scheme.
- Identify key steps for inclusion in the race equality scheme action plan in respect of the policies and activities. This process included reviewing outstanding actions from the original scheme and deciding which were still relevant and carrying them forward.
- Identify how the key steps identified can be best mainstreamed within EEDA's planning and review process at the corporate, directorate/team and individual level.

In order to judge the relative priority of a policy participants worked through the Commission for Racial Equality assessment grid<sup>1</sup>. This framework takes decision-makers through a questioning process and enables a judgement to be made as to whether a function and/or policy is of high, medium or low relevance.

A range of evidence was taken into account as part of the assessment process. In addition to drawing on the professional judgement and experience of managers the process took account of the following forms of evidence:

- Progress made against the original Scheme.
- 2004 survey of staff and feedback from equality and diversity training.
- Views on race equality concerns raised by a sample of community organisations in the regions which receive direct support from the CRE.
- Views on race equality concerns raised by MENTER (Minority Ethnic Network for East of England) and of COVER (Community and Voluntary Network for East of England).
- Complaints received during the last three years.
- Existing statistical and monitoring data.

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<sup>1</sup> Sourced from the Commission's Guide for Public Authorities.

### **3. Community Concerns**

As part of the process of reviewing and prioritising EEDA's functions and policies a targeted group of 10 organisations were contacted by telephone with a request for feedback and views. With the exception of MENTER and COVER all the organisations contacted are funded by the CRE to support race equality work in the East of England. 8 successful contacts were made. A full list of the organisations and the comments received are shown at annex 2.

Each was generally familiar with EEDA's role and was asked "is there something we should be dealing with?"

In summary the issues raised relate to;

- Improving the level and quality of economic participation by mainstreaming equality into EEDA's programmes and improving access to opportunities offered through them.
- Improving the quality of economic participation by addressing ESOL needs and issues of under-employment in particular.
- Improving the accountability of partnerships and other bodies. This was linked to empowering ethnic minority groups in relation to consultation, identifying needs, influencing service provision and decision-making especially in terms of funding decisions.
- EEDA showing leadership by using its influence to promote the diversity agenda.

#### **4. Outcomes of the review process.**

Annex 3 is a list of those functions and prioritised policies which in light of the information gathered EEDA judged to be relevant to its public duty to:

- Eliminate unlawful racial discrimination.
- Promote equal opportunities.
- Promote good relations between people from different racial groups.

In general all the policies listed are considered to be a high priority. Those marked with an asterisk are considered to be a medium priority. All EEDA's remaining functions such as IT are being treated as a low priority. Their status as low priority functions and policies will be reviewed again in 2008 at the latest.

The revised list is being published as an addendum to the current Race Equality Scheme where the original list can be found in the appendix.

#### **5. Reviewing, revising and consulting on a new full Race Equality Scheme.**

EEDA is now in the process of completing a review of its original scheme including its race equality objectives and intends to produce a revised scheme later in 2005.

The process of preparing the revised scheme will include establishing what can realistically be done during the first year in respect of:

- Promoting race equality in the 22 high priority policies/business activities that have been identified and
- closing the gaps identified from reviewing the progress made against the original scheme.

The new scheme will include a three year action plan which will set out the measures EEDA will take to meet its objectives.

The new and fully revised scheme and action plan based on the revised list of functions and policies will be subject to an impact assessment. It will be published for consultation later in 2005. We will therefore seek views on the revised scheme including the revised list and action plan at that time.

31 May 2005

## Annex 1 Full list of EEDA functions and policies in April 2005.

<b>Function or Policy/Activity</b>	<b>Initial comment on relevance</b>
Learning and Development.	Important
Business support/ products (core product).	Critical
Procurement.	Critical
HR policies and procedures and practices including terms and conditions, working environment, induction, recruitment, retention, work-life balance and performance related pay.	Critical
Communication, internal and external, accessible documentation, promotion, targeting, freedom of information.	Critical
Shaping policy.	Important
Partnership relationships, international, national, regional and local.	Important
Programme management and contract.	Critical
Organisational culture.	Important
Impact of what we do and how we do it.	Critical
Investing in Communities/social inclusion (core product).	Very relevant
Enterprise Hubs (core product).	Definitely relevant
Regional Renaissance (core product)	Definitely relevant
Public relations activity.	Definitely relevant
Regional economic strategy – content and process.	Definitely relevant
Corporate planning process: delivery Tasking Framework.	Definitely relevant
Regional prioritisation process.	Definitely relevant
Project appraisal and management.	Definitely relevant
Facilities and accommodation management.	Definitely relevant
Board appointments and governance process – accessibility.	Definitely relevant
Future delivery arrangements and mechanisms.	Definitely relevant
External consultations not resulting from EEDA's responsibility.	Probably.
Determining research needs and approach.	Probably
IT capability and design	Probably
DEFRA role	Relevant

