

EAST MIDLANDS

STRATEGIC MIGRATION PARTNERSHIP

First Draft

BUSINESS PLAN

2018/19

1st Draft 30th April 2018

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1. EAST MIDLANDS STRATEGIC MIGRATION PARTNERSHIP (EMSMP)

- 1.1 The Partnership was established in 2000 to co-ordinate activities regarding asylum seekers in the Region/Area. In 2007 the role expanded to include strategic coordination in respect of all forms of international migration. The focus for the 2018/19 period will be on asylum dispersal and Syrian Resettlement.
- 1.2 EMSMP is an independent advisory and consultative body on migration for the East Midlands region. The Partnership provides strategic leadership and a coordination function for asylum seeker dispersal, refugee integration and broader migration.
- 1.3 The EMSMP is hosted by and accountable to East Midlands Councils, the body which represents local government in the East Midlands. East Midlands Councils covers the counties of Derbyshire, Leicestershire, Lincolnshire, Northamptonshire and Nottinghamshire. There are four unitary authorities in the East Midlands: Derby, Leicester, Nottingham and Rutland.
- 1.4 Membership is open to all local authorities, other statutory authorities, voluntary sector organisations and private sector organisations who are involved or have an interest in these activities.
- 1.5 EMSMP is led by the Regional Migration Board. The Board, established in July 2016, reflects the increased responsibilities in relation to the oversight and co-ordination of migration policy, asylum and refugee resettlement; in particular asylum dispersal, Vulnerable Persons Relocation Scheme and Unaccompanied Asylum Seeking Children. The Board remains supported by the work of the wider partnership and task groups including No Recourse to Public Funds, Asylum Support/Housing, Vulnerable Persons Resettlement and Unaccompanied Asylum Seeking Children (UASC) and anti-human trafficking partnership. Other thematic and geographical sub-groups and workshops will be established by the EMSMP Board as required.
- 1.6 The Regional Migration Board will comprise at least 12 (councillor) members, be subject to considerations of political and geographical balance, and include.
 - 1 Representative as nominated by each local authority that participates in asylum dispersal programme (as per COMPASS contacts).
 - 1 Lead Member Children's Services.
 - 1 Lead Member Adult Social Care.
 - 1 Lead Member Health and Wellbeing Board.
- 1.7 The Regional Migration Board will be supported by the following senior officer advisor group:
 - Lead Officer for East Midlands Strategic Migration Partnership (East Midlands Councils)

- SOLACE Lead Chief Executive for VPRS and other resettlement programmes
- 1 Director Children’s Services
- 1 Director Adult Social Services
- 1 Director of Public Health
- Executive Director (East Midlands Councils)

1.8 Accordingly, the following membership is confirmed:

Conservative

Cllr Heather Smith (Chair) Leader, Northamptonshire County Council
 Cllr Patricia Bradwell Cabinet Member Children and Adults, Lincolnshire County Council
 Cllr Ivan Ould Member of Leicestershire Health and Wellbeing Board, Leicestershire County Council
 Cllr Philip Owen Nottinghamshire County Council
 Cllr Richard Jackson Leader, Broxtowe Borough Council
 Cllr Tracey Taylor Bassetlaw District Council
 Cllr Tony Aslam Borough of Wellingborough Council
 Cllr Richard Wright North Kesteven District Council
 Cllr Sheila Bibb West Lindsey District Council

Labour

Cllr David Liversidge (Vice C.) Nottingham City Council
 Cllr Sarah Russell Deputy Mayor, Leicester City Council
 Cllr Brian Murray-Carr Cabinet Member, Bolsover District Council
 Cllr Paul Gleeson Boston Borough Council

Lib-Dem

Cllr John Boyce Leader, Oadby & Wigston Borough Council

Independent

Mayor Kate Allsop Mansfield District Council

Lead Chief Executive on Refugee

Resettlement

John Robinson Chief Executive, Gedling Borough Council

Lead Directors

Linda Sellars Director, Adult Social Care, Nottingham City Council
 Colin Pettigrew Children’s Services, Nottinghamshire County Council
 Alison Challenger Director of Public Health, Nottingham City Council

1.9 EMSMP is supported by a small officer team headed by Sarah Short, EMSMP’s Lead Officer and two Policy Officers supporting resettlement Brein Fisher and UASC, Matthew Clarke. The team is supported East Midlands’ Councils Corporate Services.

1.10 The following are priority areas for the year ahead:

- Asylum dispersal and AASC/AIRE contracts
- Refugee Resettlement
- Unaccompanied Asylum Seeking Children
- English as a Second Language
- Integration Strategy
- Modern Slavery
- Health

2. THE EAST MIDLANDS

2.1 The East Midlands covers the counties of Nottinghamshire, Lincolnshire, Rutland, Northamptonshire, Derbyshire, and Leicestershire and the cities of Nottingham, Lincoln, Derby, Leicester and the county town of Northampton. With a population of just over 4.5 million the East Midlands is more than 90 per cent rural. The region contains thriving multicultural cities as well as lush rural landscapes and a varied coastline. Nearly 27% of the population live in towns and villages of less than 10,000 people, making the East Midlands one of the more rural regions in England.

2.2 The East Midlands currently provides accommodation for approximately 6.3% of the national dispersed population of asylum seekers, and supports approximately 6.9% of those unsuccessful asylum seekers currently supported on S4 support. (Figures as at 31.3.18) These figures represent a significant decrease in percentage terms 8.6% since 31.3.17

2.3 The main cluster areas to which asylum seekers are dispersed in our region are Derby, Leicester and Nottingham. New dispersal areas have been established in Broxtowe, Gedling and Oadby and Wigston.

3. OUR OVERALL AIM

“To provide a regional advisory, development and consultation function for member organisations from the statutory, voluntary, community and private sectors - for the co-ordination and provision of advice, support and services for migrants.”

4. OUR PARTNERS & PARTICIPANTS

4.1 We recognise that the Partnership cannot exist and attempt to achieve its aims in isolation, and must work with the full range of member organisations and others already actively engaged with us.

