

Black and Minority Ethnic (BME) Employability Strategic Steering Group

BME ESSG – Progress Report 2015

The only Employability & Ethnicity Group in Scotland and with a Diverse Membership of Third & Public Sector Agencies.

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Introduction

This is the first report from the Black and Minority Ethnic Employability Strategic Steering Group (BME ESSG). The first quarterly meeting took place on the 30th April 2014 and have meet regularly including sub group meetings. The group, represented by public and third sector organisations has made significant progress towards addressing key issues relating to employability.

This report will present the progress made to date and highlight case studies and collective recommendations. We hope that you will find this report useful in addressing issues relating to employability and social cohesion. This report highlights achievements and challenges of the group to date.

Background, Including Origin of the Group

The formation of the Black and Minority Ethnic Employability Strategic Steering Group (BME ESSG) is a REACH initiative. The group developed in response to the consultation with stakeholders from third and public sector organisations involved in employability work and BME communities. Furthermore, the process involved mapping of existing groups to avoid duplication and to look into ways of complementing other groups via BME ESSG. Finally, in September 2013 an Employability Developmental Day was organised by REACH, titled 'Inspiration 2013'. The event brought in key stakeholders working in the areas of employability and health from Glasgow and beyond, including a large number of individuals from BME communities. The event further strengthened the need for a BME ESSG.

Purpose

The forming of the BME Employability Strategic Steering Group is to provide a vehicle for sharing good practice; increasing awareness of existing employability initiatives, relevant employability schemes and policies; increasing and strengthening networks to encourage partnerships and support between organisations/projects. It is envisaged that the wealth of experience and knowledge within the group will help inform and shape local and national policies around employability, especially from the BME perspective.

The overall purpose of the group is to facilitate BME communities to gain access to a successful employability journey and into employment and to ensure their needs and issues, pertinent to employability, are addressed by service providers & policy makers, including providers from the third sector.

Membership of the Group

Membership is voluntary and any group member can cease to be a member of the group at any time, however prior written notice will be appreciated. Likewise, REACH Community Health Project with the consensus of the members of the steering group will have the right to cease the

membership of an organisation if their continued membership harms the progress of the BME ESSG. If so, two weeks' notice will be given.

Who can become as member of the BME ESG?

Individual representing a group or an organisation can become a member, but it is important that the prospective members have a role or an interest in the subject of employability and or employability and health.

How can one become a member?

Interested individuals or organisations can write to the REACH Community Health Project with a request for membership of BME ESSG.

Prospective members need to briefly disclose their role and or interest in the subject of employability and their reason for joining the group.

New members can be recommended by an existing member.

Decision on the new membership

Request for new membership will be presented to the group meeting and if a member has an objection on a new membership it will be discussed and agreed by the group.

In case of a request for a new membership soon after a meeting, rather than waiting for the next meeting, REACH will email existing members with the details of the prospective members and ask for feedback.

Roles & Responsibilities of the Members

- To attend quarterly meetings to discuss progress and development.
- To provide an overarching advisory role, contributing expert opinions towards the development and improvement of the outcomes.
- To contribute into sub-groups if and when created to discuss specific issues/topics.
- To help the BME ESSG keep up- to-date with relevant news, information and developments.
- Respond to emails and provide feedback on relevant documents.
- To provide and process relevant information pertinent to the groups objectives.
- Represent the group at events and forums.
- To promote BME ESSG within the relevant networks
- Members will be assigned to work on particular outcome/activities depending on their skills and strengths

Roles and Responsibilities of the REACH Community Health Project

- To coordinate the group and provide necessary admin support
- To draft key documents and reports for the group.

- To take necessary actions with the help of the group members to achieve the agreed outcomes.
- To promote the group among other networks and inform members of progress on a regular basis.
- To seek support from other stakeholders in order to help achieve the agreed outcomes of the group.

REACH will be the main chair of the group with rotating support from members.

Support to the Group

Voluntary Action Fund (VAF) as a key member of the group offering support as and when required. Furthermore, they provide links with other organisations and Scottish Government.

Similar offers from other members will be welcomed and accordingly incorporated in the framework.

Tracking the Progress of the Group

It is important that BME ESSG members are committed to the work, success and sustainability of the group.

In order to help track the progress of the group the agreed outcomes will be discussed at the end of each year and at the time outcomes can be reviewed and agreed for the following year.

