



# Race Equality Scheme Annual Report 2005-2006



# equality



Llywodraeth Cynulliad Cymru  
Welsh Assembly Government

# Welsh Assembly Government's Race Equality Annual Report 2005-2006

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**Foreword by the Minister for Assembly Business, Equalities and Children,  
Jane Hutt AM**

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Welcome to the Welsh Assembly's Race Equality annual report. It sets out the progress made by the Assembly Government during April 05 to March 06, demonstrating our commitment to meeting the requirements of the duties under the Race Relations (Amendment) Act 2000.

The Welsh Assembly Government launched its revised Race Equality Scheme in March 2005 in which we committed to reporting annually on the progress we have made under the Scheme to promote race equality in all our work. The Assembly Government's Scheme sets out how it will meet the requirements under the Race Relations (Amendment) Act 2000 (RRAA) and the Commission for Racial Equality's Statutory Code of Practice on the Duty to Promote Race Equality. This requires public bodies to carry out their functions and develop policies which help to eliminate unlawful racial discrimination, promote equality of opportunity, and promote good relations between persons of different racial groups.

Under Section 120 of the Government of Wales Act the National Assembly for Wales has a duty to promote equality of opportunity in all aspects of Welsh life. Since the launch of the Scheme the Assembly has worked hard to implement systems and processes to ensure successful delivery of the scheme.

This report is an opportunity for the Welsh Assembly Government to reaffirm its commitment to race equality, and to highlight the progress made in delivering the commitments under its Section 120 of the Government of Wales Act. I believe that we have made good progress towards delivering the Race Equality Scheme; in implementing systems such as the internal monitoring process and delivering a race equality impact assessment toolkit. Nevertheless, we still have some way to go in fulfilling our commitments. Many challenges lie ahead for us and this report looks at the achievements and areas of challenge to ensure we can learn lessons and build on success. It is certainly an interesting time for the Assembly is going through many changes internally with the relocation of staff and merging of other bodies into the Assembly. These changes mean that we need to look at how we deliver services to the people of Wales and ensure race equality is fully embedded in our services and policies.

Throughout the development and delivery of the Scheme we have maintained close links with the Commission for Racial Equality and will continue to do so. Their advice and support has been invaluable in helping us deliver on our commitment to race equality and in challenging us where they see gaps and inconsistencies.

My Cabinet colleagues and I are all fully committed to building a Wales which benefits all, where the diversity of our communities is seen as our great strength. We will continue to work together with all of our colleagues and stakeholders, to make this a reality, to build on the success we have already achieved, and to continue to drive the race equality agenda forward for the benefit of all communities in Wales.

**Jane Hutt AM**  
**Minister for Assembly Business, Equalities and Children**

## Chapter One

### Introduction

1.1 The Assembly's Race Equality Scheme plays a pivotal role in the Assembly's aim of promoting equality of opportunity for all in Wales. This report provides an overview of progress the Welsh Assembly Government has made in the implementation of its Scheme in the first year, including a snapshot of the progress each department has made in delivering commitments under their departmental Race Equality Action Plans.

### The Race Relations (Amendment) Act 2000

1.2 The Race Relations (Amendment) Act 2000 places a set of general and specific duties on public bodies. The general duty tells the Assembly Government what it should be doing; the specific duties are a way of ensuring the Assembly meet the general duty and that it carries out its work in an appropriate way.

1.3 The general duty requires that, in carrying out the Assembly Government's functions, it shall have due regard to:

- eliminating unlawful racial discrimination;
- promoting equality of opportunity; and
- promoting good relations between persons of different racial groups.

1.3 The specific duties require public bodies to establish a proactive approach to race equality. The specific duties require us when developing and managing policies and services to:

- list all functions, policies and proposed policies assessed as relevant to the general duty;
- assess and consult on the likely impact of proposed policies on the promotion of race equality;
- monitor policies for adverse impact on the promotion of race equality;
- publish the result of assessments, consult and monitor;
- ensure that the public have access to information and services provided by the Assembly;
- train staff in conjunction with the general and specific duties; and
- review the assessment of functions, policies and proposed policies every three years.

1.4 The employment related specific duties also require the Assembly to:

- Monitor, by racial group, the number of applicants for employment, training and promotion

- Monitor, by racial group, the number of staff who: are in post; receive training; benefit from, or suffer detriment, as a result of the Assembly's performance assessment procedures; are involved in grievance or disciplinary procedures; or cease employment with the Assembly; and
- Publish, each year, the results of employment monitoring.

### Producing the Assembly's Race Equality Scheme

- 1.5 In 2004, revision to the Assembly's Race Equality Scheme was begun. Initial assessments were conducted on all Assembly policy areas and functions to assess their relevance to the three general duties: eliminating unlawful discrimination, promoting equality of opportunity, and promoting good relations between persons of different racial groups.
- 1.6 A significant amount of consultation was undertaken on the Scheme with our internal and external stakeholders across Wales including the Commission for Racial Equality, Race Equality organisations, and various public authorities. As we continue to implement this Scheme over the next two years it is vital that this involvement is nourished and continues in delivering the Scheme.
- 1.7 Each Policy area and function was classified into categories of 'high', 'medium' and 'low' impact which resulted in the production of corporate and departmental Race Equality Actions Plans. The Scheme is underpinned by corporate and departmental Action Plans setting out what each department would do to achieve the Scheme's aims over the three year period. The plans along with the Scheme are also used as operational planning documents to guide the Assembly's work on promoting race equality.
- 1.8 The core themes of the scheme are:
- to develop policies and deliver services in a way that addresses the needs of different ethnic groups in Wales and does not racially discriminate;
  - to promote equal opportunities for all ethnic groups;
  - to promote good race relations in Wales; and
  - to build capacity of minority ethnic groups so that they have the confidence to engage with the Assembly and gain access to services and information with ease.

## **Chapter Two**

### **How we Deliver Race Equality Objectives**

#### Formal Internal Monitoring Process

- 2.1 An integral part of the Assembly Government's objective in delivering race equality is its formal internal monitoring process. In May 2005, the Assembly Government set in place a quarterly internal monitoring system to ensure planned actions identified in the departmental and corporate action plans were being successfully taken forward. It identifies early on where departments maybe facing difficulty in furthering their actions.
- 2.2 The progress reports were used to assess the level of progress made by each department and establish where support on delivery was needed. Progress made by departments was assessed against the performance indicators (PI) to ensure the requirements to fulfil the actions were achieved. The PIs were used as a process of evidence gathering to quantify and measure level of success. The reports also attempted to capture risks and issues affecting departments in making progress on actions.
- 2.3 The formal reporting process has also been a tool by which to identify whether performance indicators in reality were relevant to the action. It enabled departments to build up their evidence base which demonstrated how they had worked towards delivering their actions, as well as reviewing the relevance and in some cases the priority of actions as they progressed through the year. This has been very important in helping departments to work towards mainstreaming race equality into their work. The internal monitoring system was also very helpful in revealing how departments were managing to fulfil the copious actions in year one. The progress reporting process revealed that many of the existing actions were very small and lost amongst other priorities. This has resulted in departments revising their plans to ensure that actions are SMART and strategically linked to their policy areas.

#### Senior Business Team

- 2.4 Key to delivering our Race Equality Scheme has been gaining leadership and commitment from senior managers. Through formal reporting at the Senior Business Team meetings we have been able to engage senior managers in the process.
- 2.5 As part of the internal monitoring process the Senior Business Team, chaired by the Permanent Secretary, and attended by Group Directors, is

updated on the progress of all departments on a quarterly basis. The team has taken responsibility for monitoring progress at group level and is used as a lever to address under achievement by departments. At group level the Head of Strategy, Equality and Communications has worked with his executive colleagues to keep race equality a high priority on the agenda and ensure senior managers are involved in the process of agreeing new and emerging actions which form part of the race equality scheme.

### Race Equality Steering Group

- 2.6 In June 2004, a steering group was formed to finalise the Assembly's revised Race Equality Scheme. The group was chaired by the Senior Director for Policy and its core members included senior policy officers from across the organisation. During the Group's existence it oversaw the implementation of the Assembly Government's Scheme. In late autumn 2005, the group joined to become part of the Mainstreaming Steering Group in pursuit of our commitment to mainstream race equality.

### Equality Champions

- 2.7 Equality Champions continue to be a key support to staff in the Departments. The role of Equality Champions has been reviewed. Every Department has a nominated Champion who has a seat on its management team. This will ensure race equality is a key consideration in all business decisions. The Champions act as a catalyst for change; and as a "critical friend" to staff in the departments, supporting and signposting sources of further advice and information.

### Funding Race Equality Organisations

- 2.8 The Assembly Government provides funding to a number of race equality organisations as part of its aim to ensure adequate services are available to minority ethnic communities. For example, in 2005/2006 the Promoting Equalities Fund provided funding to:
- MEWN Cymru
  - All Wales Ethnic Minority Association
  - All Wales Saheli Association
  - Commission for Racial Equality
- 2.9 The Assembly also funds Communities First. It is the Assembly Government's long term strategy for improving opportunities and quality of life for people living and working in the most disadvantaged communities in Wales. We support the Black Ethnic Support Team (BEST) and the



Black Voluntary Sector Network (BVSN) through the Communities First Support Network to help engage minority ethnic individuals in Communities First areas across Wales.

## **Case Study**

### ***CRE's Croeso Project***

The Welsh Assembly Government committed to providing financial assistance to the Commission for Racial Equality's Croeso project. The funding has been provided for three years to enable the CRE to complement the work of public bodies in Wales in delivering their race equality schemes. The Croeso project celebrates the diversity of people and culture in Wales, working towards promoting understanding of faith, language and community.

It aims to provide bodies in Wales with an understanding of how to value diversity and respond to its needs as a mainstream part of their work. It also seeks to provide support to public bodies to gain experience in the promotion of good race relations and help managers and individuals gain more confidence in handling race relations.