4.2 Our key partners at the moment represented on the Regional Migration Board and task groups are:

Local Authorities	Home Office	PHE	Police
EMC	DWP	NNRF	Red Cross
TUC	G4S	BEGIN	Migrant Help
Legal Aid Agency	DfE	DCLG	CCGs
Refugee Council	Baca	emfec	After 18
Tuntum	Upbeat Communities	Assist	
Chamber of Commerce			

A range of additional partners attend task groups, ad-hoc and occasional sub-groups, conferences, workshops etc.

4.3 We equally recognise that the engagement of other agencies would benefit them and us, and will work constructively during 2018/19 to encourage such participation.

5. THE FRAMEWORK FOR OUR ACTIVITY

Statutory Framework

- National Assistance Act 1948
- NHS & Community Care Act 1990
- Immigration & Asylum Act 1996
- Nationality & Asylum Act 2002
- Asylum & immigration (Treatment of Claimants etc) Act 2004 etc
- Children Act 1989
- Housing Act 1985
- Homelessness Act 2002 (Parts 6 and 7)
- Immigration Act 2014
- Modern Slavery Act 2015
- Care Act 2015
- Immigration Act 2015
- Immigration Act 2016
- Children and Social Work Act 2017
- Immigration & Asylum Act 1999
- Housing Act 1996

6. THE SIZE OF OUR BUSINESS

6.1 We believe there are in the East Midlands, currently

- 2485 asylum seekers supported under Section 95 who are receiving support and accommodation while asylum application is considered(March 2018)
- 299 people supported under Section 4 arrangements which apply to failed asylum seekers receiving support whilst appeals are considered. (March 2018)
- These figures represent an overall 8.6% decrease since March 2017
- 178 people receiving subsistence only (no accommodation) support from the Home Office. (March 2018) This represents a 27% increase in the period since March 2017.
- Numbers of unsupported cases are unknown although this information has been requested repeatedly from the Home Office.
- The population of the East Midlands receives 8% of the supported asylum population nationally equating to 6.11 asylum seekers per 10,000 of the population across the whole of the East Midlands.
- 151 people resettled under the Government's Syrian Vulnerable Persons' Resettlement Programme.
- Numbers of unsupported asylum seekers in the region are unknown.
- DWP data on National Insurance Number (NINo) allocations to adult overseas national indicates that there were 43,484 applications in the year ending March 2018. This represents an 11.6% fall. This is the first fall in numbers of applications seen since the EU referendum. Boston, Derby, Leicester, Northampton and Nottingham continue to see the highest numbers of applications.

6.2 We will continue to work to improve the quality of these statistics and other information to support strategic planning during 2018/19.

7. 2018/19 - OUR AIMS, & ANTICIPATED OUTPUTS

7.1 The activity detailed below is with reference to the Enabling Grant agreement 2018/19 which refers to:

- facilitation of local and regional consultations that support a functioning and sustainable national Government asylum dispersal policy and local area agreements (known as 'cluster areas'). This will involve inter-agency constant monitoring and review of procedures for delivering dispersal and agreeing asylum accommodation (COMPASS) procurement outcomes,
- organising mechanisms (meetings/processes) for planning asylum dispersal with the Authority and its COMPASS housing providers in a manner to offer transparency and understanding of other Government services that asylum seekers and refugees are entitled to access,
- strong inter-agency collaboration (local, national government and COMPASS providers) on planning services for asylum seekers at regional and local level to include support for asylum dispersal and accommodation procurement that:

- Achieves existing cluster agreements to the satisfaction of all parties,
 - Delivers future plans and continuity arrangements in the event that improvements to the existing dispersal policies or a widening of them are deemed necessary for an SMP area and will be recommended to local politicians and then Ministers,
 - Addresses any concentration of asylum seeker accommodation in neighbourhoods that challenge local statutory service delivery (e.g. 1:200 ratio limit), and
 - Supports achievement of the COMPASS contract benefits required of the Authority.
- changes in any procedures necessary to support the Authority's management and improvement of the asylum system. It is for Ministers to approve any recommendation to amend dispersal areas.
 - The Authority may additionally commission specific migration initiatives wider than asylum in the course of this Grant, subject to agreement of the Parties

7.2 Vulnerable Persons Resettlement and Vulnerable Children's Resettlement Scheme

The Grant agreement for the coordination of the VPRS for 2017-18 requires the partnership to act as a single point of contact for the Authority in the Region, coordinating and facilitating the arrival and resettlement of a minimum of 240 Beneficiaries within the Region during 2017/18. The number for 2017-18 has been negotiated for 270. To fulfil this responsibility the SMP is required to:

- a. Work with all local authorities in the Region to identify and coordinate offers of places for Beneficiaries;
- b. Provide information on the number and type of places available to inform the co-ordination and forward planning of future referrals to the Region by the Authority;
- c. To work with the Authority and local authorities in the Region to source and make available places required to accommodate resettled Beneficiaries with varying needs;
- d. Provide effective forward planning for the Region and agree the timing of arrivals, wherever possible ensuring arrivals are grouped together to allow planning of periodic charter arrivals into the Region;
- e. Receive batched case referrals from the Authority and match these to participating local authorities in the Region through a prompt and efficient allocation process;
- f. Lead discussions with local authorities in the Region to resolve any difficulties placing cases including brokering agreement where necessary to the transfer of a case to another authority within the Region.
- g. Provide participating local authorities in the Region with information to support their engagement with the Programme, to ensure effective placements; ensure all participating local authorities are aware of guidance on key areas such as safeguarding;

- h. Identify issues of concern that impact on successful placements and escalate them quickly to the Authority;
- i. With the agreement of local authorities in the Region, lead work to secure economies of scale in services provided to Beneficiaries arriving under the Programme;
- j. With the agreement of local authorities in the Region, lead work with key local partners including Clinical Commissioning Partnerships, Healthcare services, ESOL providers, schools and colleges, Job Centre Plus and local employers, to ensure services are prepared for arrivals and sufficient support is available to facilitate effective placements including becoming economically independent;
- k. Identify issues and challenges on resettlement shared across local authorities in the Region, and ensure information and solutions are shared to avoid duplication of effort;
- l. Support the development of strong regional working, including the convening of regional meetings of sub regional and individual local authority leads (as part of existing regional meetings wherever possible);
- m. Respond to requests to collate, provide and clarify information from local authorities in the Region to contribute to the review or evaluation of the Programme at national, regional and sub-regional levels where requested;
- n. Capture key learning, good practice, issues and new developments and share with regional and national stakeholders to support Programme development;
- o. Support the development of the community sponsorship scheme pilot as required within the Region, including matching offers of support for Beneficiaries from the public, employers, businesses and voluntary and third sector organisations with local authorities

