

**Social Inclusion Partnership South East (SIPSE)**  
**Minutes of the Meeting of 18<sup>th</sup> May 2006**  
**SEEDA Offices – 10.30am – 1pm**

**Present:**

Catherine Johnstone (Chair)	CJ	RAISE
Hilary Omissi	HO	GOSE
Sonia Howe	SH	Big Lottery Fund
Claire Hamilton	CH	Regional Assembly
Julia Pitt	JP	Housing Corporation
Vicky Westhorp	VW	GOSE
Charles Freeman	CF	Culture South East
Jon Thompson	JT	LSC
John Stevens	JS	Community Development South East
Charlotte Burrows	CB	Citizens Advice
Helen Atkinson	HA	Regional Public Health Group
Keren Jones	KJ	SEEDA
Mandy Clemence	MC	Jobcentre Plus

**Apologies:**

Rob Jones (Chair) due to illness  
Marisa McClelland (RAISE)  
Simon Plummer due to ill health  
Anne Morrison – alternate (Helen Atkinson)  
Tina Thompson – alternate (Charlotte Bowes)  
Jenny King Community Legal Services  
Allan McColgan – Jobcentre Plus

**1. Welcome, introductions and apologies**

CJ explained that unfortunately due to ill health both RJ and SP were absent. It was agreed that CJ would chair the meeting and short action orientated notes would be prepared. VW offered to take notes during meeting.

Apologies received were recorded above

**2. Minutes of Last Meeting**

The minutes were agreed as an accurate record of proceedings.

**3. Matters Arising – not on the agenda**

• **Terms of reference**

It was agreed that the terms of reference for SIPSE should be circulated to whole committee and SP to prepare amended version for next meeting.

**A. Decision/Action**

SP to circulate Terms of Reference for SIPSE and prepare amended version subject to feedback for next meeting

**4.. Update from Action Groups**

4.1 BME communities and Asylum Seekers

Following the departure of Pam McHale (SEEDA) as the Chair of this group there had been some changes in leadership for the group. These to be confirmed by SP and circulated with minutes. SIPSE committee members discussed the ChangeUp, Additional Support Programme and wish to look at how the SIPSE work can be dove tailed with the ChangeUp work.

#### **B. Decision/Action**

- CJ to circulate the Additional Support Programme outline
- SP to confirm Chair and Vice Chair of action group and circulate with minutes
- Discussion on developing a wider equality and diversity network regionally to be put on agenda for next meeting

#### **4.2 Financial Exclusion**

JK had prepared a paper which had been circulated with the papers for the meeting. It was noted that JK role at the Community Legal Service was changing but her secondment to GOSE had been extended to September 2006.

#### **4.3 Community Development**

A paper had been previously circulated and JS took members through the paper highlighting the different approaches to each project area. Work was ongoing but some difficulties in cash flow due to delayed payments from funders are now at a critical stage as work was being delayed.

#### **C. Decision/Action**

- VW and KJ to follow up re funding
- JS to check if Hyde Housing are included in work in Ashford

### **5. Review of Social Inclusion Statement**

CJ briefed SIPSE members on the sub group meeting that had taken place to discuss the review process in more depth. SP had circulated a paper and draft timetable. Key points to note were;

- The statement would be produced as a 4 page summary document with key facts and figures and headline findings.
- Further evidence base documents will be produced to support the statement
- The consultation will be extensive and externally facing as it is an opportunity to make more local connections and promote the work of SIPSE
- SIPSE members to use opportunities as they arise to promote the consultation
- SIPSE members to speak at LSPs, LAAs etc where the opportunity presents
- SIPSE to hold workshop at RAISE conference on 12<sup>th</sup> October 2006
- CJ to write to Hilary Armstrong as the new Minister for social inclusion promoting the work of SIPSE and inviting her to the conference in October

To support SIPSE members with the consultation and presentations locally and regionally SP will prepare a powerpoint presentation with script. The script would form the basis for a newsletter article which all SIPSE members should use when promoting the review. SP to follow up with GOSE to get an article into the GOSE newsletter as this goes to all LSPs

It was also noted that health are currently going through a significant review and the recent white paper highlights many potential changes to strategic health authorities, Primary Care Trusts and GP practices. These need to be better understood. SP to follow up with Anne Morrison to prepare briefing note for SIPSE members

#### **D. Decision/Action**

- SP to prepare PowerPoint presentation and supporting materials for SIPSE members to use for the Review
- SP to prepare briefing note on changes to health supported by the relevant SIPSE members
- SP to prepare a newsletter article and follow up with GOSE newsletter for regular updates for LSPs

### **6. Update from SIPSE Members**

6.1 Action for communities – CJ, JS and JT all declared potential conflicts of interest with this agenda item.

JT explained that regionally the LSCs have developed a new initiative called Action for Communities which looks to bring together a framework for delivering adult and community learning. Work was to be funded through a regional European Social Fund pot and the tender process was now closed and JT to update SIPSE members on outcome at next meeting.

#### **6.2 GOSE Children and Learners Team**

HO update members on changes to the team. This team has 4 key areas of focus as DfES in the regions;

- Driving strategic change
- Managing programmes (a diminishing role with LAAs coming on stream)
- Supporting performance improvement
- Influencing national policy

New senior staff have been appointed and are working on a range of priorities including;

- Supporting and challenging LAs on Every Child Matters
- Implementing “Youth Matters” including transition of Connexions funding to LAs
- 14-19 agenda
- Safeguarding
- Early Years and Extended schools
- Links with Health
- Skills and HE issues

In order to deliver this new agenda there would also be a focus on knowledge management and communication.