The Croeso project has delivered a number of initiatives including hosting community forums. For example, it has held 8 community forums across Wales inviting groups and individuals from the local community and surrounding areas to discuss issues around racial diversity at a local and national level.

## **Chapter Three**

### **Promoting Race Equality in Our Work**

- 3.1 All Assembly Government Departments have provided a progress report on their Race Equality Action Plans for 2005-2006. The Action Plans set out how we aim to deliver and promote race equality in our work. These Plans underpin the Assembly's Scheme. The full detail of progress is at Appendix 1.
- 3.2 Assembly Government Departments commenced work in the last year to deliver race equality. The following section describes some of the main achievements in promoting race equality in 2005-2006.

#### **Department for Training and Education**

- 3.4 The Department for Training and Education (now called Department for Lifelong Learning) seeks to improve services for children, young people and adults, in education and training provision to secure better outcomes for learners, businesses and employers. It aims to empower children, young people and adults through education and training to help them achieve social and economic well being, crucial to developing a prosperous Welsh economy.
- 3.5 Its Race Equality Departmental Action Plan sets out how it intends to deliver these aims for minority ethnic people who are often more disadvantaged than others groups. Promoting inclusion, reducing disadvantage and tackling poverty of education is at the heart of its policy making. The Department has been developing key initiatives such as the Ethnic Minority Achievement Grant to promote educational achievement for children and young people of minority ethnic backgrounds in Wales, in the context of mainstream school policies ad practices.

#### **Case Study**

##### ***Aim Higher Wales Campaign – Reaching Minority Ethnic Communities***

Aim Higher Wales was launched in March 2003 with the aim of inspiring young people about the benefits of higher education, particularly those from families or communities with no previous experience of higher education.

Since the launch, the road show has visited almost all secondary schools, including Welsh medium schools, and has provided the Aim Higher Wales experience to over 27,500 children across Wales.

Running alongside the Aim Higher road show has been the Reaching Wider Partnerships which worked specifically in Communities First areas aimed at all age groups.

Examples of some of the work undertaken under this scheme include a programme of mentoring for the Somali community of all ages. The mentoring programme involves undergraduate students mentoring Somali clients, working in collaboration with Riverside Community Centre in Cardiff. There are also mentoring programmes currently underway in three schools in Newport.

In October 2005, the Aim Higher campaign went to Wrexham for two weeks during Ramadan. A series of themed radio broadcast were held to raise awareness of and encourage young people from minority ethnic communities to think about higher education, and consider a future career in the expanding media industry.

### Economic Development and Transport Department

- 3.6 The Economic, Development and Transport Department (now called Department for Enterprise, Innovation and Networks) delivers economic and transport for Wales. It plays a central role in a number of areas, from helping businesses in starting up to building a world-class 21<sup>st</sup> century transport system in Wales and tourism.
- 3.7 With such a critical role in the Welsh economy, embedding race equality in its work is pivotal in ensuring that the minority ethnic groups are not disadvantaged. In the first year of the revised Scheme the department has worked hard to ensure race equality is fully implemented in its priority areas. A full list of its achievements is at Appendix 1 but below is a case study of some of its good work.

#### **Case Study**

##### ***Business Eye - Understanding The Ethnic Make-up of its Customers***

Business Eye is the main portal for access to all business support, thus the need to understand the service users of Business Eye is very important to ensure the service meets the needs of all its customers. Business Eye now collects disaggregated ethnic data on all its customers.

Data collected since February 2005 showed that Business Eye usage amongst minority ethnic groups varied from 3.38% to 6.56%. During the year the percentage of users of the service from minority ethnic groups on a monthly basis averaged some 4% of all its customers. This suggests that there is a higher rate of take-up than the minority ethnic population as a whole (of 2%), according to census 2001.

### Environmental Planning and Countryside Department

- 3.8 The Department for Environment, Planning and Countryside (EPC) is responsible for helping to create a sustainable environment for the people of Wales and future generations. It has a whole range of strategic objectives for our built and natural environments. Some of these include; protection and enhancement of the quality of the environment, promoting sustainable rural communities, reduce waste generation etc.

## **Case Study**

### ***Work Shadowing Programme at the National Park Authority***

The Brecon Beacons National Park Authority in partnership with three other UK National Parks, the Youth Hostel Association (YHA), the Council for National Parks and minority ethnic community group leaders across England and Wales are taking part in the Mosaic Partnership 2 Project. One key element of this is to develop a network of Community Champions to promote the National Parks to ethnic minority communities, including by offering work-shadowing opportunities to individuals from minority ethnic groups.

To take this forward the Brecon Beacons National Park Authority has identified 10 officers, across a range of departments and roles, and 3 Park Authority Members who have volunteered to be 'shadowed' by those interested in learning more about the work of the Park Authority. The first shadowing opportunity began in August 2006, with individuals shadowing the Chair of the Park Authority.

As the Community Champions Network develops it is expected that the number of minority ethnic individuals engaged in the scheme will increase.

## Department for Health and Social Care / Office of the Chief Medical Officer

- 3.9 Health is indiscriminate of racial or ethnic background and thus a health service which caters for the diverse society of Wales is critical. The department for Health and Social Care is responsible for a whole range of health issues ranging from developing policies and strategies for health and social care in Wales to providing funding for the NHS and other health and social care bodies.
- 3.10 With such a diverse portfolio of work the department has a detailed set of actions which sets out how it will ensure race equality is mainstreamed into its work. The department with its partners has commenced a number of projects to deliver its actions under its Action Plan. Such work is listed in Appendix 1 but outlined below is an example of this work.

## **Case Study**

### ***Health Challenge Wales Voluntary Sector Grant Scheme***

The Office of the Chief Medical Officer provides funding to a number of organisations across Wales under its Health Challenge Wales voluntary grants scheme. The aim of the scheme is to develop the capacity and capability of national voluntary organisations in Wales by working in

partnership with the Welsh Assembly Government (in promoting health and well-being). One of organisation currently receiving such funding is Minority Ethnic Women's Network (MEWN) Cymru who are using the grant to fund a minority ethnic women's health project. They are delivering training to health professionals about the issues faced by minority ethnic groups as well as delivering health information sessions directly to the women. MEWN has held training sessions in Cardiff and Newport for minority ethnic women from a whole of ethnic backgrounds including Somali, Chinese, Sudanese, Central African, Bangladeshi and Pakistani. The sessions were designed to inform the women of the health care services available for them to access and provided a safe forum to discuss the challenges faced by different minority ethnic groups about their health and wellbeing. Literature was also made available to women in their preferred language as well being able to speak to health professions.

The training sessions provided to health care professions focused on the issues, challenges and barriers in health care faced minority ethnic women. To date sessions have been delivered to staff from Local Health Boards, NHS Trusts and other health organisations working with minority ethnic women.

### Local Government & Culture Department

- 3.11 The Department for Local Government and Culture is responsible for a whole range of public services from local government to sport, culture, and Welsh language. It makes an important contribution to the Welsh Assembly Government's strategy for more effective public services.

#### **Case Study**

##### ***Encouraging People from Minority Ethnic Groups to visit the National Museums and Galleries and National Libraries of Wales***

Local Government and Culture Department (LGCD) is committed to working with minority ethnic representative groups to encourage more people from ethnic minority communities to visit the National Museums and Galleries of Wales (NMW) and National Library of Wales (NLW).

As part its commitment to embed race equality in its work and achieve the above objective NMW has been undertaking a number of initiatives, including:

- Working with a primary school in Cardiff on an animation project, for use in Oriel 1;

- Leading a project for people from Czech Roma community, in partnership with the Parade Centre for English for speakers of other languages;
- Working with people from the Parade Centre studying English for Speakers of Other Languages on a project called “You Choose”; and
- Attending the Black Environment Network conference in 2005 to talk about the NMW.

The NLW has established links with Butetown History and Arts Centre to work together on exhibitions. Additional web pages with information on collection of ethnic interests are under construction. NLW is currently planning an exhibition in 2007 to mark the 200<sup>th</sup> anniversary of the end of the Atlantic slave trade. Ethnic groups will be specifically targeted as part of the centenary programme of inviting groups to the library.

A number of projects, events and exhibition have been held and planned for 2006. These include an exhibition called Somali Elders: Portraits from Glenn Jordan, a book launch of Rageh Ommar’s new book “Muslims in Britain”. In addition, community events have been organised such as story telling, musical concerts and at the National Museum Cardiff a small exhibition space has been identified to enable monthly displays dedicated to every regional group of Muslim communities to present and celebrate their culture.

### Social Justice and Regeneration Department

- 3.12 The Department for Social Justice and Regeneration works to regenerate the communities of Wales, in particular those suffering the greatest disadvantages. Its Race Equality Action Plan seeks to address the disadvantages amongst racial groups in Wales. Some of the examples of the work it has undertaken includes, revising the National Homelessness Strategy. It is known that homelessness impacts more highly on disadvantaged groups, and in addition to specific actions to mainstream equality and diversity issues in the strategy and services following that strategy; there is also an overall positive impact on equality of opportunity through generic action to tackle homelessness.
- 3.13 The need to ensure that homelessness services “are designed in accordance with the equality and diversity needs of the community” is identified as one of the four fundamental themes of the strategy. Equality of access is one of the six sections of the strategy’s action plan defining activity to address the needs of; refugees, minority ethnic groups, women, older people, gypsies and travellers, lesbian, gay and bi-sexual people, people with disabilities. The strategy is supported by a range of actions and grant schemes to fund front line services providing advice assistance and support.