7.3 English for Speakers of Other Languages (ESOL) coordination

The SMP is required to:

- a. Map, or renew existing mapping work, of formal and informal adult ESOL provision in the region (including, but not limited to, classes, initial ESOL assessments, charitable and voluntary provision);
- b. Map the need for ESOL provision for resettled adults in the region taking account of when arrivals are planned (together on charter flights or individually on scheduled flights), geographical distribution, likely existing level of English in the cohorts, likely employability and skills in the cohort and associated predicted need for specialist English language training for employment. As each new cohort arrives, this should be refreshed to capture lessons learned;
- c. Support local authorities in their plans to deliver ESOL access for adult resettled Syrians, developing regional plans where needed, ensuring provision is available locally at a range of attainment levels, is accessible, and in a format suitable for vulnerable learners;
- d. Draw together the contributions of those supporting English language learning for resettled people to ensure funding is used to maximise access at a regional level. This includes the third sector, voluntary and private organisations and could also involve working with neighbouring authorities to assess and plan jointly;

- e. Support authorities to increase the volume and quality of informal ESOL provision, promoting and delivering training on informal ESOL activities to both existing and new community groups;
- f. Monitor and report back to the Programme on access to both formal and informal ESOL within the region;
- g. Capture key learning and identify and share good practice of both formal and informal ESOL provision within the region and with other regions/ the Programme.

7.4 Unaccompanied Asylum Seeking Children Transfer Scheme

The UASC National Transfer Scheme was launched on 1 July 2016.

The SMP's core responsibilities for 2018/19 in respect of the UASC National Transfer Scheme will be to:

- a. Work with local authorities in the region to identify where to place the region's allocation of UASC under the UASC National Transfer Scheme, according to a regionally agreed allocation mechanism;
- b. Provide information on the number and type of planned places becoming available to best inform forward planning of future transfers;
- c. Work with the local authorities to source and make available places required to accommodate the full range of UASC (for example: nationalities, age profile, specific needs);
- d. Receive case referrals from the Central Allocation Team and match these to participating local authorities in the region through a prompt and efficient allocation process, with a target of ensuring transfer is effected within one week of being requested;
- e. Lead discussions with local authorities to resolve any difficulties placing cases, including brokering agreement where necessary to the transfer of a case to another authority within the region;
- f. Provide participating local authorities with information to support their engagement with the Scheme, to ensure effective placements are available; and to ensure all participating local authorities are aware of guidance on key areas such as safeguarding;
- g. Act as a conduit between the Home Office Central Allocation Team and local authorities to ensure there is a clear understanding of how the Scheme operates;
- h. Identify issues of concern that impact on successful placements, resolving where possible and escalating quickly to the Home Office as necessary. This may include availability of key wraparound services;
- i. Advise local authorities regarding the transportation of UASC across local authorities to ensure that best value for money is consistently achieved;
- j. With the agreement of local authorities in the region, lead work to secure economies of scale in services provided to UASC arriving under the Scheme;
- k. Identify common issues and challenges faced by local authorities in the region in relation to the UASC National Transfer Scheme and ensure information and solutions are shared to avoid duplication of effort;

- l. Support the development of strong regional working, including the convening of regional meetings of sub regional and individual local authority leads (as part of existing regional meetings wherever possible);
 - m. Collate, provide and clarify information from local authorities in the region to contribute to the review or evaluation of the UASC National Transfer Scheme at national, regional and sub-regional levels where requested; and
 - n. Capture key learning, good practice, issues and new developments and share with regional and national stakeholders to support scheme development.
- 7.5 Additionally, the EMSMP believe that the objectives agreed by Strategic Migration Partnership Managers in April 2013 remain valid in supporting the Home Office in the objectives above and the Home Office stated objectives of controlled migration, safeguarding and UK prosperity.

The key areas identified in April 2013 are highlighted below:

- i Local Authorities and statutory sector understand the rights, entitlements and responsibilities of migrants within their areas and are able to respond effectively
 - ii There is a political and strategic oversight to migration issues from local government across the UK
 - iii The United Kingdom is a hostile environment to the perpetrators of immigration crimes, and to those who seek to exploit migrants
 - iv Migration is managed across the UK through effective cross-sector partnerships and structures from local to national level
 - v Migration policy is increasingly evidence based reflecting the particular needs of local authorities and communities throughout the UK
 - vi Asylum dispersal is effectively planned, implemented and resourced with effective partnerships in place across the UK
 - vii Migrants are better integrated into local communities
- 7.6 Whilst the focus of the enabling grant agreement is on asylum and asylum dispersal East Midlands Councils aim to continue to consolidate the work of EMSMP as the lead body on all aspects of international migration across the East Midlands.
- 7.7 In order to deliver the core objectives of the enabling function outlined in the Enabling Grant Agreement (EGA), the EMSMP team will undertake a number of key work objectives. As part of the enabling grant arrangements our key objectives for

the year will work to support the key aims of the Home Office. (These are detailed in Appendix B)

8. OUR FINANCES

8.1 EMSMP will continue to be funded by the Home Office Enabling Grant and additional projects through funding obtained through external sources.

8.2 As in previous years the EMSMP will continue to seek additional funding for specific elements of work from external sources.

8.3 A financial summary is attached at Appendix C.

9. OUR STRUCTURE

See Appendix A

10. LOOKING FORWARD 2019/20 and beyond

10.1 Reviewing performance to inform future planning ensuring that the EMSMP architecture continues to reflect the current and anticipated future needs of the region.