Outcomes and Activities of BME ESSG for 2014 & 2015

Outcome 1

Increased awareness & understanding among the third & public sector organisations around BME employability initiatives/projects in Glasgow	
Gather information from members about their individual employability projects & other projects they may be aware of.	December 2014
Prepare a list of employability projects & renew each year - an electronic directory.	January 2016
Disseminate the directory among members and others who are involved in employability projects.	February 2016

Outcome 2

Third sector & public sector organisations are better informed about local and national employability initiatives.	
Commitment from members to share new local and national employability initiatives with the group.	On-going
Develop links with bodies such the National Delivery Group (NDG). Proactively seeking information about current and upcoming employability initiatives.	On-going
Maintaining relations with the Scottish Government to seek information on national policies and share with group members.	On-going
To enhance the capabilities to influencing local and national government employability initiatives.	On -going

Outcome 3

National & local employability initiatives are better informed about BME employability issues and best practices.	
Collectively gather and share learning to shape recommendations which will positively affect policy decisions.	On-going
Working in partnership with mainstream agencies to address barriers faced by BME people in achieving suitable employability opportunities.	On-going
To support and identify research opportunities to better inform employability policies and services.	On-going
To collectively organise an annual networking event hosting workshops to discuss BME employability.	September 2016

Outcome One: Increased awareness & understanding among the third & public sector organisations around BME employability initiatives/projects in Glasgow

- Mapping exercise was completed via online survey in early June 2015. Survey shared via members' networks. Data was recorded and will be shared via directory
- Presentations were delivered to:
'Story so Far' in March 2015, 70 delegates attended the Voluntary Action Fund Cluster Groups.
- Progress of work highlighted to South Equalities Group, Glasgow City Council
- Directory working group identified and to take options forward - this is currently work in progress.

Outcome Two: Third sector & public sector organisations are better informed about local and national employability initiatives.

- BME ESSG met with colleague from the Third Sector Employability Forum and requested a slot on the March agenda.
- Continuing to link in with the Scottish Government Employability Unit
- Group representative met with the National Delivery Group (NDG)

Outcome Three: National & local employability initiatives are better informed about BME employability issues and best practices.

- Agreement for a Networking Event to be hosted in September 2016 to launch directory
- CRER submitted to the Coalition for Racial Equality and Rights, Equal Opportunities Committee

5 Key Achievements

1. BME ESSG Framework

A key action was to produce a framework to support the strategic direction of the group. The final draft provides details to the background, purpose, membership, roles & responsibilities, together with three key outcomes to be met over a two year period.

2. Mapping Exercise

A "Mapping Exercise of Employability Services, Service Providers & Existing Government Schemes in Scotland, particularly aimed at Black & Minority Ethnic Groups" was developed by the group. Members disseminated the exercise across their networks. It captured a breath of information which has informed our action plan.

3. Strengthening Links with Government Bodies

Group member attended both the National Delivery Group (NDG) meeting and the Third Sector Employability Forum (TSEF) meetings in March and September 2015. A representative from the TSEF attended a meeting in August 2015 and has subsequently linked the group to a number of government led activities. The BME ESSG is making steady progress towards influencing the national employability agenda and will continue to strengthen its links with government bodies to achieve its key objectives.

4. Employability Directory

The group has been developing an e-directory that will provide a one stop source of information on employability schemes, programmes and initiatives which would suit people from BME backgrounds.

5. Action Plan

An agreed action plan will ensure that members have a stake in delivering the 3 strategic outcomes highlighted in the framework. The plan will provide a clear charter on what needs to be achieved. It will also ensure that the work is shared across membership to optimise skills and resources.

BME ESSG- Members Testimonials

"I joined the BME ESG in January 2015 as part of my role within Maryhill CAB is to recruit, train and support volunteers from BME communities to become volunteer advisers in the CAB. Many of the volunteers use the experience to increase their confidence and develop skills as route towards paid employment. An ongoing issue has been the number of volunteers who apply for jobs that are commensurate with their level of skills and qualifications and would provide good prospects for wellbeing, but have difficulty in securing these jobs. Due to the frustration which affects their confidence and self-esteem, some take jobs that are poorly paid and lack security which inevitably leads to in work poverty. As a member of the group I have been able to share these issues and best practice which has been beneficial to my work with the volunteers. It has also provided a valuable platform to build partnerships and strengthen the network which aims to tackle inequalities; help inform and shape local and national policies relating to employability. As a group we have been working towards that goal and due to collective action have now been invited to attend and have representation at the Third Sector Employability Forum which can inform and influence policies at a local and national level." **Val Tonner, Maryhill & Possilpark CAB Equalities Project**

"WSREC is the largest of Scotland's four Regional Equality Councils. We cover twelve local authorities in the West of Scotland. We work with established minority ethnic communities, new migrants, refugees and asylum seekers across all protected characteristics.