3.14 The Assembly Government funded a number of projects to address the specific needs of minority groups including:

- Funding the Welsh Refugee Council to provide a Refugee Well Housing Project which provides housing advice and support to access accommodation.
- Through Supporting People we have funded a range of supported housing services including supported housing for the particular needs of minority ethnic women fleeing domestic abuse in the form of 6 projects operated by Black Association of Women Step Out (BAWSO).
- In addition we funded Tai Pawb, the Black and Minority Ethnic (BME) housing organisation for Wales, which supports housing organisations to deliver the BME housing strategies which they developed in response to an Assembly Government requirement.

#### **Gypsies and Travellers – Local Housing Market Assessment**

Gypsies and Traveller groups are amongst those facing the highest level of inequality in Wales. They are often victims of direct discrimination and often excluded from wider society. As a result they have unequal access to public services, such as housing, which frequently fails to engage adequately with Gypsies and Travellers and their needs.

In December 2004 Local Government Policy Division commissioned the University of Birmingham to conduct research into the accommodation needs of Gypsies and Travellers in Wales. The findings contained in the Pat Niner report contains 28 recommendations for action across six broad headings: overall strategy and the policy framework; the existing sites network; the need for additional residential site provision; the need for transit site provision; site management; and social housing. These are spread across Assembly divisions and local authorities.

The Welsh Assembly Government is introducing a duty for local authorities to assess the accommodation needs of Gypsies and Travellers and to develop a strategy relating to Gypsy and Traveller accommodation. In order to facilitate this process the Assembly Government has attempted to mainstream these responsibilities by including guidance on needs assessment for Gypsies and Travellers in guidance on Local Housing Market Assessment and guidance on the development of Local Housing Strategies. This will ensure that in Local Housing Strategies to be submitted in March 2007 there will be a developed understanding of the accommodation needs of Gypsies and Travellers and planning taking place to meet that need.

Through this process local authorities can ensure that existing services can be better tailored to meet the needs of Gypsy and Traveller groups and where appropriate develop new services.

## **Chapter 4**

### **Corporate Services and Race Equality**

#### Communications

- 4.1 Effective communication with all of the diverse communities of Wales is needed to ensure that we can meet their needs. Work is underway to provide a Translation Standard and Consultation and Communication Toolkit for Welsh Assembly Government staff. It is about 2 way dialogue and real engagement. This will lead to a better understanding of the diverse needs of the different ethnic and minority groups in Wales, and therefore the development and delivery of policies and services that are more responsive to their needs.

#### Procurement

- 4.2 As a result of the impact of the mergers upon corporate services Corporate Procurement Services (CPS) took the decision to hold work on race equality. The decision was taken to ensure it was able to fully embed race equality into its new operations post merger. CPS began a fundamental review, in early 2006, of its procurement policies, procedures and documentation alongside those of the Assembly Sponsored Public Bodies who merged with the Assembly to form a new organisation from April 2006. To promote race equality in the way that it procures goods and services the plans to explore opportunities to incorporate race equality clauses into conditions of contract to ensure all relevant legislation is observed and develop a scheme to ensure minority ethnic businesses have equal opportunities to tender for Assembly contracts.

#### Public Appointments

- 4.4 Between 1 April 2005 and 31 March 2006, 154 appointments and re-appointments were made to bodies regulated by the Office of the Commissioner for Public Appointments (OCPA). 54 appointments and re-appointments were made to other public bodies.



- 4.5.1 Statistics show that, for OCPA regulated appointments white men still dominate public appointments in comparison with other groups. The number of minority ethnic appointments has decreased from 7% in 2000-2001 to 1% in 2005-2006. The difficulty of attracting women, minority ethnic groups and disabled people to apply for public appointments has been recognised. Steps have been taken to address the low percentages such as undertaking awareness raising and the appropriate targeting of publicity. This has involved working with minority ethnic organisations to raise the profile of public appointments.

#### Legal Services

- 4.6 There is a specific centre of expertise on equality legislation that provides a legal service on race equality issues to Assembly Ministers and officials.

#### Corporate Information and Systems Directorate

- 4.7 The Department has a corporate function to ensure the Assembly's internal information systems work effectively and are compliant; delivering information and knowledge in the formats required through the use of ITC. One of its core functions is the Statistical Directorate which provides support to policy departments by providing statistics, and associated analysis, as part of the race equality impact assessment process.

#### Human Resources

- 4.8 The Assembly Government runs a number of initiatives to promote itself as a prospective employer to under represented groups including the Cabinet BME Summer Development Programme.
- 4.9 The BME Summer Development Programme has been running since 1999. Trainees from minority ethnic backgrounds are offered 6-8 week full time placements in various government departments to gain a more thorough understanding of the type of work Fast Streamers do in the Civil Service. The Summer Development Programme offers development opportunities in a range of different government departments, across the UK.
- 4.10 Trainees are given the opportunity to benefit from core training activities. As part of the programme trainees are invited to attend a three-day residential training course. Working individually as well as in groups, trainees attend workshops and exercises that enhance their understanding of the Civil Service. They learn skills that will stand them in good stead for any career, including leadership, teamwork, time management,

presentation and organisational skills. The intention of the programme is to enable trainees to feel confident enough to apply to the Fast Stream.

- 4.11 A graduate from Bristol university who undertook a placement in the Assembly's Change Programme Team, in summer 2005 says:

"My line managers were great all the way through my stay. When I first joined they had defined the projects that they wanted me to undertake giving me a structured placement where I would be challenged. As it turned out, these projects evolved in ways none of us had expected, but at all times I was given the backing and support to carry these through to completion in a way I thought most befitted their evolving nature. The culmination of my work was to produce a number of formal documents and reports, which I was able to present to the rest of my team. One of which was in part presented to the Executive Board. I left with both a sense of satisfaction and achievement, knowing that I had made a genuine contribution."

## **Chapter Five**

### **Promoting Race Equality in Our Policies**

- 5.1 To fully deliver race equality we recognised the importance of testing all our strategic policies for relevance to race equality. The Assembly Government has in place a comprehensive process of testing its policies. The Policy Gateway Review and its supporting Policy Integration Tool tests each new strategic policy against the overall goals of the Assembly Government including equality. The Policy Gateway process signposts all policy developers to undertake a race equality impact assessment. The Assembly Government's REIA seeks to put race equality at the heart of policy development.

#### Race Equality Impact Assessment

- 5.2 In 2005, the Assembly Government worked very closely with the Commission for Racial Equality (CRE) to develop a Race Equality Impact Assessment (REIA) toolkit. The REIA toolkit is a systematic process for analysing the impact of a proposed or existing policy on different racial groups. This is an important element of the Assembly Government's work in weaving race equality into all its work, as well as the work of our sponsored bodies.

#### Why carry out a race equality impact assessment?

- 5.3 Under the RRAA 2000 there is a legal requirement to impact assess new or existing policies. This means that the Assembly Government must identify policies which are relevant to race equality and impact assess them to:
- monitor policies for any adverse impact on different racial groups;
  - identify the needs of different racial groups which are not met; and
  - identify changes and explore any adverse impacts.
  - assess and monitor policies for any adverse impact on different racial groups;
  - ensure policies do not exclude any groups and it serves everyone equally; and
  - be conscious of any inequalities between different racial groups which could arise as a result of the policy.
- 5.4 Since the launch of the REIA toolkit in December 2005, strategic policies have been through the impact assessment process. Appendix 2 provides a list of those policies which have been through the assessment in 2005/06; some of these policies are currently going through a full impact assessment. We recognise that race equality must be a holistic process which feeds into and enhances a wide range of services and policies. This is important because our policies must meet the needs of all people in Wales. Through the assessments we have been able to set objectives and targets including those for inclusion in our Race Equality Departmental Action Plans. Many of the policies listed in Appendix 3, are currently going through a full impact assessment, but for the purposes of this report they has not been included due to they falling outside the period being reviewed.
- 5.5 Following launch of the REIA toolkit a series of race equality impact assessment awareness seminars were held by the CRE. In total the CRE delivered 5 seminars to over 150 people across the Assembly during the period December 2005 to March 2006.

### Consultation Tools

- 5.5 Key to developing good policies which meet the needs of all communities is ensuring consultation and engagement takes place at the right time in the right way. Consultation is a method by which the Assembly engages organisations and individuals in discussing, shaping and delivering policy. It is a legal requirement to consult on future policies. The Assembly's Standing Orders stipulate that "the Assembly should be accessible and inclusive, so that different political parties and different parts of Wales are able to contribute to its policies."

#### *Communications Toolkit*

5.51 One of the key objectives in the Race Equality Scheme for the Assembly's Communications Department was to develop a method which the organisation could use to better engage and consult with minority ethnic communities. A Translation Standard and Consultation and Communication Toolkit for use by Welsh Assembly Government staff has been developed.

5.52 The Communications Toolkit is an interactive toolkit which identifies minority ethnic communities living in Wales by Wards. The toolkit identifies the minority ethnic population make up for each ward with a synopsis of the language and cultural sensitivities which exist in these areas. The delivery of a consultation and communication toolkit has reached its final phase of development. The toolkit will be posted initially to the Assembly Government's intranet and then internet site and will be regularly updated with case studies, statistics and contacts. It is intended to be shared as widely as possible to promote real engagement.

#### *Contacts Database*

5.53 A database which will provide a comprehensive resource, identifying contacts for all the equality strands across Wales has been developed. This will also be made available to staff via our intranet. The Database was commissioned by the recruitment centre in HR to identify alternative routes via which it could advertise posts to minority ethnic and other disadvantaged groups.

#### *Minority Ethnic Youth Forum*

5.54 As part of the consultation and engagement process we have established a Minority Ethnic Youth Forum. The Forum seeks to provide young people from minority ethnic communities in Wales a channel by which to communicate with the Welsh Assembly Government and vice versa. It is an opportunity for young people to voice their concerns to the Assembly in a meaningful way which influences decision making when developing policies. Work continues in developing the longer term strategic direction for the youth forum.

