



National Offender  
Management Service



This project is co-funded  
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## **ACTIVE INCLUSION**

### **2<sup>nd</sup> Steering Group Meeting**

*Ministry of Labour, Social and Family Affairs and Integration*

*Hamburger Straße 47  
22083 Hamburg*

*10 – 11 December 2013*

#### **Attendees**

Craig Georgiou (NOMS)  
Ioan Durnescu (ESC)  
Aggeliki Stabouli (ESPANODOS)  
Nijole Smitaite  
Rita Festi  
Rianon Williams  
Chris Holmes (NOMS)  
Juergen Hillmer  
Carlo Franco  
Kim Lau (NOMS)  
Nora Obenaus (BASFI)  
Ulrich Wolff (BASFI)  
Giovanna Mangano (ISFOL)  
Claudio Franzosi (ISFOL)  
Enrica Marsilii (ISFOL)  
Christian Rabergh  
John Noble (ESFNI)  
Lloyd Broad (Birmingham City Council)  
Olwen Lyner (NIACRO)  
Heather Reid (NIACRO)  
Koen Detemmerman  
Dries Van Gool

#### **Apologies**

Phil Taylor  
Anna Tengqvist

## First day - 10 December 2013

Time	Item	Lead
09.00 – 10.15	<p><b>Opening and updates</b></p> <ul style="list-style-type: none"> <li>• Contents and aims of the SG meeting</li> <li>• AI Timeline</li> <li>• New meetings structure and costs</li> <li>• Platforms meetings: roles and responsibilities</li> </ul>	<p><b>Project Manager</b> Craig Georgiou</p>
10.15 – 11.00	<p><b>State of play of research</b></p> <ul style="list-style-type: none"> <li>• The Survey on good practices: the questionnaire, aims, state of play</li> <li>• Systematic review: kind of sources used, aims, results, state of play</li> <li>• The interviews: when, to whom, aims, annex 4 of “guidelines, the inquiry method</li> </ul>	<p><b>Research Partner</b> Ioan Durnescu</p>
11.00 – 11.30	Discussion and questions	<b>SG partners</b>
11.30	Coffee	
12.00 – 13.00	<p><b>Quality analysis of the research results</b></p> <ul style="list-style-type: none"> <li>• Methodology: the “thematic analysis” method (Neuendorf, 2002)</li> <li>• Possible risks in the collection of information and in the analysis of results</li> <li>• The “General Overview”: aims, the structure, how results will be organized and analyzed, who will write it and when</li> </ul>	<p><b>Research Partner</b> Ioan Durnescu</p>
13.00	Lunch buffet	
14.00 – 15.15	<p><b>Small group discussion - The selection of practices</b></p> <p>Partners will be split in two groups for a brainstorming session on:</p> <ul style="list-style-type: none"> <li>• criteria for selecting practices</li> </ul> <p>Plenary section:</p> <ul style="list-style-type: none"> <li>• Conclusions on selection criteria</li> </ul>	<p><b>Partners</b> Chris Holmes, John Noble</p> <p><b>Research Partner</b> Ioan Durnescu</p>
15.15	Coffee	
15.45 – 16.45	<p><b>PL1 meetings – roundtable discussion</b></p> <p>Aims and products:</p> <ul style="list-style-type: none"> <li>• Aims and contents of the meetings (structure of the meetings, possible background documents,</li> </ul>	<p><b>Theme lead (tbc)</b></p>

	<p>what kind of participants,...)</p> <ul style="list-style-type: none"> <li>• products: the reporting structure</li> </ul> <p>Cooperation and agreements:</p> <ul style="list-style-type: none"> <li>• Experts' list</li> <li>• Invitations to participants</li> <li>• Evaluation of the network</li> <li>• Finance aspects</li> </ul>	<p><b>Project Manager</b> Craig Georgiou</p>
16.45-17.30	Discussion and agreement	<b>SG partners</b>
17.30	Close	<b>Project manager</b> Craig Georgiou

### Second day - 11 December 2013

Time	Item	Lead
09.00 – 10.15	<p><b>Work process</b></p> <p>Overview of the first day Work Programme 2013-2015 Partnership Agreement Finance aspects Risks</p>	<p><b>Project Manager</b> Craig Georgiou</p>
10.15 - 10.45	Discussion and agreement	<b>SG partners</b>
10.45	Coffee	
11.15 – 12.00	<p><b>Small group discussion – The dissemination strategy</b></p> <p>Partners will be split in two groups for:</p> <ul style="list-style-type: none"> <li>• sharing ideas on dissemination strategies of network outcomes and possible cooperation with other LN's (Communication strategy)</li> </ul> <p>Plenary section:</p> <ul style="list-style-type: none"> <li>• planning out the dissemination strategy of the network</li> </ul>	<p>Rhianon Williams</p> <p>Tbc</p> <p><b>Project manager</b></p>

		Craig Georgiou
12.00 – 12.30	<b>AOB</b>	<b>SG Partners</b>
12.30	<b>Next steps</b> 2 <sup>nd</sup> Steering Group Meeting close	<b>Project manager</b> Craig Georgiou



## European Union

European Social Fund ESF



# Hamburg

### Keeping Hamburg in work

#### Venue provided by the European Social Fund ESF, Hamburg (BASFI)

The Ministry of Labour, Social and Family Affairs and Integration (german abbreviation: BASFI) is one out of ten ministries of the Free and Hanseatic City of Hamburg.

The Ministry has existed since May 2011 and was constituted within the new government, reigned of the president of the Senate of the Free and Hanseatic City of Hamburg, First Mayor Olaf Scholz.

Senator of Labour, Social and Family Affairs and Integration is Detlef Scheele.

In addition to the responsibilities for labour, social and family affairs and integration, the BASFI is also the Managing Authority for the European Social Funds of the Free and Hanseatic City of Hamburg. The Ministry is located in the district Barmbek-Süd (Hamburger Straße 47).