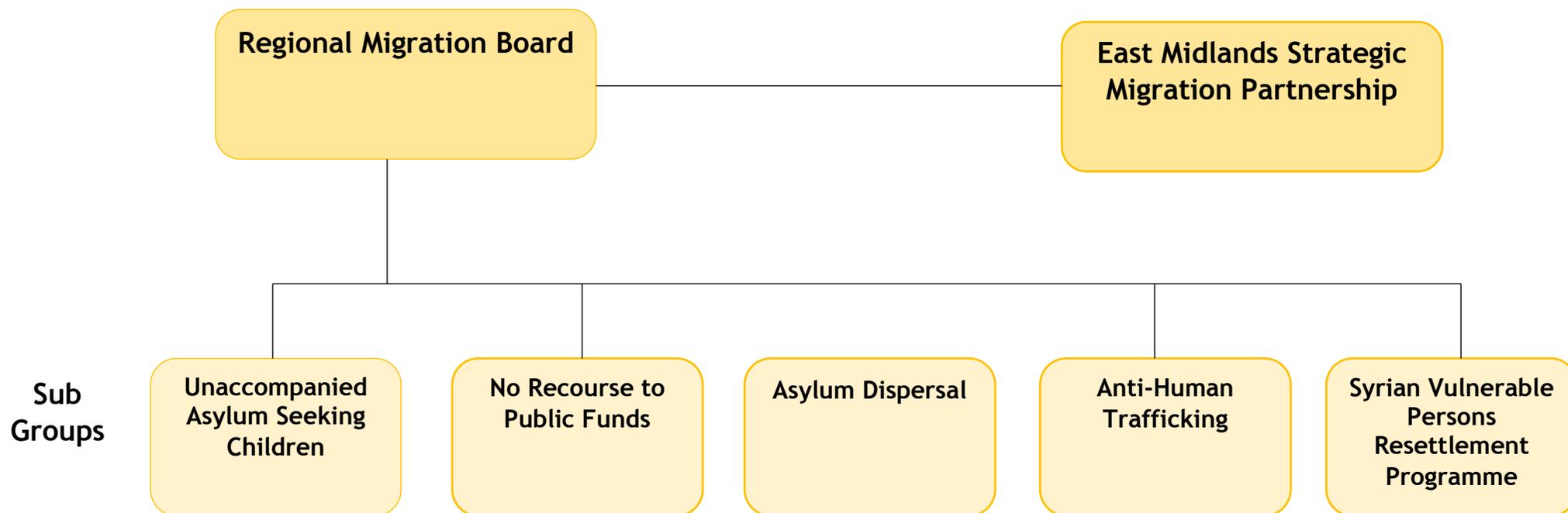
10.2 Continuing to lobby for the continuation of the Strategic Migration Partnerships beyond 2019/20 and to place EMSMP on a sustainable footing.

10.3 Development of a partnership response to emerging national trends and strategic priorities specifically the introduction of new AAST and AASC contract arrangements, the future of resettlement beyond 2020, the sustainability of the anti-human trafficking partnership and UASC National Transfer Scheme.

10.4 Developing shared objectives and priorities amongst stakeholders and promoting local and regional interests to Government

10.5 Building and maintaining the network of relationships that EMSMP will need to remain effective in light of change and future developments.

10.6 Maintaining effective working relationship with the Home Office (including UKVI), and other Government Departments (DCLG, DoH, DWP, DfE, MoJ, Department of Business, Energy and Industrial Strategy, Department for Culture, Media and Sport)



APPENDIX B

Strategic Objective 1 To provide regional strategic leadership, advisory and coordination functions for migration in order to deliver the requirements of the enabling role. (Sch 1 para 2.4 of the Enabling Grant)

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
EMSMP functioning effectively and delivering the requirements of the enabling role	Agenda to be agreed by elected members two weeks prior to EMSMP – papers to be circulated at least one week in advance.	4 X EMSMP meeting held	Partnership Lead Officer	Quarterly		
Effective performance management systems and reporting mechanisms in place	Annual report for 2017/18 to be submitted to Home Office	Final report completed & submitted by 30 June 2018	Partnership Lead Officer	1 st quarter		
	Audited accounts identifying expenditure on which Grant was spent for 2017/18 to be submitted to Home Office before submission deadline	Audited accounts completed and submitted by 30 June 2018	Partnership Lead Officer	1 st quarter		
	Half yearly report submitted to Home Office	Report completed and submitted by 31 st October 2018	Partnership Lead Officer	3 rd quarter		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
	Annual Business Plan developed as primary EMSMP operational document for 2018/19	Annual Business Plan submitted to Home Office before submission deadline.	Partnership Lead Officer	4th quarter		
To work with partners in order to achieve EMSMP current objectives	To work collaboratively with partners and Home Office to facilitate the attainment of Home Office objectives	EMSMP Objectives reflect requirements of enabling grant	Partnership Lead Officer	1st quarter		
Policy formulation supported by information and advice provided by EMSMP	Partnership Chair to attend LGA Task group meetings	2 X meetings attended	Partnership Chair & Lead Officer	On going as per meeting schedule		
	EMSMP officers attend meetings with regional counterparts	As scheduled	Partnership Lead Officer	On going as per meeting schedule		
	Relevant national bulletins, policy reports and information updates communicated to EMSMP stakeholders	Relevant information distributed via EMSMP email networks	Partnership Lead Officer	Ongoing		
Effective communication and information sharing between EMSMP stakeholders	Update information on EMC website	Relevant information displayed on EMC website	Partnership Lead Officer	Ongoing		
To explore additional funding opportunities to support specific projects	Funding opportunities are considered and where appropriate bids are made	Additional funding secured as required	EMC lead officer	Ongoing		

Strategic Objective 2

To facilitate of local and regional consultations that support a functioning and sustainable national Government asylum dispersal policy and local area agreements (known as „cluster areas“). This will involve inter-agency constant monitoring and review of procedures for delivering dispersal and agreeing asylum accommodation (COMPASS) procurement outcomes. (Sch1 Para 2.5a)