#### Collection of ethnicity Data

5.6 Like many public bodies the Assembly Government is developing its data sets to ensure that information collected on its service users are disaggregated by racial groups.

5.7 In 2005-06, each policy area developed a research and evaluation plan, identifying equality, in particular race as a priority issue. This identified the need for support and co-ordination across departments. The recently established Office of the Chief Social Researcher, responsible for co-

ordinating research on key cross cutting themes, will support policy groups to more effectively weave race equality issues into their own research programmes and will establish a central research programme of projects that cross Departmental boundaries.

5.8 The Statistical Directorate is currently undertaking a project to provide a snap shot of the equality position in Wales. This project is ongoing and statistics are being gathered in the following areas:

- Health and social care
- Employment/benefits
- Transport
- Education/training
- Housing/communities
- Leisure/culture

5.9 The data provided will then be able to feed in to the larger process of providing a robust evidence base to monitor progress against equality objectives.

#### How the Assessments helped our Policy Development in Year One

5.10 As a result of the race equality impact assessment, policy developers have had a chance to consider in a more focused way how their policies impact on different racial groups. Departments have had to give greater consideration to disaggregated data. Where there is little or no data available it triggered the need to collect data and new actions drawn up to factor this in.

5.11 The Assembly Government's Strategic Equality and Diversity Unit is currently reviewing the Assembly Government's REIA toolkit as well as other existing toolkits from other public bodies in the UK with a view to producing a generic cross strand impact assessment tool by the autumn of 2006.

## **Chapter Six**

### **Next Steps**

7.1 It is evident from the report that the Assembly Government has made progress in taking forward race equality in the first year (financial year 2005-2006). Nevertheless, to build on the success of year one, it needs to continue the momentum. The year has enabled the Assembly to reflect upon its successes, failures and assess the difficulties which it has faced in delivering some of its commitment. The way in which policies were

developed went through a change in that policy developers had to consider a race equality impact assessment. The REIA has underdone a review to ensure the Assembly Government's Generic Equality toolkit, currently being developed, takes account of findings.

### Developing our Work

- 7.2 Entering into the second year of the scheme the Assembly recognises that much work is still needed in order to become the exemplar public authority in Wales in developing long term positive change to eliminate unlawful racial discrimination, promote equality of opportunity and promote good race relations.
- 7.3 We need to continue to mainstream race equality into all aspects of our work, in particular policy making. Through this we can ensure that our delivery bodies take account of and implement race equality in service delivery.
- 7.4 We need to maintain senior level support and leadership from the executive Team and heads of Departments.
- 7.5 We are currently reviewing our Scheme to ensure that actions set out in our department and corporate Plans are clear, measurable and achievable.
- 7.6 We will continue to work to develop ownership of the Race Equality Action Plans throughout the Assembly Government and also review our monitoring systems.
- 7.7 We will continue to work with Departments to ensure that the Scheme and Race Equality Action Plans are used in conjunction with other business planning tools, such as our operational and business plans.
- 7.8 We will continue to build up the evidence base of our service users which is disaggregated by racial groups.

## Appendix 1

### What we have achieved in April 2005 - March 2006

Actions we committed to in our Scheme	Timescale for completion	How we said we would measure our success	What we have done
<b>Economic Transport Department</b>			
Information on the economic participation of minority ethnic groups published as part of the Assembly's statistical publication, "A Focus on Ethnicity in Wales".	Ongoing - quarterly	Publication of the bulletin on the Assembly internet site	<p>The Statistical Directorate in the Assembly undertook research looking at ethnicity in Wales. The report contains statistical information on economic inactivity as well as activity amongst minority ethnic groups. The report is now available on the Assembly's website via the link <a href="http://new.wales.gov.uk/topics/statistics/publications/?lang=en">http://new.wales.gov.uk/topics/statistics/publications/?lang=en</a></p> <p>The publication is available on the Assembly's internet site. However because most relevant data is annual the publication will not be available quarterly.</p>

<p>Build on the existing surveys managed by Business Eye to include Equal Opportunities and Race Equality questions within the Regional Selective Assistance (RSA) and Assembly Investment Grant (AIG) Assistance surveys of applicants.</p>	<p>April 2005</p>	<p>Extent to which take-up of grants mirrors the proportion of minority ethnic businesses in eligible sectors in Wales and satisfaction with service compares with that of other client groups</p>	<p>A diversity survey was undertaken in March/April 2005 involving over 2,500 applicants of RSA and AIG to establish the ethnic makeup of Business Eye users. Original survey showed that of the 1,732 company directors that responded, 2.3% identified themselves as members of an ethnic minority group. This compares favourably with an ethnic minority resident population figure for Wales of 2.12%. The data will be used to help ensure effective awareness of and access to, the schemes by the minority ethnic business community.</p>
<p>The review and update of A Winning Wales to fully reflect the need to promote race equality.</p>	<p>July 2005, for consultation draft</p>	<p>Minority ethnic business community welcomes emphasis on race equality in new strategy and confirms they have been given every opportunity to contribute to its development</p>	<p>On 23 November 2005, Wales: A Vibrant Economy (WAVE) was launched. The consultation ran until end February and consultation responses were received from a number of ethnic minority businesses including Ethnic Business Support Programme. Comments have been taken into consideration to shape the economic development policies for the post-mergers Assembly Government.</p> <p>A screening assessment was conducted on the WAVE Strategy for relevance to the Race Equality Duty and a copy of the Race Equality Impact Assessment Screening is on the WAVE Web site. The assessment recorded an overall positive impact on race</p>



			<p>equality. Future actions/policies developed as a result of the strategy will be assessed as part of the Economic Development Department's Race Equality scheme. In partnership with the Ethnic Business Support Programme, Economic Policy Division organised a seminar with key stakeholders from the BME Business Community. The session was constructive, positive, and the document was well received.</p>
<p>Establish the ethnic make-up of `Business Eye` customers.</p>	<p>On going</p>	<p>All Business Eye customers are asked an optional question about their ethnic group and Business Eye include ethnicity information in their progress reports</p>	<p>A detailed monthly data disaggregated by ethnic groups is available, plus the small percentage of customers who prefer not to answer the question. According to the 'Wales in figures – 2001 Census of population: Ethnic Group and Identification of Welsh' the thirteen minority ethnic groups comprise 2.1% of the Welsh populace. Since February 2005 monthly records show Business Eye usage amongst minority ethnic groups varied from 3.38% to 6.56%. Figures on all ethnic groups gathered on a monthly basis are listed on the monthly Business Eye report. Copies of the report can be access through Business Eye Operations Co-ordination team on 02920 828711.</p>

<p>Monitor the customer base of Business Eye to identify minority ethnic clients and their satisfaction with the services provided</p>	<p>June 2005</p>	<p>In partnership with the Welsh Development Agency, analyse the Business Eye customer satisfaction returns (on a quarterly basis) to assess the rates of take-up and identify issues specific to minority ethnic groups. Use the results of this analysis to inform policy development and service delivery</p>	<p>Figures for the 3rd quarter of 2005/6 showed that 3.63% of enquiries came from ethnic minority groups, whilst during the 4<sup>th</sup> quarter this rose to 5.08%. Over the same period 1.3% preferred not to answer the ethnicity question. Since January 2006 Business Eye started to collate figures on any difficulties highlighted by ethnic minority clients who return their Business Eye customer satisfaction reports. All clients receive a report form but completion is voluntary. All Business Eye clients receive a response to problems highlighted. Monthly figures available are within Assembly Reports (Business Eye Progress Reports). Copies of the report can be access through Business Eye Operations Co-ordination team on 02920 828711</p>
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<p>All contractors and direct employees providing business advice and mentoring receive appropriate training</p>	<p>Programme in place by 31 March 2006</p>	<p>Programme in place to train the relevant staff and providers in race equality</p>	<p>The Potentia Diversity Training raises awareness and understanding of the needs and barriers faced by under-represented groups when accessing business support, as well as offering practical advice on how organisations can overcome those barriers. All Business Eye staff received diversity training. Between December 2005 and March 2006 seven race awareness sessions were delivered as part of the Potentia Diversity Training Programme.</p>
<p>As part of the condition for awarding European funding grants, projects are required to meet certain outputs according to the Priorities and Measures of the Structural Funds Programmes. A breakdown of minority ethnic output data is submitted by project sponsors on a quarterly basis.</p>	<p>On-going &amp; monitored quarterly</p>	<p>Findings published in Programme Monitoring Reports, Annual Implementation Reports and Cross-cutting Reports – monitored by Programme Monitoring Committees (comprising public, private and voluntary sectors) and the European Commission</p>	<p>Equal Opportunities Annual Progress Report, including ethnic minority data, presented to Objective 1 Programme Monitoring Committee (PMC) in June 2005. Draft Annual Implementation Report (AIR) 2004 (Jan–Dec 2004) issued in May 2005 to the Objective 1 PMC for approval. A Draft AIR 2004 was submitted to Commission by 30 June 2005. Draft AIR 2004 includes ethnic minority data breakdown.</p>
<p>Publication of a Structural Funds Fact Sheet to promote awareness of opportunities within the Structural Funds Programmes for projects that have a minority ethnic focus</p>	<p>May 2005</p>	<p>A log kept of the number of Fact Sheets requested from the Wales European Funding Office and downloaded from the Wales European Funding Office (WEFO) website</p>	<p>The Department published fact sheets on Structural Funds in August 2005. The fact sheets have been distributed at number different events including the “Five Countries Exhibition”, UK Presidency Conference on Economic activity and the UK Conference on mobilising experience.</p>