We promote good relations through community-based projects. We provide services that help people to achieve their rights and challenge discrimination. Minority ethnic people can face discrimination not only because of their ethnic background but also because of their gender, sexual orientation, disability status, religion or belief, or their age. The MEETS project began on the 1st April 2015 and initial findings suggest that there is a great demand for the services that are being provided to a wide range of minority ethnic communities. As a relatively new member of the BME ESG I am looking forward to attending future meetings and being able to tackle inequalities that exist for minority ethnic communities in relation to employment.

Nadeem Hanif, MEETS Project- WSREC

“Waverley Care joined the group because we believe the group will be working around influencing and informing policy (developing routes to policymakers – united voice is stronger and will communicate information from work on the ground) and sharing learning and best practice between participants. We also want to work with the group on increasing awareness of existing employability organisations and strengthen the network between different organisations.”

Sanaa Alsabag, Employability Co-ordinator Waverley Care

Glasgow ESOL Forum is a charitable organisation dedicated to helping BME individuals improve their skills in English language (ESOL – English for Speakers of Other Languages).

Through our participation in the BME Employability Strategy Group, we hope to maintain links with other organisations helping BME individuals with other, non-language aspects of their job-seeking journey. ESOL is an essential part, but not the only part, of our learners’ progress, and we hope that by keeping in communication with all of the other organisations in the Group, we can offer our learners referrals and access to services that will be helpful to them, as well as sharing our knowledge about ESOL and ESOL provision in Glasgow with other group members.

Lucy Kidd, (Workplace ESOL Project)

Inspiration 2013 - BME Employability Development Day

The incentive for this group came from ‘Inspiration 2013’ which provided a temporary platform for stakeholders and communities to discuss employability issues, with the desire for a group to develop a permanent space to continue these discussions. **This resulted in a number of recommendations as follows;**

(Extracts from the report)

“identified there is a need to form a group to take forward the interests of BME employability issues, help share good practices and support each other.”

“..the employability schemes that exist have not been found suitable for many BME clients, especially for those with little or no English language skills and / or have socio-cultural barriers. REACH has learned during these years that whilst individuals learn English language in order to help enter the mainstream employment route it was possible for them to be employed by many BME led businesses. In order to link up with such businesses and bring on board a pool of prospective BME employers / businesses,

Effective provisions within the mainstream policies and schemes in order to address the individual challenges towards employability as opposed to the only collective approach. This is paramount as many BME communities, in addition to the educational and training skills gap also have other socio-cultural & linguistic barriers.

Encourage BME led businesses, including small businesses to participate in employability schemes. There is a need for a real and well-resourced effort to be successful in this initiative. If successful, the scheme will help open up avenues of employment and volunteering to many BME communities who have little English language skills or are looking at culturally sensitive employment opportunities.

More and real partnerships between the third sector (those who are providing service on the ground) and public and the private sector agencies. This should include sharing of resources. Employment programme providers have to work smarter to complement each other’s work. If promoted well, the

scheme will help bridge the gap many third sector agencies have with their local communities, help with the engagement and will help bring in those individuals who are furthest from the labour market, into accessing the employability.”

The journey forward...

We must acknowledge the REACH Community Health Project for achieving a key recommendation from the ‘Inspiration 2013’ event by setting up the BME ESSG group as well as the BME Business Employability Support Group (BME BESG), which overlaps with this group. It can be said that BME ESSG has made some progress towards the recommendations, which came from the event.

The group membership includes leading employability organisations such as Skills Development Scotland, Jobs and Business Glasgow and Jobcentre Plus. As well as key community development organisations such as the Voluntary Action Fund (VAF) and The Health and Social Care Alliance Scotland (The ALLIANCE). There are community organisations represented who are experts in working with BME community groups. We currently have fifteen core members represented. The group will review its membership in the future and invite others to join. It will continue to support the fifteen core members. It will develop a network of associate members of employability related bodies across Scotland. Associate members will be registered and listed in the on-line planned employability directory.