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
Effective and consistent provision of services to asylum seekers, unsuccessful asylum seekers and refugees in all major cluster sites delivered through effective multi-agency partnership working	Partnership Officers attend multi-agency and new arrivals meetings in dispersal areas and facilitate the establishment of new MAFs as new dispersal areas go live	A minimum of 2 X MAF meetings across region attended over a year	EMC Officers	Quarterly		
	Develop effective relationships with police and police and crime commissioners across the East Midlands	Police representative to attend EMSMP Board meeting	EMC Officers	Quarterly		
	Update reports produced for MAFs	Quarterly following EMSMP meetings	EMC Officers	Quarterly		
Service provision and delivery influenced by accurate information regarding the numbers and needs of asylum seekers, unsuccessful asylum seekers and refugees in the East Midlands	Collect and distribute accurate information regarding the number of asylum seekers, unsuccessful asylum seekers and new refugees in the East Midlands	Information included in quarterly Partnership Meeting Papers and published as appropriate	EMC Officer	Quarterly		
A fair process of dispersal of asylum seekers should be	Scheduled meetings take place with local	Dedicated meeting takes place with	EMC Officer	1st quarter		

maintained in the East Midlands which do not place additional burdens on local services.	authority and partner agencies to determine the viability of widening dispersal	Home Office, COMPASS provider and key personnel from LAs				
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Strategic Objective 3

To organise mechanisms (meetings/processes) for planning asylum dispersal with the Authority and its COMPASS housing providers in a manner to offer transparency and understanding of other Government services that asylum seekers and refugees are entitled to access. (Sch1 Para 2.5b)

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
Effective and consistent provision of services to asylum seekers, unsuccessful asylum seekers and refugees in all major cluster sites delivered through effective multi-agency partnership working	Partnership Officers attend multi-agency and new arrivals meetings in dispersal areas and facilitate the establishment of new MAFs as new dispersal areas go live	2 X MAF meetings attended over a year across region	EMC Officers	Quarterly		
Promote the returns process across the East Midlands	To engage with agencies supporting migrants in the returns process To work collaboratively with the Home Office on returns processes	Promotion of projects assisting return and providing information on returns to partnership members To attend quarterly Voluntary Returns Steering Group	Lead Officer/UKVI AVR Lead Officer	4 x per year 4 x per year		
Health information is gathered to support Joint Strategic Needs Assessment process and understanding health needs of migrant populations and shaping services appropriately.	Strategic engagement with health leads across PHE/local government and CGs to meet ongoing and future local, regional	Strategic health group established	Executive Director and lead DPH	2nd quarter		

	and national needs.					
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Strategic Objective 4

To facilitate strong inter-agency collaboration (local, national government and COMPASS providers) on planning services for asylum seekers at regional and local level to include support for asylum dispersal and accommodation procurement. (Sch1 Para 2.5c)

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
Effective and consistent provision of services to asylum seekers, unsuccessful asylum seekers and refugees in all major cluster sites delivered through effective multi-agency partnership working	Partnership Officers attend multi-agency and new arrivals meetings in dispersal areas and facilitate the establishment of new MAFs as new dispersal areas go live	Minimum 2 X MAF meetings attended over a year	EMC Officers	Quarterly		
Co-ordinated cross sector approach to the support of unaccompanied asylum seeking children and forthcoming programmes	LA lead officer meeting monthly and quarterly VCS combined meeting	12 x LA leads meeting 4 x VCS combined group	Lead DCS and Lead Officer	Monthly/Quarterly		
To review the role and membership of task groups	To review role of current task groups to ensure they continue to meet the needs of partner organisations and within available resource	Current task groups are reviewed and additional groups established as required.	EMC lead officer and Executive Director	1st quarter and ongoing		
Supports achievement of the COMPASS contract benefits required of the Authority.	Provide a scrutiny mechanism through the EMSMP Board and asylum support	Asylum dispersal and Asylum Support Groups act as a Stakeholder board	EMC officers, EMSMP Board and Asylum	Ongoing		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
	<p>group for the COMPASS contract</p> <p>Develop effective, universally understood and operated communication channels in respect of COMPASS delivery</p> <p>Achieves existing cluster agreements to the satisfaction of all parties.</p> <p>Addresses any concentration of asylum seeker accommodation in</p>	<p>and appropriate secretariat support provided; key partners engage with the group; positive and meaningful dialogue takes place and has an impact on service delivery.</p> <p>Communication channels are publicised and understood.</p> <p>Mechanisms for raising concerns about service delivery from partners are developed and subject to performance monitoring</p> <p>Dispersal policy is developed with the needs of UKVI, G4S, service providers and users in mind</p> <p>Reports to EMSMP Board on asylum numbers and any associated action</p>	<p>Support Group</p> <p>EMSMP and Home Office</p> <p>EMSMP and Home Office</p> <p>EMSMP and</p>	<p>1st quarter</p> <p>1st quarter</p> <p>As required</p>		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
	neighbourhoods that challenge local statutory service delivery (e.g. 1:200 ratio limit),	required.	Home Office			
Delivers future plans and continuity arrangements in the event that improvements to the existing dispersal policies or a widening of them are deemed necessary for an SMP area and will be recommended to local politicians and then Ministers.	Facilitates ongoing collaboration across the East Midlands in respect of asylum dispersal.	Meetings are arranged with local authorities in the East Midlands who are yet to engage in discussions regarding the widening of asylum dispersal	Partnership Lead Officer and UKVI	1st quarter and ongoing		

Strategic Objective 5

To advise on changes in any procedures necessary to support the Authority's management and improvement of the asylum system. It is for Ministers to approve any recommendation to amend dispersal areas (Sch1 Para 2.5d)

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
To support sub regional initiatives through multi-agency working	To support/attend events/conferences and provide reports on the same to EMSMP	Reports to EMSMP	EMC Lead Officer	As appropriate		
A cross-regional approach to No Recourse to Public Funds	To develop common approaches and protocols to No Recourse to Public Funds Support the roll out of NRPF Connect within the region		NRPF Network	Ongoing	.	