			Details of the top 20 downloads from the Resources section of the WEFO website are available, although the fact sheets don't generally feature in the list. A request for information on downloading of the fact sheets has been logged with the Central Web Team; and so far 300 requests have been made.
Review Objective 1 Programme Local Partnership Strategies against evaluation criteria , including minority ethnic issues	May 2005	Revised Local Partnership Strategies address race equality issues	Reviews of Local Partnerships and Sub-regional Strategies have been undertaken. As part of the exercise, Partnerships were informed of the need to review strategies against evaluation criteria, including equal opportunities (race, disability, gender and Welsh Language). The reviews were a stocktaking exercise for the current programmes and to provide a base for preparations for the post-2006 programmes. The reviews generally indicated that the equal opportunities cross-cutting theme was being taken into account and even mainstreamed in some areas.
<b>Department for Health and Social Care / Office of the Chief Medical Officer</b>			

<p>Patient Equality Monitoring Project. Consolidate current arrangements for the collection of data to ensure the promotion of best practice across the NHS. This will entail building the capacity of NHS staff to collect and analyse ethnic information relating to the patient population. An extensive programme of training will be put under way entailing the development of training materials and the holding of around 50 training events. The training programmes will be managed through the NHS Centre for Equality and Human rights which will be recruiting additional staff to meet this agenda</p>	<p>From June 2005</p>	<p>The outcomes will be improved levels of data capture in commissioning data sets as monitored by the Information Products Unit of Health Solutions Wales</p>	<p>Three sets of NHS Trust Pilot training sessions were held during Autumn 2005. Following review of these pilots, training is now being rolled out to the rest of Wales. The 2006 training started in Gwent during February and March. The first meeting of the Steering Group for this project was held on 15th February 2006. Consultation on the matter of a new revised data set of ethnic categories (dataset of values to be held in the Patient Episode Database) has been concluded.</p>
<p>Race equality issues to be integrated into the Performance Improvement Framework for NHS Wales, specifically: requirements will be covered in performance agreements with NHS organisations; and race equality measures will be included in the NHS Wales balanced scorecard</p>	<p>Ongoing</p>	<p>The success of this approach will be measured through the assessment of the balanced scorecards for each healthcare organisation by the Regional Directors in their regular quarterly reviews. The results of the scorecards will be published nationally on an</p>	<p>Following discussions with the CRE narrative has been inserted into the balanced scorecard circular 2006 / 2007 (WHC (2006)019 requesting that organisations provide patient information in disaggregated format where possible. The success of this approach will be measured. The results of the scorecards will be published nationally on an annual basis.</p>

		annual basis	
Production of future health policy guidance for selected minority groups, including minority ethnic groups, Gypsies & Travellers, refugees & asylum seekers and the homeless	2005-06	Publication of guidance.	The Department has developed Service Development and Commissioning Guidance for Selected Minority Groups. The Guidance has been completed by members of the Selected Minority Group and was circulated to all LHBs and Trusts in summer 2006.
Invite the Mental Health Act Commission to undertake a black and minority ethnic mental health national census in April 2005	April 2006	The outcome will result in improved information on the treatment of black and ethnic minority patients and so provide a better evidence base to inform future policy making in relation to any issues which need to be addressed.	The "Count Me In" census was carried out in March 31 2005. The Wales specific analysis of the CMI data was received March 2006.
Commission research on the experiences and needs of minority ethnic elders in Wales as part of the Strategy for Older People	2005	Research report endorsed by Strategy Research and Evaluation Sub Group and Older Peoples Policy Programme Board	Following a competitive tendering exercise, a contract was awarded to the university of Salford on 5 December 2005. The research was completed in March 2006 and final report will be published in Winter 2006.
Distribution of weaning materials in four languages (Arabic, Urdu, Bangladeshi and Somali) to health visitors working with minority ethnic parents.	September 2005	Evidence of use of leaflets and the pictorial teaching resources gathered from evaluation	Tablemats with weaning information in four languages have been produced and distributed. Materials reach Health & Safety levels expected to use with food. A working group consisting of health

			<p>professionals who work with minority ethnic parents decided on what resources to provide after consulting with their client groups. The first phase of this project was the production of a pictorial A4 folder for the health visitors to use with parents on a one to one basis in their homes. The support materials (tablemats) are mainly pictorial, depicting 8 of the key illustrations from the pictorial folder. Minimum Text was used to provide some additional information but the pictures are self-explanatory and will be suitable for members of the community who are unable to read in their mother tongue.</p>
<p>Ensure that further rounds of funding for public health grant schemes are promoted to organisations working with minority ethnic groups</p>	<p>From Nov 2005</p>	<p>Proportion of applications and funded projects targeting minority ethnic groups / communities.</p>	<p>New round of funding was launched in Summer 05, closing date for applications October 2005. It was widely disseminated -through website, by mailing using various databases, and putting advertisement in the Communities First magazine. Projects specially working with minority ethnic clients were selected for funding. Each project will undertake an evaluation of their scheme supported by an evaluation company (currently in tender process). Minority ethnic and disability figures will be collected as part of the evaluation contract. 12 applications received which specifically referred to projects from minority ethnic groups, 5 of those were successful. Other</p>

			successful projects which have been awarded funding may include minority ethnic audiences as they cover whole community areas.
<b>Department for Local Government, Public Services and Culture</b>			
Analyse Census and other potential data sources relating to Welsh and ethnic minorities and release analyses (where of publishable quality) on the Welsh Language Board's web site - to feed into strategy and help assess impact of Welsh Language Board's work on different ethnic groups	Apr 2005–Mar 2006 (and annually)	Number of analyses and maps released	The following information is now available on the Welsh language Boards web site: percentage of ethnic minority population able to speak Welsh by county, number of ethnic minority by ability to speak Welsh. The information has been fed into developing strategy
Work with Welsh Language Board to finalise strategy on extending access to and awareness of the Welsh Language amongst ethnic minority groups across Wales	Jul-2005	Strategy document agreed by Welsh Assembly Government and now CRE.	Draft strategy was presented by the Welsh Language Board to CRE and Assembly officials in CWLS and Strategic Equality and Diversity Unit (SEDU) for comment in Summer 2005. SEDU was content with the draft plan and noted that targets are sufficiently ambitious. The CRE subsequently agreed the plan Dec 05.



**Department for Environment, Planning and Countryside**

<p>Work with the Assembly Public Appointments Unit to prepare specific information for minority ethnic groups on what being a member of the National Parks Authority (NPA) and Countryside Council for Wales (CCW) would entail</p>	<p>2005-06</p>	<p>Information produced for minority ethnic groups on NPA &amp; CCW membership</p>	<p>The department has worked with Black Environment Network (BEN) to ensure Countryside Council for Wales (CCW) appointments were publicised among minority ethnic groups. Material was prepared in relation to forthcoming National Park appointments and sent to BEN for wider dissemination. It was circulated to all their local groups across Wales and to relate organisations like Minority Ethnic Women's Network.</p> <p>The Department had liaison meetings with the BEN and ensured they knew when the appointment selection exercises would be taking place so they could inform member groups.</p>
<p>Encourage applications for public appointments to CCW and NPA by building stronger links with minority ethnic communities by e.g. attending the Black Environment Network conference in February 2006.</p>	<p>2005-06</p>	<p>Number of minority ethnic applications for membership</p>	<p>The department worked with the BEN to ensure it had an active role in their annual conference held in February 2006. The Department also maintained liaison with BEN through the year on the public appointments issue. 2 members of team attended BEN Wales conference on 1 February 2006 and sat on a Panel to take questions on the issue. 4 applications were received from individuals from minority</p>

			ethnic communities, however all 4 were unsuccessful in being appointed. The department has written to the unsuccessful candidates from the National Park interviews to encourage them to take up shadowing opportunities with the Brecon Beacons National Park Authority.
Each Environment Planning and Countryside Department sponsor division to require sponsored bodies to include the agreed ethnicity information in their annual reports*.	2005-06	Relevant information to be included in Annual Reports of sponsored bodies	CCW are including standard information on ethnic monitoring within their organisation in their annual report and results of their work to encourage more ethnic groups into the countryside, Environment Agency (EA) includes ethnicity information in its annual report. It is recruiting 4-5% of new starters from ethnic minorities. EA has exceeded its targets for new starters from Minority Ethnic (ME) recruitment from 10% for Cardiff and 3% for Wales to 15% and 7.9% respectively for the 2nd quarter of 2005. the Department is working with National Parks to include specific information on this issue in their next annual report. Forestry Commission collate staff ethnicity information on a quarterly basis. (Since 1/4/2006 WDA Food Directorate has merged with Food Market and Development Division.)