CJ noted that the GOSE-led Children and Young Peoples Forum was extremely useful and their bulletin invaluable for people working in this field. HO agreed that this could be shared with SIPSE members

#### **E. Decision/Action**

- HO agreed to circulate the contact details of new staff via SP
- HO to share regular CYP bulletin with SIPSE members via SP

#### **6.3 Financial Inclusion**

CB thanked SIPSE members for their support in the recent bid to the National Financial Inclusion Fund led by Citizens Advice. This bid was successful and resulted in £1.1million into region to work on face to face debt advice for those in social housing. Thirteen Registered Social Landlords (RSL) have already signed up to deliver this and it is hope that the advice will continue beyond the funding. Further funds were also secured separately for Isle of Wight.

#### **6.4 Citizens Advice Bureau Information**

CB also circulated (in hard copy) facts and figures produced by the CAB. These were requested electronically.

#### **F. Decision/Action**

- CB to send data electronically to SP for circulation to SIPSE members with minutes

#### **7. RES and South East Plan**

CF had requested this agenda item as he was concerned about the lack of culture and diversity in the RES.

After some discussion it was agreed that SIPSE wished for a further response to the RES based upon two key elements;

1. Sustainable development and the need to link to social impacts of economic prosperity
2. Importance of the social economy

It was agreed that KJ would meet with a sub group of SIPSE to formulate the response and SP would arrange this and manage the development of the response. Invitation to be circulated to all SIPSE members but CJ, VW, JS, CF and KJ all keen to be involved. It was felt that ideally RJ should attend but timeframe short and the best would need to be made with available diary dates.

#### **G. Decision/Action**

- SP to arrange 3 hour sub group meeting before the end of June 2006 to develop SIPSE response to RES.
- SP to recirculate the original SIPSE, RAISE, SEPS and Regeneration network responses to SIPSE members

South East Plan – it was felt that the amendments to the South East Plan now made the document far more acceptable from an inclusion perspective.

**8. European Social Inclusion Network - RETIS**

VW took members through the previously circulated paper. This network was felt to have potential and it was agreed that SIPSE members wished to be engaged with it.

**H. Decision/Action**

VW and SP to follow up

- Recommendations from the paper were accepted with SIPSE agreeing to develop links with Hampshire County Council and requesting Hampshire County Council to represent SIPSE at meetings
- There should be a regular update item on the agenda and papers for the RETIS meetings should be circulated to SIPSE members

**9. Any Other Business**

CJ noted that the consultation on EU Structural funds was ending in May 2006. The likelihood is that the region will experience a 50% decrease in EU funding. GOSE, SEEDA, RAISE, LSC and Job Centre Plus have responded to the consultation with a joint letter.

**I. Decision/Action**

Joint letter to be circulated with minutes

HO asked where the SIPSE Social Inclusion Checklist had gone.

**J. Decision/Action**

SP to amend with RJ and circulate

HA updated SIPSE members about a regional Big Lottery Fund ‘Well Being Bid’ that was being prepared.

**K. Decision/Action**

To discuss at next meeting as an agenda item

CJ raised issues about the fragmented approach to the Olympics and SIPSE members agreed that they were confused about how to get involved and what was happening.

**L. Decision/Action**

SP to invite Olympics lead (?Juli Arthur from SEEDA) to attend next meeting

The meeting closed with lunch at 12.40pm.

Agenda Item	Decision/Action	Lead
Matters Arising	Circulate Terms of Reference for SIPSE and prepare amended version subject to feedback for next meeting	Simon

4.1	<ul style="list-style-type: none"> <li>• CJ to circulate the Additional Support Programme outline</li> <li>• SP to confirm Chair and Vice Chair of BME action group and circulate with minutes</li> <li>• Discussion on developing a wider equality and diversity network regionally to be put on agenda for next meeting</li> </ul>	SP/CJ
4.3	<ul style="list-style-type: none"> <li>• VW and KJ to follow up re funding</li> <li>• JS to check of Hyde Housing are included in work in Ashford</li> </ul>	VW/JJ JS
5	<ul style="list-style-type: none"> <li>• SP to prepare PowerPoint presentation and supporting materials for SIPSE members to use for the Review</li> <li>• SP to prepare briefing note on changes to health supported by the relevant SIPSE members</li> <li>• SP to prepare a newsletter article and follow up with GOSE newsletter for regular updates for LSPs</li> </ul>	SP  SP  SP
6.2	<ul style="list-style-type: none"> <li>- HO agreed to circulate the contact details of new staff via SP</li> <li>- HO to share regular CYP bulletin with SIPSE members via SP</li> </ul>	HO/SP  HO/SP
6.4	<ul style="list-style-type: none"> <li>- CB to send data electronically to SP for circulation to SIPSE members with minutes</li> </ul>	CB/SP
7.0	<ul style="list-style-type: none"> <li>- SP to arrange 3 hour sub group meeting before the end of June 2006 to develop SIPSE response to RES.</li> <li>- SP to recirculate the original SIPSE, RAISE, SEPS and Regeneration network responses to SIPSE members</li> </ul>	SP  SP
8.0	<ul style="list-style-type: none"> <li>- Recommendations from the paper were accepted with SIPSE agreeing to develop links with Hampshire County Council and requesting Hampshire</li> </ul>	VW/SP

	<p>County Council to represent SIPSE at meetings</p> <ul style="list-style-type: none"> <li>- There should be a regular update item on the agenda and papers for the RETIS meetings should be circulated to SIPSE members</li> </ul>	
9.I	Joint letter to be circulated with minutes	CJ
9.J	SP to amend social inclusion checklist with RJ and circulate	RJ/SP
9.K	To discuss Well Being Bid at next meeting as an agenda item	SP
9.L	SP to invite Olympics lead (?Juli Arthur from SEEDA) to attend next meeting	SP

**Catherine Johnstone**  
**CEO**  
**RAISE**  
**1<sup>st</sup> June 2006**