ICT	Probably
Tourism	Relevant
Environment and energy	Relevant
Creative industries	Relevant
Food and Drink	Relevant
Inspire East (centre of excellence for sustainable communities)	Relevant
Sister organisations	Relevant
Strategy and intelligence visioning	Relevant
Project monitoring/appraisal/systems	Relevant
Evaluation	Relevant
Internal communications	Relevant
Decision making processes	Relevant
Commissioning	Relevant
Promoting the region – key messages	Relevant
EEDA reporting/RDA rating	Relevant
Statutory planning consultee	Relevant
Statutory duties increasing productivity, competitiveness, sustainability, employment/skills.	Relevant
Strategic leadership – onus of responsibility re EERA, GO-East, Regional/sub regional.	Probably
Data collection, analysis, monitoring and evaluation.	Relevant.

## **Annex 2 Race equality organisations in the region and their concerns.**

MENTER Minority Ethnic Network Eastern England.

COVER Community and Voluntary Organisations Network Eastern England.

Huntingdon Housing Partnership.

Norfolk and Norwich Race Equality Council.

Watford Race Equality Council.

Cambridge Ethnic Minority Forum.

Peterborough Race Equality Council.

Essex Race Equality Council.

Ipswich and Suffolk Race Equality Council.

Bedford Race Equality Council.

### **Feedback on issues EEDA should be dealing with.**

- Improving access to work opportunities.
- Addressing the under-employment of BME groups.
- Commissioning research into BME issues.
- Ensuring the RCE (Inspire East) is accessible to all communities.
- Balancing attention and interventions between gypsy and traveller communities, migrant workers and the existing BME community.
- Mainstreaming race equality into social programmes especially IIC.
- Raising the skill levels and achievement levels of BME people especially Pakistani people who are disproportionately affected by low achievement (Peterborough).
- Promoting awareness of business link and other business support services to BME people who have low levels of engagement due to a lack of awareness
- Promoting equality in all EEDA's programmes by building into the project criteria and ensuring full participation in the programmes.
- Influencing practice in the business community.
- Actively promoting the diversity agenda.
- Taking leadership on the issues and showing how it can be done.
- Language issues including ESOL issues.
- Concerns re BME groups accessing project funding from various sources.

- Partnership arrangements need working on to remedy this.
- The decisions that partnerships/consortia/accountable bodies make need to be monitored to ensure an equitable spread of resources.
- Identifying dispersed BME communities, especially in rural areas and finding ways of consulting with them so that they can influence service provision.

### Annex 3 Functions and prioritised policies relevant to the duty.

Functions	Policies
Setting regional direction and influencing stakeholders.	<ul style="list-style-type: none"> <li>• Establishing an evidence base.</li> <li>• Developing strategy.</li> <li>• Regional Governance.</li> <li>• Policy-making.</li> <li>• Consultation.</li> <li>• Communication.</li> <li>• Lobbying and advocating.</li> </ul>
Procurement and the delivery of EEDA's four core products**.	<ul style="list-style-type: none"> <li>• Procurement of goods and services.</li> <li>• Project commissioning.</li> <li>• Project appraisal.*</li> <li>• Project monitoring and evaluation.</li> <li>• Supply chain management.</li> <li>• Provision of information and Publications.</li> <li>• Composition of Advisory Boards*.</li> </ul>
Working with partnerships and Communications.	<ul style="list-style-type: none"> <li>• Capacity building partnerships.</li> <li>• Commissioning of projects.</li> <li>• Project and programme management.</li> <li>• Events management.</li> <li>• Internal communication strategy.*</li> <li>• External communication strategy.</li> </ul>
EEDA as an employer and Corporate Governance.	<ul style="list-style-type: none"> <li>• Recruitment and Selection.</li> <li>• Learning and organisational development.</li> <li>• Performance management.*</li> <li>• Equal opportunities.</li> <li>• Overarching personnel policies.</li> <li>• Composition and structure of the Board.*</li> <li>• Monitoring organisational performance.</li> </ul>

\*indicates medium priority. All others are high priority. Low priority issues are not shown.

\*\* Business support, Investing in Communities, Regional Renaissance, Enterprise Hubs.