<p>As part of the follow up to the National Park Authority review, National Park Authorities will develop an implementation plan of actions they will take to build on current actions. These include the Mosaic project, which aims to increase awareness of National Parks among minority ethnic groups and to encourage visits and other activities.</p>	<p>2005-06</p>	<p>Implementation Plan produced</p>	<p>New Social Inclusion strategy produced jointly by the 3 Parks in December 2006. Implementation/action plans developed by individual authorities by March 2006</p>
<p>Ensure that development of the Environment Strategy includes views from minority ethnic groups</p>	<p>2005-06</p>	<p>Evidence of consultation with minority ethnic groups and participation in policy making. Representative from Black Environment Network on Reference Group</p>	<p>The consultation document has been sent to groups representing ethnic minorities, and organisations representing ethnic minorities have attended the consultation workshops on the Environment Strategy, including Black Environment Network and WELCOME. A Race equality screening assessment was conducted on the Strategy and Action Plan. Although both were assessed as low impact overall, some more relevant areas were identified and these are specifically referenced in the Strategy and will be highlighted specifically in commissioning requests to take the actions forward.</p>
<p>Black Environment Network to be one of the organisations on the Minister's Reference Group, which advises on the development of the</p>	<p>2005-06</p>	<p>Evidence of consultation with minority ethnic groups and participation in policy making.</p>	<p>Black Environment Network is represented on the Minister's Reference Group. BEN has a wide network of organisations and groups it works with across Wales.</p>

Environment Strategy		Representative from Black Environment Network on Reference Group	
Organisations representing minority ethnic groups to be invited to participate in consultation on the draft Strategy, e.g. sent copies of consultation draft and invited to participate in stakeholder workshops	2005-06	Minority ethnic organisations consulted and taken part in stakeholder groups	The mailing list for the Strategy consultation and workshops events included organisations representing minority ethnic groups. Organisations representing minority ethnic groups have attended the consultation workshops on the Environment Strategy, including Black Environment Network and WELCOME.
Race Equality Impact Assessment will be undertaken on the Environment Strategy	2005-06	Evidence that REIA has taken place	An initial REIA screening was undertaken on the consultation document and published as part of the consultation pack. REIA Screening of final Strategy completed. REIA screening of consultation document, final Strategy and Action Plan completed.
Hold detailed discussions about the specific needs identified in the various areas	2005-06	Meetings held to discuss needs assessment. No specific measures listed in Action Plan	Representatives from local groups have been involved in stakeholder discussions on RD developments

Meet with appropriate race equality and community representatives to consider whether planning policy takes appropriate account of minority ethnic religious centres, businesses and housing issues	2005-06	Issues identified and followed up as appropriate	The Department held a meeting early in 2005 with CRE (Wales) to contribute to CRE Housing Code. Meeting with CRE held on 7/3/06 to discuss revised draft TAN 2 (Planning and Affordable Housing).
Promote minority ethnic representation on Wales Planning Forum, which supports the development of Welsh Planning Policy, by regular consideration at meetings	2005-06	Published minutes of Forum Meetings	The Department currently has All Wales Ethnic Minority Association (AWEMA) represented on the Forum; minutes are issued to all Forum members.
Monitor the number of professional planners employed in Wales from ethnic minority groups.	2005-06	Number of planners from ethnic minority groups. Information-on provided by RTPI (sent to EPC Business Unit). Annual up-dating information to be placed by RTPI on their website.	Planner recruited to Assembly Planning Division from minority ethnic group. Information of number of planners from minority ethnic groups who hold membership is now provided by Royal Town & Planning Institute. RTPI will put annual up-dates on their website.
<b>Department for Social Justice and Regeneration</b>			

Develop a disadvantaged community development fund for minority ethnic community / voluntary organisations	December 2005	Submit the disadvantaged community development fund to the Minister for SJ&R for approval	Proposals for a new Disadvantaged Groups Development Fund were considered by the Voluntary Sector Partnership Council. Consultation is currently underway and will close on 31 October 2006. Fund is due to be launched in early 2007.
Identify and encourage community cohesion and race equality issues within all 22 Partnership Crime and Disorder Strategies for 2005-08	Spring 2005	Compile a report (identifying best practice and areas for improvement) and submit it to the Minister. Publish the report on the Assembly internet site and disseminate the report to all 22 Community Safety Partnerships	All Community Safety Partnerships have been encouraged to look at diversity issues including hate crime. All partnerships have prepared strategies which address the race equality issues.
Ensure that race equality issues are mainstreamed into the draft All Wales Domestic Abuse Strategy. (Black Association of Women, Step Out, All Wales Ethnic Minority Association and All Wales Saheli are members of the All Wales Working Group on Domestic Abuse)	2005	Regular review of the draft strategy by the All Wales Domestic Abuse Working Group with a view to ascertaining the extent to which race equality issues have been mainstreamed	The final strategy was published in March 2005. The department will continue regular review by All Wales Domestic Abuse Working Group.

Use grant funding to support social landlords to promote race equality (including funding the running of a minority ethnic housing organisation for Wales, Tai Pawb)	2005-2008	Core funding on annual basis, paid quarterly. Performance monitored quarterly by Housing Services and Strategy Unit	A £200,000 minority ethnic housing grants programme has been included in the Social housing Management Grant programme and awarded to Tai Pawb.
Include 'race and housing' in the new performance measurement framework for local government	Draft framework due Spring 2005	Publication of performance measurement framework containing race equality performance measures	Draft framework for 2005/2006 included relevant data sets including race and has now been published.
Review social landlord performance in promoting race equality	Spring 2005	Publish the report, which evaluated social landlord's performance in promoting race equality	The report which evaluates social landlord's performance in promoting race equality has been produced and available on the Assembly's website via the link <a href="http://new.wales.gov.uk/topics/housingandcommunity/housing_research/sjrrr105?lang=en">http://new.wales.gov.uk/topics/housingandcommunity/housing_research/sjrrr105?lang=en</a>
Issue finalised guidance on developing and delivering responsive housing and support services to asylum seekers and refugees	Summer 2005	Issue guidance to relevant agencies by Summer 2005	Guidance issued March 2005. Guidance to be reviewed and updated by Dec 2006.
Carry out initial race equality impact assessment/screening for all new strategic policies (as part of a Policy gateway process)	From April 2005	Publication of assessments for all new strategic policies. A random sample of assessments to be scrutinised by the Race	Three policies have been impact assessed. 2 modules of the Substance Misuse Treatment Framework and National Homelessness Strategy.

		Equality Scheme Steering Group (and findings published in Annual Progress Report)	
<b>Department for Education, Life Long Learning and Skills</b>			
Collect ethnicity data on the new Individual Learning Account (ILA) programme and assess whether there are barriers to take up by minority ethnic	Mar-2006	Percentage of Individual Learning Account course bookings from BME learners	There is an ongoing evaluation of the programme and a monthly monitoring by ethnic minority, age and gender. In 2005-06 2.9% of course bookings supported by an ILA were from minority ethnic learners (122 out of 4511). About a third of these bookings were for ICT courses.
Review and collate all existing research evaluations, consultations and reports that have been produced in Wales on race equality and education and learning skills	Mar-2006	Follow up a themed meeting of the Research Liaison Group held on 3rd February 2005 and publish a report. We will strengthen evidence-based practice, impact on assessment and decision-making	The Department has collated and produced reports on Higher Education, Practitioner Development and Underachievement in minority ethnic communities. The information is being utilised by policy developers as part of the race equality impact assessment.
Target schools with catchment areas which include a high proportion of minority ethnic pupils in the Aim Higher campaign to increase participation and widen access to Higher Education	Mar-2006	Programme under review. Throughout the 3 year campaign Aim Higher Wales has visited 344 schools, and has reached 35,108 students	The Aim Higher road show completed its round of school visits at the end of the Summer term. It has visited 344 schools and 35,108 students.



<p>To conduct an extensive piece of research and data analysis on Gypsy and Traveller children and young people in Wales</p>	<p>March 2006</p>	<p>Research project completed and report and action plan published</p>	<p>The department commissioned research and data analysis into Gypsy &amp; Traveller children and young people in Wales which was completed in January 2006. A subsequent action plan will be published in early 2007. The report will update the circular 52/9 which sets out service provision for Gypsy and Traveller children and young people.</p>
<p>Discuss with the Teacher Training Agency possible opportunities in Wales, and agree appropriate actions for promoting teaching as a profession among people from minority ethnic backgrounds. (This will build on the existing Teacher Training Agency targeted marketing campaign, aimed directly at minority ethnic groups).</p>	<p>Mar-2006</p>	<p>Inclusion of Wales in the main text of the "Teaching in a diverse society" section of the TTA website. Targeting of advertising to specific minority ethnic publications in Wales. TTA, via KLP, to host an all Wales diversity workshop to promote the teaching profession within shortage subjects to under represented groups.</p>	<p>The department held discussions with the Teacher Development Agency to promote the profession amongst minority ethnic communities. TDA has targeted websites and events aimed at people from minority ethnic communities. The web site includes Welsh case studies from minority ethnic background. All advertisements produced as part of the recruitment campaign are now representative of the cultural/ethnic make up of the communities in the UK.</p> <p>Research has also been undertaken into reasons why trainees from minority ethnic backgrounds withdraw from ITT, The research does not include Welsh participants in the sample. However, the findings from the report are likely to be applicable to Wales.</p> <p>A specific minority ethnic recruitment workshop was held by TDA where Welsh</p>

			<p>providers were also present. For example, the Maindee event in Newport was targeted at minority ethnic teacher recruitment, which received interest from potential undergraduate and post graduate students.</p> <p>Contact has also been made with Fitzhalan and Willows High School to deliver presentations to young people and parents on teaching as a career.</p>
Continue to promote mainstreaming; keep equality issues in high profile with Young People's Partnerships (YPP), national organisations and partner agencies	Mar-2006	YPPs required to extend arrangements for special interest groups involvement 2006-07 including BME, young people with disabilities etc.	Action being met, although promotion will be ongoing to improve coverage. Despite national emphasis, progress reports from YPPs received July 2005 indicate that progress locally is patchy.
Participation: Young People's Partnerships will be required to develop mechanisms to report on their progress in working with different ethnic groups on an annual basis	Mar-2006	Requirements on YPPs issued within National Priorities. Confirmation that these mechanisms are in place will be within YPP reports.	National priorities for YPPs during 2006-07 year notified Sept 2005 include a requirement to focus on putting in place arrangements to improve participation by BME young people.
<b>Health Inspectorate Wales</b>			
All inspection to include an assessment of: compliance with legislation; achievement of standards in respect of equal opportunities and race	Ongoing. As each inspection is conducted.	Inspection process to include a section on race equality compliance	To date reviews of the following have been undertaken: Powys LHB, Rhondda Cynon Taf LHB, Vale of Glamorgan LHB, Conwy & Denbighshire Trust, Carmarthenshire LHB, Bro Morgannwg Trust, Torfaen LHB,

equality; and progress in the implementation of the organisations own Race Equality Strategy.			Isle of Angelsey LHB, Gwent Trust, North Glamorgan Trust, Ceredigion Trust, Cancer Networks, Medium Secure Units.  As part of each review consideration was given to diversity and equality issues and where necessary recommendations made for improvement.
HIW to provide facilities for interviews/meetings in preferred language of individuals/groups with whom it consults.	Ongoing. As each inspection/ investigation is undertaken	People able to use their preferred language in contact with HIW	HIW has made Inspection / Investigation Managers aware of the requirement to provide facilities for interviews/meetings in preferred language of individuals/groups with whom it consults. To date only requests for interviews to be undertaken in Welsh have been received. All requests have been complied with by HIW.
As far as practical HIW to be sensitive to the acceptability of the setting in which it meets with individual/groups.	Ongoing. As each inspection/ investigation is undertaken	Arrangements for meetings demonstrably take into account relevant sensitivities	Inspection / Investigation Managers are aware of this requirement
All inspection reports to contain chapter/section on diversity issues including equal opportunities and race equality	Ongoing. As each inspection/ investigation is undertaken	Relevant section/chapter in final reports of inspections	All reports have referenced diversity matters as appropriate.
As part of the editorial process all published material to be checked for appropriateness of specific reference to equality matters	Ongoing. As each piece of material is published	Checks logged and published material appropriate	QA process adopted on all published material.