It must be added that the group has ambitions to have a more strategic role in addressing and challenging employability issues for black and minority ethnic communities in Scotland. Its achievements to date must be measured against zero resources and funding. Its continued support is a reflection to the commitment of its core members.

Learning and Developments for the Group

1. There is a need for the group to make better use of data in order to become an effective vehicle for influencing more inclusive employability policies and practices.
2. To increase core membership and associate membership.
3. There is a need for better collaboration and use of resources and skills across the core membership.
4. To create stronger links with bodies such as The Scottish Equality and Human Rights Commission, The Scottish Government Equality Team and the Scottish Refugee Council.


Priority Areas of the Group for 2015 & 2016


1. Launch an E-Directory of BME Employability Initiatives and Programmes.	March 2016
2. Planning and delivering a Networking and workshop event.	September 2016
3. Gathering and effectively using employability data and reports relating to BME communities.	April 2016
4. Taking on an intern to support key priorities.	January 2016
5. Setting up website page which incorporates the BME employability search engine.	March 2016

Conclusion

This group represents a positive step for public and voluntary services to collaborate on issues around employability for black and minority ethnic communities (BME). There are many challenges ahead for it to satisfy all aims and objectives. As like many other steering groups, sustaining attendance can be challenging. Nevertheless around ten members meet regularly, representing both the public and third sector. Meetings are currently led and chaired by the REACH Community Health Project, the intention is to rotate the chair and venue in the future to foster a sense of shared responsibility. This group has the potential to be an effective bridge between communities, service providers and policy makers. It has a vision where equality is integral to the employability process and discrimination in all its forms is driven out through good employment practice and processes.

Current Membership


Name of the Organisation: Youth Counselling Services Agency (YCSA)		
Contact Details	Erica Capocci enquiries@ycca.org.uk	
Brief on the Employability Project/Work	YCSA is one of the leading Youth organisation, who has expertise in working with young people from ethnic minorities and more recently with all young people. In essence the organisation seeks to provide services which will assist young people to develop the confidence, skills and leadership to go forward in life. YCSA works in partnership with both voluntary and statutory bodies in Glasgow and within the Scottish government to ensure that resources are in place to meet the vision. Although YCSA is a citywide organisation, they predominantly offer provisions in the Pollokshields, Govanhill and Woodlands areas of Glasgow.	


Name of the Organisation: Commission for Racial Equality & Rights (CRER)		
Contact Details	Jatin Haria Jatin@crer.org.uk	
Brief on the Employability Project/Work	Formerly known as Glasgow Anti Racist Alliance (GARA), CRER is focussed on helping to eliminate racial discrimination and harassment and in promoting racial justice across Scotland. Over the years CRER has had a key role in advocating, campaigning and influencing developments to promote racial equality.	





Name of the Organisation: **The Voluntary Action Fund**


Contact Details	Neil Bird Neil.Bird@vaf.org.uk
Brief on the Employability Project/Work	<p>The Voluntary Action Fund (VAF) is a long-established independent grant-making body which invests in voluntary organisations and community groups across Scotland. Through our programmes, we provide funding and support to a wide range of local and national organisations to tackle disadvantage, challenge inequality and build strong, safe communities. VAF manages a number of programmes on behalf of the Scottish Government. These are the Violence Against Women and Girls Fund, Equality Fund, Community Safety Fund and Volunteering Support Fund.</p> <p>From its inception, VAF has had a distinctive approach to grant making which involves providing more than just money. In addition to financial support, we work with funded organisations to build their capacity to achieve more. We believe this funding + support package and our constructive relationships with organisations produce greater outcomes and changes. VAF is currently supporting 7 cluster groups working towards various equality programme outcomes, themes and priority areas.</p>


Name of the Organisation: The Health and Social Care Alliance Scotland 	
Contact Details	Louise Coupland Louise.coupland@alliance-scotland.org.uk
Brief on the Employability Project/Work	<p>The ALLIANCE is the national third sector intermediary for a range of health and social care organisations. The ALLIANCE currently has over 1500 members including large, national support providers as well as small, local volunteer-led groups and people who are disabled, living with long term conditions or providing unpaid care. The project My Skills, My Strengths, My Right to Work at the ALLIANCE aims to offset the injustice of people with long term conditions being disproportionately disadvantaged in the workplace. The project is supported by a campaign which is designed to help tackle employability and work related issues that face employees/ potential employees living with a long term condition. It also offers practical advice for the employer and links to organisations that provide useful advice and support. www.myskillsmywork.org</p>