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
	To continue to lobby central government for “new burdens” funding to support cost shifts from central to local government.	Further local authorities in the East Midlands sign up to join NRPF Connect Lobbying conducted through EMSSMP Board, East Midlands Councils and LGA	Home Office/national NRPF network Lead Officer	Ongoing Ongoing		
Resources and service provision meets the needs of migrants	Gaps in resources and service provision identified by MAFs are fed into EMSMP and potential solutions developed	Identified issues fed into the relevant task groups and to the Partnership Board for incorporation into future business planning as required eg ESOL/mental health/integration	EMSMP	As appropriate		
Improved awareness of migrants and migration issues amongst local authorities and other relevant organisations involved in migrant issues	Collaboration with academic colleagues to evidence the wider economic, social and cultural impacts of migration	All partners have a better understanding of how populations are constituted and are able to respond accordingly	EMC Officer	Ongoing As required		
	Supporting local authorities to respond to consultations (e.g. on skills shortage lists) Working with local partners and Home Office to ensure local needs and flexibilities	Working with individual local authorities on areas of specific	EMC Officer	As required		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status Outcome	Engagement
	To include issues relevant to impact of migration in communities in relevant EMC activity eg regional briefing events for councillors	interest/concern Work with relevant colleagues and partners on areas of interest.	Partnership Lead Officer and Executive Director	Ongoing		
	Increase dispersal areas by engagement with LAS					

Strategic Objective 6

Local Authorities and statutory sector understand the rights, entitlements and responsibilities of migrants within their areas and are able to respond effectively

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
Cross sector approach to legal employment of migrants	To develop the work of the East Midlands Anti-trafficking partnership in respect of labour and labour providers.	4 x anti-trafficking partnership meetings	Chair and members-anti-trafficking partnership	Ongoing		
Effective response to the introduction and implementation of the Immigration Act 2016	To disseminate information on the implementation of the	Information included in quarterly briefing and weekly EMC	Lead Officer	Ongoing		

	Immigration Act across all sectors	Policy Brief				
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Strategic Objective 7

There is a political and strategic oversight to migration issues from local government across the UK; Migration policy is increasingly evidence based reflecting the particular needs of local authorities and communities throughout the UK

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
To gather regional data and monitor migration impacts and trends, raising awareness of issues, risks and opportunities with regional partners in order to inform the development and implementation of local and national migration policy	To develop a better understanding of migration at a local level.	Progress on report to be reported to EMSMP Board quarterly, EMC Executive Board quarterly and to EMC Annual meeting yearly.	Chair of EMSMP, Lead Officer, Executive Director EMC	Ongoing		
Relevant EMSMP stakeholders participate and respond accordingly to future Home Office and other central government consultation exercises	Information provided to EMSMP stakeholders, views sought and position papers produced	Responses submitted to relevant agency on time	Partnership Lead Officer	As appropriate		

Strategic Objective 8

The United Kingdom is a hostile environment to the perpetrators of immigration crimes, and to those who seek to exploit migrants

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
Maintenance of an anti-human trafficking partnership	Collaborative approach to trafficking and	Partnership supports national anti-modern	Partnership Lead Officer	1st quarter and ongoing		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
	<p>response to the Modern Slavery Act.</p> <p>Joint working to explore funding streams to support further work on modern slavery</p> <p>To develop a regional response to the UK Modern Slavery Strategy, supporting the Anti-Slavery Commissioner's five priorities</p>	<p>slavery strategy</p> <p>Joint working across statutory and voluntary sector to explore additional funding streams to support anti trafficking agenda</p> <p>Development of 5 sub-regional tactical/operational groups to support the regional partnership.</p> <p>Intelligence sharing protocols developed.</p> <p>To gain support for a regional event to bring together partner agencies to raise awareness and gain further support for partnership approach.</p> <p>Develop a further programme of training specifically</p>	<p>Partnership Lead Officer</p> <p>EMC Lead Officer and sub regional groups.</p> <p>EMC lead officer/anti trafficking partnership members EMC lead office/Chair/ sub regional groups</p> <p>EMC Lead Officer</p>	<p>Ongoing</p>		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
		aimed at those working with children and young people.				

Strategic Objective 9

Migrants are better integrated into local communities

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
A better understanding of ESOL provision in the East Midlands in order to address gaps in provision.	Continued joint work with EMFEC to map changes to ESOL funding and provision within the East Midlands	Mapping exercise complete	Policy Officer SVPRS	1st quarter		

Strategic Objective 10 To promote community safety and cohesion through a multi-agency approach.

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
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Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
Improved awareness of migrants and migration issues amongst local authorities and other relevant organisations involved in migrant issues	Collaboration with academic colleagues to evidence the wider economic, social and cultural impacts of migration	All partners have a better understanding of how populations are constituted and are able to respond accordingly	EMC Officer			
	Supporting local authorities to respond to consultations (e.g. on skills shortage lists)					
	Working with local partners and Home Office to ensure local needs and flexibilities	Working with individual local authorities on areas of specific interest/concern. Past examples have included work with Roma communities and establishing local multi agency meetings	EMC Officer			
EMSMP employees to keep at the forefront on all migrant issues	Organise training for EMSMP employees	To continuously improve service delivery to EMSMP	EMC	As appropriate		

Strategic Objective 11

Supports the implementation of the Syrian Vulnerable Persons Relocation Scheme.