HIW to provide translated reports and other material in line with this commitment	Ongoing - As material is published	Translated material provided as requested	All reports published in English and Welsh. No requests for other languages received to date.
All HIW staff to complete Assembly induction race equality training	Within three months of appointment	Monitoring demonstrated all staff have completed race equality training	All staff completed induction to 1/3/05
HIW to provide relevant preparatory induction for lay and peer inspectors.	Ongoing from 30/03/05	Monitoring indicates all inspectors receiving induction	Ad hoc arrangements for briefing of peer and lay inspectors from provider pending recruitment of HIW's own group, for whom dedicated training is being planned.
<b>Corporate Information and Systems Directorate</b>			
Introduce and implement a system to monitor how often Assembly publications are requested in minority ethnic languages	From April 2005	Monthly statistics gathered and reported to the BIMD corporate meeting. • Annual report of Publication Centre activity (collated from these metrics and qualitative data) available for 2005-2006 will be published on the internet	The Department has amended its database to incorporate results on the number of requests made for Assembly publications in minority ethnic languages. To date there have been 17 requests for publications mainly related to Health Promotion and Education. These data has not yet been published on the internet due to delays and changes to the Assembly Website.

Publish statistical information by ethnicity on the Assembly's internet site.	On Going	Public information kept up to date and coverage extended	A breakdown by ethnicity has been added to several existing outputs, including Higher and Further Education student analysis and the collection of ethnicity data for homelessness has been brought in line with the categories agreed for the RES. Statistical outputs are available on the internet via the link <a href="http://new.wales.gov.uk/topics/statistics/?lang=en">http://new.wales.gov.uk/topics/statistics/?lang=en</a>
Actively seek feedback on the Statistical Focus on Ethnicity in Wales (e.g. from equality bodies, the voluntary sector and academia).	By May 2005	Report produced outlining feedback received and proposed responses	The Department completed consultation on the report in June 2005 with key stakeholders from equality bodies, including the voluntary sector. A Report has now been produced outlining feedback received and proposed responses. The report is published on the Assembly's internet site <a href="http://www.statwales.wales.gov.uk">http://www.statwales.wales.gov.uk</a>
<b>Human Resources Department</b>			
Drive to secure better staff understanding of the purpose and value of employment ethnic monitoring and set relevant targets for the reduction of any differentials which are revealed through employment ethnic monitoring	March 2006 & 2007	90% response rate on ethnic origin by the end of the first year of the Scheme. • Performance against the above target to determine targets set for the second and third years of the Scheme	We have received responses from are over 90% of our staff.  The Data is currently being migrated into the HR IT system which will allow better interrogation of the data. The data will be expanded to include information on the staff of the merged Assembly Sponsored Public Bodies and

			<p>will be linked to a wide range of other information about staff.</p> <p>Targets have been set as part of the Single Delivery Plan. Targets are set for gender, ethnicity and disability and are set for the whole workforce as well as the SCS separately.</p>
Carry out an annual staff survey to test experiences, perceptions and attitudes	January 2006	<ul style="list-style-type: none"> <li>• Initial findings of surveys communicated to Executive Board.</li> <li>• Full survey results circulated to all Staff.</li> <li>• Development of action plans to address areas where poor experiences and perceptions and attitudes are reported.</li> </ul>	<p>2005/06 Survey completed and results communicated to Management Board and wider staff base. All published on intranet and headline results on internet. Communications plan in place to ensure staff are kept apprised of developments.</p>
Review the new recruitment procedures for any potential racial discrimination or inequality and promote further positive action if necessary	May 2005, 2006 and 2007	Levels of reported Racial discrimination or inequality	<p>For 2005 we undertook the following • KPMG audit to ensure a fair and open approach• Audit of 04/05 recruitment schemes for evidence of potential discrimination and inequality• Audit of 10% of scheme files.</p>
Advertise employment opportunities in an appropriate range of diverse media/web sites and outreach activities, targeting under-represented	March 2006 & 2007	Increased numbers of job applications from under-represented groups	<p>Moved to corporate web based advertising in January 2005. Have advertised the website through a combination of ethnic and other press known for their diversity platforms and at recruitment fair events.</p>

communities			Commissioned research into the perceptions of under-represented groups to be able to promote the Welsh Assembly Government as an employer through better tailored and more innovative advertising routes.
<b>Department Strategy, Equality and Communications</b>			
Work with policy departments to improve the mainstreaming of race equality issues into social research projects and evaluations by:- providing advice and guidance on Research and Evaluation (R+E) Plans and the research planning process; Reviewing R+E Plans to monitor how effectively race equality issues have been mainstreamed and to identify good practice	On an annual basis, to fit the R+E planning process	Revised and improved R+E Plan guidance to take account of race equality duties. Development of assessment criteria for R+E Plans to effectively monitor their coverage of race equality issues. Annual progress report on R+E Plan coverage of race equality issues	Review of 2005/6 R+E plans has been completed. Findings were fed back to each group in October/November 05. Guidance to accompany the commissioning of 2006/7 plans has been developed which takes account of the race equality duties. Workshops were also held to promote the use of better research and performance measurement of equalities issues.
Incorporate and highlight race equality impact assessments in Assembly policy-making guidance and training (including the modular policy-training course for middle managers)	2005	Post course feedback on the quality of the course	The Assembly Government, in collaboration with the CRE, produced a pilot Race Equality Impact Assessment toolkit which was launched in December 2005. The toolkit was supported with guidance which provided information on how to conduct a REIA. A series of REIA awareness seminars were also delivered

			by the CRE to Assembly staff involved in policy development. Human Resources Department launched a pilot Race Equality Training programme in July 06 which provides a component on how to undertake a REIA – currently awaiting feedback from the course.
Basic assessments of race equality implications to be included in the Ministerial submission process (and associated staff guidance amended to take account of this)	From April 2005	A random sample of assessments to be scrutinised by the Race Equality Scheme Steering Group (and findings published in the Annual Progress Report)	<p>Guidance on REIA is available on the policy Gateway intranet site. Strategic Equality Policy Unit has undertaken some random spot checks.</p> <p>To improve the use of the REIA in Ministerial submissions SPU wrote to all Heads of Departments to remind them of their commitments.</p>
Commission research on how the Assembly can communicate more effectively with different ethnic groups and consult more effectively on race equality policies and programmes	2005	Research report to be approved by Race Equality Scheme Steering Group	Corporate Communications Department commissioned Central Office of information to undertake research into how the Assembly could better consult with minority ethnic groups. COI developed a translation standard and consultation and communication toolkit with Central Office of Information. The communication toolkit and translation standards are designed to assist the National Assembly for Wales and its partners to better consult and engage with minority ethnic communities. To deliver the project it was split into five stages:



			<ol style="list-style-type: none"> <li>1. Interactive map of ethnic minority landscape of Wales</li> <li>2. Audit of current approaches to communication</li> <li>3. Development of an ethnic minority language standards model</li> <li>4. Development of toolkit</li> <li>5. Recommendations and introduction of toolkit internally</li> </ol>
Develop arrangements and practices for consultation with relevant ethnic groups and other policy proposals, with particular attention to ensuring direct consultation with service users and members of the public from different ethnic backgrounds	End of December 05	Increased ethnic diversity among the responses of service users and the public to Assembly Government Consultation	A database is held by Strategic Equality and Diversity Unit which holds over 3,000 national, local and community organisations. As part of the REIA support offered to departments they were given guidance and advice on consulting with minority ethnic groups.

## Appendix 2

### Welsh Assembly Government Policies which have undergone Race Equality Impact Assessment

Name of Policy	Date of Impact Assessment	Type of Assessment undertaken
<b>Department for Enterprise, Innovation and Networks</b>		
Heads of the Valleys Programme	Jan-06	Screening
Wales: A Vibrant Economy	Nov-05	Screening
Wales Transport Strategy	Mar-2006	Screening
<b>Environment, Planning &amp; Countryside</b>		
The Environment Strategy	Dec-05	Screening
Tan 1 Joint housing land availability studies	Mar-06	Screening
Tan 2 Planning and affordable housing	Mar-06	Screening
<b>Social Justice &amp; Regeneration</b>		

Disadvantaged Communities Development Fund	Feb-06	Screening and Full
National Homelessness Strategy	Feb-06	Screening
Affordable Housing Toolkit	Mar-06	Screening
<b>Department for Training &amp; Education</b>		
The Learning Country 2	Feb 2006	Screening
Access to education and support for pupils with medical needs	Mar-2006	Screening
<b>Total Number of Assessments Completed</b>		12

*\*Note: some of the above mentioned policies are currently going through the full impact assessment but have not been included in this table*

## Appendix 3

<p style="text-align: center;"><b>PERMANENT SECRETARY'S 2005-06 REPORT ON EMPLOYMENT RELATED SPECIFIC DUTIES UNDER RRAA 2000</b></p>
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### **Promoting Race Equality in Employment and Training**

The Welsh Assembly Government is committed to improving the representation of minority ethnic people in its workforce to better reflect the society it serves. We are seeking to attract more minority ethnic people to work with us so that we can more effectively harness the difference that people bring to an organisation and the benefits that result from diversity. We want all employees to feel that they work in an environment free from harassment, where discrimination has been eradicated and diversity is truly valued.

