**Migration: Policy and Practice Steering Group minutes – 10th July 2019**

**@ Birmingham Settlement**

**Attendees:**

Sharon Palmer – SP (Independent Chair)

Andrew Hoole – AH (Project Senior Coordinator)

Dave Stamp – DS (ASIRT)

Emma Birks – EB (Asylum Matters)

Jeremy Thompson – JT (Restore)

Councillor John Cotton (Birmingham City Council)

Martin Holcombe – MH (Birmingham Settlement)

Michael Bates – MB (Central England Law Centre)

Niall Mann – NM (IMIX)

**Apologies Received:**

Ayesha Saran – AS (Barrow Cadbury Trust)

Chiara Viezzi – CV (Red Cross)

Lynn Evans – LE (ASIRT)

Sarah Cutler – SC (Paul Hamlyn Foundation)

1. **Welcome, introductions and apologies**

SP welcomed all members, and introduced Councillor John Cotton (BCC Cabinet Member for Social Inclusion, Community Safety and Equalities) and Niall Mann (IMIX) as guests to the meeting. Apologies received were noted.

1. **Minutes of 1st May Meeting**

Minutes for the meeting on the 1st May were checked and agreed as correct.

1. **Project Update**

AH provided a short update of his activity since starting in post. This has included meetings with key stakeholders in order to raise awareness of the project and attending existing meetings. Work continues on increasing involvement from sector areas such as health and community activities to ensure a comprehensive assessment of all sector activity is conducted.

Work continues on compiling an asset register of all stakeholders, partners and organisations involved in the sector.

A separate social media and website presence for the Project has been created ([www.migrationpolicy.org.uk](http://www.migrationpolicy.org.uk)) and AH welcomed feedback on these as well as suggestions as to how best utilise these going forward.

A discussion was held around the recent WM Funders Network event that was supported by the Project. Feedback was positive, with better understanding of local issues from funders. SP stated that it was important to keep momentum from this event and any future events. MH said that it was also critical that members had involvement in future discussions between funders to ensure they could influence any decisions.

1. **Next 3 – 6 months: Priorities and Planning**
	1. Delivery Strategy

It was thought that the issue of undocumented migrants in the region should be included in the scope of the project.

DS stated that data is crucial in understanding the shape of the sector. AH mentioned the development of the Data and Intelligence Group with BCC and the proposed Strategic Assessment process that he will part of. This could be fed by the separate Assessment being proposed by AH to highlight current issues from a voluntary sector perspective

**ACTION – AH to report back to the group around the Strategic Assessment process.**

MB highlighted a new piece of work funded through the Controlling Migration Fund that is being conducted by ASIRT, RMC and the Law Centre. It is based around the Immigration Advice Strategy and involves capacity building and consultancy across the sector. The importance in collecting accurate data to evaluate the success of the work was discussed, with the potential for the Project to drive this process.

**ACTION – Meeting to be arranged to understand needs of the group and any assistance that can be provided.**

* 1. Launch Event

Discussion took place around the timing of a launch event. It was agreed by attendees that there was a danger of overload due a number of other sector events taking place within the proposed timeframe. A ‘soft launch’ was preferred, with AH attending current meetings and events to introduce himself and the project as well as making key contacts.

It was suggested that work progress on the completion of a sector Strategic Assessment that could be launched at the conclusion of the first 12 months of the Project. This would allow a contribution to the proposed BCC document, draw on data obtained through the CMF funded initiative and highlight impacts across the whole sector.

**ACTION: AH to complete proposal for launch event and strategy towards a target of Autumn 2020.**

All attendees agreed that it was important to link any agreed strategy to current local BCC work such as the City of Sanctuary Statement

* 1. Briefing Documents

The following three themes were agreed to progress as briefing documents:

AH to produce a briefing in support of the WM Funders Network event. A proposed document highlighting issues around accommodation will be revisited as work is currently being conducted by the Destitution Steering Group and it is necessary to avoid duplication. A briefing on hate crime issues will still be produced.

**ACTION: AH to contact Alicja to progress**

1. **Partners Update**
	1. IMIX

NM introduced himself and his role to the group. IMIX provide specialist communications support to the voluntary sector. He is keen to develop good communications from the West Midlands rather than utilising London-centric stories. IMIX also have a dedicated Brexit Communications Manager who is seeking regional examples of stories that could be highlighted in the media.

* 1. Other Partner Updates

None

1. **Any other business**

None

1. **Date of next meeting**

It was agreed that the next meeting will be held on the 12th September beween 11:00 – 13:00, provisionally at Birmingham Settlement

Meeting closed