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
Put staff resources in place to coordinate Syrian Refugee Programme, including any training/induction	SMP is equipped to deliver the requirements of the coordination role	Policy Officer secondment extended	East Midlands Councils	1st Quarter		
Work with all local authorities in the Region to identify pledges and coordinate firm offers of places for refugees and act as a single point of contact for the HO Central Team.	Regular meetings; attend stakeholder and member meetings as appropriate to support LA's	4 x meetings per year	Policy Officer	4 x per year		
Provide information on the number and type of places available to inform the co-ordination and forward planning of future referrals to the Region by the Central Team	Develop estimated yearly programmes and pledges. Review these regularly with LA's and Home Office, providing assurance or flagging issues	Annual pledges are submitted to HO Pledges are reviewed with LAs and HO at regular intervals and variations identified	Policy Officer	1st quarter		
To work with the Home Office and local authorities in the Region to source and make available places required to accommodate resettled refugees with varying needs	Potential gaps in regional accommodation identified with Home Office and LA's to seek alternatives to meet needs.	Potential gaps are identified and solutions and best practice shared	Policy Officer	Ongoing		
To work with LAs and other service providers in the Region (eg Clinical Commissioning Partnerships, Healthcare services, ESOL	List of regional partners for relevant issues established. Protocols are in place with service	Links made across sectors and protocols developed where appropriate	Policy Officer	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
providers, schools and colleges, Job Centre Plus and local employers) to ensure they prepare for Syrian Refugee arrivals. Facilitate work to secure economies of scale in services provided to Refugees arriving under the Programme	providers from different sectors eg health, education, employers, VCS & faith to be able to respond economically, rapidly and effectively.					
Provide effective forward planning for the Region and agree the timing of arrivals, wherever possible ensuring arrivals are grouped together to allow planning of periodic charter arrivals into the Region	Develop 5 year programme for refugee resettlement Annual plan of regional charters/scheduled flights with LA's and HO.	Develop programme of arrivals with HO and LAs to meet needs of all participants	EMSMP/LAs/ HO	Annually		
Receive batched case referrals from the HO and match these to participating local authorities in the Region through a prompt and efficient allocation process	Coordinated matching process taking into account regional, local, and refugees' needs. Effective Communications process put in place and timescales adhered to.	Allocations schedule developed with HO and communicated to LAs	Policy Officer	As per allocation schedule		
Lead discussions with local authorities in the Region to resolve any difficulties placing cases including brokering agreement where necessary to the transfer of a case to another authority within the Region.	Coordinated matching process to meet local needs.	Discussions take place as required	Policy Officer	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
Ensure that local authorities put in place arrival and induction arrangements for Syrian Refugees arriving on charters or scheduled flights	Refugees feel welcomed to the UK and accompanied to their accommodation for first induction meeting, including translators.	Support LAs to source appropriate provision in their area.	EMSMP	Ongoing		
Provide participating local authorities in the Region with information to support their engagement with the Programme, to ensure effective placements; ensure all participating local authorities are aware of guidance on key areas such as safeguarding	Correct and appropriate information shared with participating LAs' Lead Officers.	Cultural Orientation training delivered as required. Information and best practice disseminated via quarterly meetings.	EMSMP/Policy Officer	1st quarter and ongoing		
Identify issues of concern that impact on successful placements and escalate them quickly to the Central Team	Protocol in place for reporting such issues. All issues reported to contact officer at the Central Team via email/phone call.	Cases of interest reported to the Home Office on identification.	EMSMP/Policy Officer	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
With the agreement of local authorities in the Region, review provision of key local partners including Clinical Commissioning Partnerships, Healthcare services, ESOL providers, schools and colleges, Job Centre Plus and local employers, to ensure services are suitable for arrivals and sufficient support is available to facilitate effective placements including becoming economically independent	List of regional partners for relevant issues kept up to date. Protocol(s) kept up to date for processes for refugees needs inc. health and DWP.	Mapping exercises conducted as appropriate Information pack for schools developed and disseminated	EMSMP Policy Officer	Ongoing		
Identify issues and challenges on resettlement shared across local authorities in the Region, and ensure information and solutions are shared to avoid duplication of effort	Log of issues and challenges recorded with solutions if applicable which is shared with other LA's, SMP's, the Home Office and other relevant partners.	Issues identified through quarterly meetings and reported to Home Office	EMSMP	Ongoing		
Support the development of strong regional working, including the convening of regional meetings of sub regional and individual local authority leads.	Robust structure created and approved by LA's.	4 x meetings per year	EMSMP	Ongoing		
Respond to requests to collate, provide and clarify information from local authorities in the Region to contribute to the review or	Information collated via appropriate methods (e.g. form) to support the review of the programme	Information collated appropriately	Policy Officer	Ongoing and as per evaluation programme timetable		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
evaluation of the Programme at national, regional and sub-regional levels where requested	when asked.					
Capture key learning, good practice, issues and new developments and share with regional and national stakeholders to support Programme development	Lessons learnt sessions held in SVPRS regional meetings involving Lead Officers. Good practice and lessons learnt shared with other SMPs, HO, and LAs.	4 x meetings per year	Policy Officer	Ongoing		
Support the development of the community sponsorship scheme pilot as required within the Region, including matching offers of support for refugees from the public, employers, businesses and voluntary and third sector organisations with local authorities	See national roll out of community sponsorship become a success. Support regional events on community sponsorship	List of potential sponsors collated HO event supported by SMP	EMSMP EMSMP	Ongoing		
Syrian Resettlement staff time created to meet the grant commitments and objectives.	Provide appropriate staffing hours within the team to co-ordinate the programme.	Programme is supported to meet the objectives above.	South West Councils	Ongoing		