### **Main Objectives in the Race Equality Scheme**

#### **Recruiting our Employees**

- In the lead up to mergers in 2006, an Attachment Protocol was introduced, requiring all posts to be offered internally on a lateral or promotion basis to merging staff before vacancies were advertised externally. In addition, an external recruitment moratorium was put in place to ensure that staff displaced as a result of the mergers and in preparation for the new Merthyr office could be found posts.
- Recruitment continued for posts scheduled for relocation; posts outside the Cardiff area and specialist posts - in 2005/06 we advertised 238 posts externally. Since early 2005 we have been focusing our attention on web-based advertising. A comprehensive online recruitment system will be introduced in autumn 2006. In the meantime, a generic press advert alerts potential candidates from under-represented groups to a web-site address which displays all information relating to current vacancies and offers downloadable application forms that can be returned electronically.
- The Welsh Assembly Government participated in the Cabinet Office Summer Placement Scheme for minority ethnic students. During 2005-06, 10 minority ethnic students were offered placements and the Welsh Assembly Government was the most active Department outside of London. Feedback and evaluation from students and line managers was very encouraging and as a result the scope of the scheme has been expanded for 2006/07. The Assembly also retains an ongoing commitment to the Windsor Fellowship and Chevening and placed 3 Windsor Fellows and 2 Chevening Scholars during

the year.

- KPMG carried out an audit to ensure that our recruitment and selection schemes were fair, open and non-discriminatory
- During the year research was commissioned to gather the perceptions of under-represented groups towards the Welsh Assembly Government as an employer/potential employer. A number of practical ideas were highlighted to assist the Welsh Assembly Government in recruiting and retaining a more diverse workforce that better reflects the wider population. These include adapting recruitment activity, simplifying the application process, long term activities linked to developing community relations and actions to create an accepting work environment for all. Work has begun on the recommendations including adapting our outreach strategy, developing the web based recruitment system and planning a new diversity micro site which will go live during the next year to promote the Assembly as a diverse employer.

### **Working for the Assembly Government**

- The 2005 staff attitude survey tested experiences, perceptions and attitudes of those working for the Assembly Government. Results improved for questions asking staff about being treated with fairness and respect at work. New questions gave a baseline for staff perceptions on discrimination and on their views of the Assembly Government as an organisation that is committed to equality of opportunity for all staff.
- In January 2006, a shadow board was set up to help the Management Board of the Welsh Assembly Government to set the corporate direction of the organisation and influence management decisions. The shadow board recruitment process was designed to ensure that a diverse range of applicants would be attracted. This has resulted in staff from minority groups being represented on the board.
- Our Dignity at Work policy, which tackles workplace bullying and harassment, was updated in 2005 to ensure that it remains effective and takes account of ACAS best practice. During this time, we trained staff as harassment officers to provide support and advice;
- During the year significant progress was made on the development of the HR IT database. A diversity staff monitoring survey was carried out within the Welsh Assembly Government to collect the information needed to populate the database and yielded a 90.6% return. This data has now been added on the database enabling us to identify and take action in addressing under-representation of minority ethnic groups. The data will be expanded to include information on the staff of the merged Assembly Sponsored Public Bodies

(ASPBs) and will be linked to a wide range of other information about staff. It will underpin the regular monitoring activity needed to report on progress against the Race Equality Scheme.

- As part of mergers an Equalities and Diversity Work stream, made up of staff from the merging ASPBs compared best practice from the different organisations on promoting equality. These are currently being considered for adoption.
- During 2005/06 work was undertaken to ensure that our performance management system mandates every member of staff, including all senior managers, to have a diversity objective. Guidance on setting appropriate diversity objectives is also available to staff. A review of the effectiveness of this approach will form part of the review of our performance management arrangements which will be undertaken in 2006, post-merger.
- We improved on our overall score for the Race for Opportunity Benchmarking scheme and obtained a silver award; this indicates a marked improvement in our performance and the Welsh Assembly Government was celebrated as one of the top 10 most improved organisations.
- To build on the Welsh Assembly Government's long standing commitment to achieving equality, we have produced the Diversity Delivery Plan. This responds to a key Cabinet Office requirement that all Government Departments should set equality targets for senior staff for achievement by 2008. The plan was drafted in accordance with the Cabinet Office guidance for 'Delivering a Diverse Civil Service: A 10-Point Plan'. A detailed report on progress will be made next year.

### **Training and Developing our Employees**

- As part of the new core training contract let by the Welsh Assembly Government in early 2006, training courses provided through the contract are checked for race equality compliance.
- Equal Opportunities Monitoring Forms were issued with all joining instructions for those participating on corporate courses. There was a return rate of 83.7%, but a significant number of staff did not declare their ethnic origin. Work is underway to improve this process, by linking development needs identified as part of performance review to the staff database. This will enable us to identify barriers faced by staff who need to access learning and development opportunities as well as our current approach of monitoring activity on formal courses.

- Our Divisional and Departmental Training Plans include a range of commitments aimed at ensuring that all programmes were developed, delivered and evaluated with race legislation and best practice in mind.
- Equality and Diversity Awareness training was updated in line with new equality legislation, and was delivered to nearly 300 staff as part of reception training.
- As part of the mergers process 17 merger reception events were held throughout Wales for nearly 1,000 ASPB staff during 2005/06. Diversity themes were included in the HR workshop element and throughout the event.
- A training course for Departmental Race Equality Champions (and relevant staff with special responsibilities for promoting race equality) on race impact assessment was delivered.

## Employment Monitoring Data

April 2005 - March 2006

	White	Asian	Black	Mixed	Chinese	Other	No reply
Number of Job Applicants 41 MEC	1930	Indian 10 Pakistani 4	African 2 Caribbean 4	Asian/White 2 Black African/White 2 Black Caribbean/White 3 Asian/Chinese 1	3	Black 1 Mixed 1 Asian 3 Japanese 1 Other 4	4
Number of Successful Applicants 4 MEC	234	Pakistani 1	Caribbean 1	Black Caribbean/White 1		Black 1	
Staff in Post 128 MEC	3641	Indian 10 Bangladeshi 31 Pakistani 11	African 2 Caribbean 5	Asian/White 17 Black African/White 5 Black Caribbean/White 6	6	Asian 10 Black 3 Ethnic 11 Mixed 11	428
Staff applied for promotion 27 MEC	777	Indian 5 Bangladeshi 1	African 1 Caribbean 1	Asian /White 2 Black African/White 5	2	Other 10	54
Staff who were	279	Indian 3	African	Black African/White	1	Mixed 2	20



<b>promoted</b> <b>10 MEC</b>			<b>1</b> <b>Caribbean</b> <b>1</b>	<b>1</b>		<b>Ethnic 1</b>	
<b>Staff who Left</b> <b>8 MEC</b>	<b>188</b>	<b>Pakistani</b> <b>1</b>	<b>Caribbean</b> <b>1</b>	<b>Asian/White</b> <b>2</b>	<b>1</b>	<b>Asian 1</b> <b>Black 1</b> <b>Ethnic 1</b>	<b>57</b>
<b>Staff received Training</b> <b>30 MEC</b>	<b>1308</b>	<b>Asian 7</b> <b>Indian 1</b> <b>Bangladeshi 2</b> <b>Pakistani 4</b>	<b>Caribbean 11</b>  <b>Black 2</b>	<b>Asian/White 1</b>		<b>Other 3</b>	<b>4690</b>

**\*MEC – Minority Ethnic Communities**

Development work on the new Welsh Assembly Government HR IT systems, a staff database, and online recruitment will allow consistent detailed monitoring of personnel practices and performance. As this new system was not yet in full operation in 2005/06, the monitoring data was collated manually. This information has now been added to the HR staff database.

The Assembly does not operate an appraisal system whereby staff receive a benefit. If staff perform satisfactorily then they receive an increment. Only one, White, member of staff was assessed as an unsatisfactory performer during 2005/06. His increment was withheld until such time as his performance improved.

In terms of Learning and Development (L&D), during 2005/06 Equal Opportunities Monitoring Forms were issued with all joining instructions, rather than collated through the course application process so only highlight those who received training, rather than those who applied for it. This process is under review as detailed below. The return rate for the

period was 83.7%. Staff returned 6,028 monitoring forms, 30 were from minority ethnic group staff. On 4,690 of the forms, ethnic origin was not specified.

Any barriers faced by staff when accessing learning and development opportunities need to be identified from the earliest stage and throughout the process. The Corporate L&D Team is planning new procedures which will provide far more valuable information than that gained through the current processes. From April 2007, the performance review form will be completed on-line and development needs identified will be recorded on the HR IT system for analysis at Corporate and Departmental levels. It will then be possible to monitor access to development opportunities to meet those identified needs. This will be more meaningful than starting the comparison from the stage at which an individual completes a booking form.

During this period, 188 employees left the Assembly, 8 of whom were from minority ethnic groups and 57 did not return the monitoring form. Once again, with the new IT system in place, we should be able to work incrementally to increase completion of the data on the ethnic origin of the workforce, and identify the ethnic origin of those who leave WAG.

Finally, five White employees were formally disciplined and a further five employees went through formal grievance procedures. No minority ethnic staff brought a formal grievance or was formally disciplined. With the new IT system in place, we shall be able to breakdown the White category and report ethnic data more accurately.