Name of the Organisation: Jobcentre Plus 	
Contact Details	Christine Soutar christine.soutar@dwp.gsi.gov.uk
Brief on the Employability Project/Work	<p>Jobcentre Plus is a brand used by the UK Department for Work and Pensions (DWP) for its working-age support service in the United Kingdom, its services offered directly by the Department for Work and Pensions. Services are provided by in-house job-advisors. Customers are able to access vacancy information through Jobpoints (touch-screen computer terminals), via a website and a telephone service known as Jobseeker Direct. Claims may be made for working-age benefits such as Jobseeker's Allowance, Incapacity Benefit, Employment and Support Allowance or Income Support.</p>


Name of the Organisation: Skills Development Scotland		
Contact Details	Shona Mitchell shona.mitchell@sds.co.uk	
Brief on the Employability Project/Work	<p>Skills Development Scotland (SDS) is the national skills body supporting the people and businesses of Scotland to develop and apply their skills.</p> <p>SDS was formed in 2008 as a non-departmental public body, bringing together careers, skills, training and funding services.</p> <p>SDS plays a key role in driving the success of Scotland's economic future, working with partners to:</p> <ul style="list-style-type: none"> •Support individuals to reach their potential •Help make skills work for employers •Improve the skills and learning system. <p>SDS is preparing Scotland's workforce to maximise opportunities in today's dynamic world.</p>	


Name of the Organisation: AMINA - Muslim Women's Resource Centre		
Contact Details	Samina Ansari Samina@Mwrc.org.uk	
Brief on the Employability Project/Work	<p>Supporting and empowering Muslim and BME women both in Glasgow and Dundee to progress along the employability pipeline. We offer 4 week employability programmes which cover, skills recognition, cv and cover letters, job searching/applications and interviews. Regularly run ESOL for employability classes and also basic IT skills classes. In addition to this we run workshops around assertiveness, confidence, goal setting. Also offer volunteer placements and mentoring.</p>	


	
Name of the Organisation: Waverley Care	
Contact Details	Sanaa Alsabag sanaa.alsabag@waverleycare.org
Brief on the Employability Project/Work	<p>Works towards adapting and responding to the changing face of HIV, incorporated Hepatitis C into our work and developed new areas of focus.</p> <p>Our key objectives are:</p> <ul style="list-style-type: none"> •To promote the welfare of people with HIV or Hepatitis C and those affected by the conditions. •To provide care and assistance. •To advance education and understanding of HIV and Hepatitis C and their prevention. <p>We do this with the aim of ensuring that people living with HIV or Hepatitis C are able to live full and fulfilling lives within their communities.</p>

	
Name of the Organisation: Jobs & Business Glasgow	
Contact Details	Cathy Noble Cathy.noble@jbg.org.uk
Brief on the Employability Project/Work	<p>We offer a range of services from community-based venues which are located throughout Glasgow and deliver a range of contracts and projects on behalf of organisations such as: Glasgow City Council; Glasgow Community Planning Partnership; Skills Development Scotland; Job Centre Plus; European Social Fund; European Regional Development Fund; Big Lottery Fund; Glasgow Housing Association and NHS Greater Glasgow and Clyde.</p>

Name of the Organisation: Maryhill & Possilpark Citizens Advice Bureau		
Contact Details	Val Tonner valtonner@mapcab.casonline.org.uk	
Brief on the Employability Project/Work	The Equalities Project is funded through the Scottish Government Equality Fund and Maryhill CAB from April 2015-2016. The Project provides increased opportunities to access quality volunteering opportunities, training and support to people identifying with protected characteristics including BME communities to provide advice/representation services to local communities. This increases their skills base and employability and makes use of their range of experiences, knowledge and language skills to assist bureaux to respond to the advice needs of people from equality groups.	

Name of the Organisation: Glasgow ESOL Forum		
Contact Details	Lucy Kidd lucy@glasgowesol.org	
Brief on the Employability Project/Work	To assist the integration, employability and personal development of asylum seekers, refugees, economic migrants and marginalised black and minority (BME) groups by developing their proficiency in English Language.	

Name of the Organisation: West of Scotland Regional Equality Council		
Contact Details	Nadeem Hanif NHanif@wsrec.co.uk	
Brief on the Employability Project/Work	WSREC is the largest of Scotland's four Regional Equality Councils. We cover twelve local authorities in the West of Scotland. We work with established minority ethnic communities, new migrants, refugees and asylum seekers across all protected characteristics. We promote good relations through community-based projects. We provide services that help people to achieve their rights and challenge discrimination. We work in Scotland's policy forums at all levels.	