Strategic Objective 12 Implementation of the National Transfer Scheme for UASC

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
Work with local authorities in the region to identify where to place the region's allocation of UASC under the UASC National Transfer Scheme, according to a regionally agreed allocation mechanism;	Review and refine the East Midlands UASC Transfer model and rota-reporting to the regional migration board, ADCS and Home Office on opportunities and barriers to transfer.	Updates regularly provided to HO	EMSMP/LAs/A DCS	Ongoing		
Provide information on the number and type of planned places becoming available to best inform forward planning of future transfers (included in regional mechanism)	Development of database of referrals and maintains accurate records of both transfers and spontaneous arrivals liaising with Home Office. Development with the Home Office of forward plan for the region identifying potential flows	Accurate records maintained	Policy Officer	Ongoing		
Work with the local authorities to source and make available places required to accommodate the full range of UASC (for example: nationalities, age profile, specific needs);	Provision of regular management information to Regional Migration Board, East Midlands Councils and Home Office on operation of the scheme.	Management information provided to LAs and ADCS on the operation of the scheme	Policy Officer/EMSMP	4 x per year		
Receive case referrals from the Central Allocation Team and match these to participating local authorities in the region through a	Delivery of transfer requests in a qualitative and timely manner	Referrals matched to deadlines where possible	Policy officer	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
prompt and efficient allocation process, with a target of ensuring transfer is effected within one week of being requested;						
Lead discussions with local authorities to resolve any difficulties placing cases, including brokering agreement where necessary to the transfer of a case to another authority within the region;	Brokering discussions with local authorities to resolve any difficulties placing cases, including where appropriate transfer to another authority	Discussions take place with LAs/Central team as appropriate	Policy Officer	Ongoing		
Provide participating local authorities with information to support their engagement with the Scheme, to ensure effective placements are available; and to ensure all participating local authorities are aware of guidance on key areas such as safeguarding;	Provision of ongoing advice and support around policy developments and key legislative changes	Information on scheme provided at monthly meetings	Policy Officer	Ongoing		
Act as a conduit between the Home Office Central Allocation Team and local authorities to ensure there is a clear understanding of how the Scheme operates;	Provision of advice and support to LAs and to provide feedback to the Home Office Central Allocation Team on the operation of the scheme	Advice and support provided to LAs and feedback given to HO	Policy officer	Ongoing		
Identify issues of concern that impact on successful placements, resolving where possible and escalating quickly to the Home Office as necessary. This may include availability of key wraparound services;	Provision of feedback to the Home Office Central Allocation Team on the operation of the scheme including issues of concern eg lack of culturally appropriate placements or legal advice	Issues of concern regarding the operation of the scheme fed back to the Home Office	EMSM P and LAs	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
Advise local authorities regarding the transportation of UASC across local authorities to ensure that best value for money is consistently achieved;	Identification of opportunities for economies of scale in commissioning services eg foster placements/transport	Costing exercise to be completed.	Policy officer	1st quarter		
With the agreement of local authorities in the region, lead work to secure economies of scale in services provided to UASC arriving under the Scheme	Identification of opportunities for economies of scale in commissioning services eg foster placements/transport	Continue to explore opportunities for joint commissioning and economies of scale.	EMSMP/LAs/ADCS	1st quarter and ongoing		
Identify common issues and challenges faced by local authorities in the region in relation to the UASC National Transfer Scheme and ensure information and solutions are shared to avoid duplication of effort;	Sharing best practice and innovation and identify common issues and challenges faced by local authorities	Best practice shared across all refugee programmes to support scheme development	EMSMP/LAs/ADCS	Ongoing		
Support the development of strong regional working, including the convening of regional meetings of sub regional and individual local authority leads (as part of existing regional meetings wherever possible);	11 x meetings per year 4x VCS meetings	Meetings convened	EMSMP/Policy Officer	Monthly		
Collate, provide and clarify information from local authorities in the region to contribute to the review or evaluation of the UASC National Transfer Scheme at national, regional and sub-regional levels where requested	Contributes to the monitoring and evaluation of the scheme supporting ongoing scheme development.	Information provided as required	Policy officer	As required		
Capture key learning, good practice, issues and new	Sharing best practice and innovation and	Best practice shared regionally and with LAs	EMSMP	Ongoing		

Outcomes	Action	Target KPI/Indicator	Lead	Timescale	Status	Engagement
developments and share with regional and national stakeholders to support scheme development	identify common issues and challenges faced by local authorities	across the country.				

Strategic Objective 13 Regional ESOL Coordination

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
Mapping exercise conducted across the East Midlands	Research existence of FE/HE and VCS mapping exercises	Current mapping exercises collated and reviewed	emfec	30 June 2017		
	Map provision across FE/HE and Adult learning sector to include level of qualification, availability of provision, child care, waiting lists etc.	Mapping complete	emfec	30 June 2017		
	Map VCS provision -	Mapping complete	EMSMP	30 June 2017		
	Present progress to Syrian resettlement subgroup meeting	Report produced	emfec/EMSMP	30th May 2017		
	Establish the eligibility criteria and associated fees for ESOL across the East Midlands To include any local discretions		emfec	30 June 2017		
	Identify sources of		Policy	1st quarter		

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
	funding for ESOL provision and links with employment including LEPs		officer/emfec			
Produce a map to show the distribution of resettled Syrian refugees and future pledges against ESOL mapping exercise; include dispersal areas to show asylum and refugee population.	Overlay ESOL provision mapping with distribution of refugees/asylum seekers across the East Midlands to identify gaps in provision	Map showing ESOL provision against Syrian resettlement/asylum seekers is produced	EMSMP/emfec	30 June 2017		
	Review pledges and check for accuracy/ realism and place on a map.	Map showing future demand is produced.	EMSMP	30 June 2017		
	Analyse refugee profiles to determine any identifiable needs prior to arrival.	Needs identified and mapped against ESOL findings	Policy officer	Ongoing		
ESOL Delivery plans are in place for all local authorities participating in the Syrian VPRS	Local authorities to share ESOL delivery plans	Plans are shared and best practise identified.	Policy officer	30 June 2017		
	Offer 1-1 support for local authorities who require it.	Support is offered and taken up by some.	Policy Officer	Ongoing		
	Delivery plans are in place for all local authorities	Plans in place	Policy officer	Ongoing		
Gap analysis is undertaken following mapping exercise.	Identify any gaps in provision in areas participating in the SVPRS programme.	Gaps identified	Policy officer	2nd quarter		
	Meet with ESOL providers to identify	Arrange meetings of providers from across	EMSMP			

Outcomes	Actions	Target/KPI Indicator	Lead	Timescale	Status	Engagement
	<p>solutions and to maximise access to provision</p> <p>Explore opportunities to create sub-regional ESOL clearing houses.</p>	<p>FE, Adult learning, VCS and other providers</p> <p>Arrange presentation</p>	Policy officer/BEGIN	2nd quarter		
Development of regional or sub regional ESOL forums	Providing initial facilitation of informal ESOL providers to form networks to encourage future participation with support from FE and adult learning sectors	Forums established where appropriate or identified as standing agenda items on existing groups.	EMSMP	2nd quarter		
Formal report on ESOL coordination to be complete end June 2017.	Formal evaluation of programme including mapping exercise, outcomes and recommendations	Report produced	EMSMP	June 2017		
Key learning is captured and shared	<p>Best practice event to share findings and cases studies</p> <p>Information circulated through local regional refugee fora</p> <p>Write report/good practice guide.</p>	Event arranged and conference report produced and circulated including via Knowledge Hub	EMSMP	June 2017		

APPENDIX C

Detailed Financial Information

Income		Expenditure	
Detail	Amount £	Detail	Amount £
<i>Balance b/f</i>			
Enabling Function	40,000	Salaries + on costs	196,300
Asylum dispersal	66,700	Travel & subsistence	6,500
Resettlement	48,600		
UASC Coordination	48,600	Consumables, supplies , general services	18,400
ESOL coordination	23,250	Real estate	5,300
Other [detail]		Meeting costs Members expenses Publicity/events	8,400
Other [detail]		Equipment	650
Other [detail]			
		Other [detail]	
		<i>Balance c/f</i>	
TOTAL	227,150	TOTAL	227,150