Name of the Organisation: REACH Community Health Project		
Contact Details	Shabir Banday shabir@reachhealth.org.uk	
Brief on the Employability Project/Work	REACH Community Health Project has been working with BME communities in Glasgow for over 10 years to try to address health and wellbeing issues of the BME population through various projects. The current project entitled Employability & Health: BME Skills Development Training Programme is an effort to address some of the issues by helping to increase confidence, self-esteem, knowledge skills and motivation among BME communities and thereby improve their chance of getting into employment, training and education; also enhancing integration of many alienated BME communities into the Scottish Society. This project helps REACH to understand better about the issues of unemployment among BME communities and the impact on their health and wellbeing.	

Reports and Links

Youth Employment Strategy reinforces the Scottish Government's commitment to

improving youth employment and reducing current levels of youth unemployment by 40% by 2021. It also sets out how and when Scottish Government and partners, such as SDS, will contribute to the recommendations of the Commission for Developing Scotland's Young Workforce.

<https://www.skillsdevelopmentscotland.co.uk/media/1289669/Glasgow%20City%20Council,%20CPP%20Report,%20Dec%202014.pdf>

https://www.skillsdevelopmentscotland.co.uk/media/1272736/SDS_RSA_Glasgow_Region_Dig.pdf

https://www.skillsdevelopmentscotland.co.uk/media/1272726/SDS_RSA_Glasgow_and_Clyde_Valley_Dig.pdf

http://www.scottish.parliament.uk/S4_EqualOpportunitiesCommittee/CRER.pdf

Inspiration 2013 A Black and Minority Ethnic Employability & Development Day report

<http://www.reachhealth.org.uk/Inspiration%202013%20-%20Conference%20Report%20-%20June%202014.pdf>

Priority areas for BME:ESSG - 2016 & 2017 (Draft)

The following provides an overview of what the group aims to achieve.

Ref:	Activities	Actions	Relating to Outcome
01	Produce an e-directory of employability projects, initiatives and programmes that may be relevant to BME groups.	<ol style="list-style-type: none"> 1. Follow up on survey results and co-ordinate activity 2. Develop template for directory 3. Each member to review all existing and upcoming employability programmes from their organisations and networks and then add information to templates provided. 	<p>O1</p> <p>O2</p>
02	Website to host BME: ESSG employability search engine box and other relevant information.	<ol style="list-style-type: none"> 1. Develop website 2. Launch website 3. Co-ordinate 	O1,2,3
03	Disseminate directory to members, employability projects and community groups.	<ol style="list-style-type: none"> 1. Members disseminate directory across their networks 	O1
04	Collating information about specific policies relating to employability relevant to BME groups	<ol style="list-style-type: none"> 1. Contact Scottish Government and associated organisations to identify relevant policies. 2. Identify relevant policies across own organisation and orgs across your networks, to complete an impact assessment template supplied. 3. Co-ordinate activity 	O2
05	Develop links with Scottish Government Employability strategy groups.	<ol style="list-style-type: none"> 1. Identify and contact relevant Scottish Government / groups to become a member representing of BME:ESG 	O2
06	Collate and analyse information gathered in the form of reports by 3 rd Sector employability projects and present a synthesised report with recommendations.	<ol style="list-style-type: none"> 1. To identify at least one report for scrutiny and produce short report with observations and recommendations. 2. Co-ordinated by 	O3
07	Collate information available within mainstream agencies around uptake of their services by BME communities, challenges they face etc.	<ol style="list-style-type: none"> 1. To identify at least two agencies in your network 2. Complete report / template provided 	O3
08	To support and identify research opportunities to better inform employability policies and services.	<ol style="list-style-type: none"> 1. Develop research bids 2. Coordinated by 	O3
09	Organise an annual networking event hosting workshops to discuss BME Employability issues.	<ol style="list-style-type: none"> 1. Plan event 2. Deliver event 3. Co-ordinated by 	O3
10	Annual report from BME ESG can be prepared & submitted to the Scottish Government & other agencies	<ol style="list-style-type: none"> 1. Develop report 	O3
11	Host BME:ESG meetings	<ol style="list-style-type: none"> 1. Arrange roster 2. Co-ordinated by 	O1,2,3