**South East Social Enterprise Network (SESEN)**

**(Working Group to SELEP)**

**4th December 2019**

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| Welcome & Apologies | Apologies were received from John Niland, Joel John, Sam Scharf, Chris Burr, Andrew Brady, Petrina Mayson, Paul Dodson, Steve Sherry, Mark Kass, Suzanne Lowe.  The Chair, Penny Shimmin, welcomed everyone to the meeting. |
| Review of notes from the last meeting | The notes were reviewed by those present and agreed as a true reflection of the discussion that took place at the last meeting. |
| Review of Terms of Reference | The group reviewed the updated Terms of Reference and approved them.  It was also noted that an updated version of the Terms of Reference will be taken to the group for consideration at the next meeting which will incorporate further content related to the Social Enterprise Prospectus and the Local Industrial Strategy. |
| Social Enterprise Prospectus – Implementation Matrix | Alex Riley presented the most recent iteration of the Implementation Matrix to the group.  The following comments were noted:   * Reduce the priorities to five headings – removing the Networking and Co-ordinating activities priorities as these are cross-cutting. * We will delegate facilitation and coordination authority against each priority to an individual of the working group.   The following group members volunteered to be facilitators:  Dave Hinton, Emily Vermont, Paul Rideout, Eric Hodges, Elaine McCorriston, Caroline Reynolds.  The role of the facilitators will be to:   * Facilitate discussions on the priorities. * Coordinate and input feedback against the allocated priority in the shared document. * Review existing research and content.   **ACTION: A call will be scheduled for early January for facilitator volunteers to agree on a shared approach – Alex Riley** |
| Social Enterprise Prospectus – Launch Events | The group agreed that the aim of launch events was to get the word out about the prospectus and do it within each federated area as opposed to holding a single event.  It was suggested that the prospectus could be launched at planned events in Q1 2020.  The target audience was social enterprises, small social entrepreneurs, the wider private sector and potentially central government.  **ACTION: A set of standardised launch material, including a presentation, will be developed – Alex Riley**  Individuals were identified as key contacts in each country to coordinate the launch events:  East Sussex – Paul, Mark, Dave  Essex – Caroline  Kent – Kirsty, Roy  **ACTION: A call will be scheduled at the earliest opportunity with these key contacts to plan further activity related to launch events and coordinate a forward plan of engagement on the prospectus for Q1 2020 – Alex Riley** |
| Social Enterprise Prospectus – SELEP Board Approval | Alex Riley presented the approach to seeking endorsement for the prospectus by SELEP Strategic Board.  The group suggested some minor edits to the presentation but were content with the overall approach.  NOTE: The Strategic Board unanimously endorsed the Social Enterprise prospectus following this meeting. |
| Project Pipeline | Chair and Alex Riley noted that SELEP was seeking a more proactive output-led approach from working groups so we can be on the front foot when future funding opportunities present themselves.  The idea of a Project Pipeline was suggested, with the group approving this approach and linking it to the Implementation Matrix.  Some minor amendments were requested:   * Add a ‘Who’ column; * Rank projects by readiness. * Move the ‘Outcome’ column to the left of the table.   **ACTION: Alex Riley will make these amendments.** |
| Collaboration between SELEP Working Groups | The group were notified that SELEP is seeking a more formal approach to collaboration and cross-working between working groups.  It was noted that the intention is to provide a quarterly headline note which will include the key high-level information from each working group.  A sub-group made up of members of all working groups will also be established to coordinate work on shared priorities and collaboration.  The group agreed this approach.  It was also noted that the working group web pages will be updated in early 2020. |
| Local Industrial Strategy | Alex Riley presented the latest iteration of the Local Industrial Strategy work to the group.  The group requested the more reference is made to social enterprises as businesses with a social aim and the idea of social investment embedded within the document.  Other suggestions to include in the narrative were:   * Social entrepreneurs * Coordinated business support for social enterprises * Social businesses * Social innovation * SELEP as the ‘capital of social enterprises’.   **ACTION: Penny Shimmin will work with SELEP Strategy Managers, reflecting on comments made at the meeting, to ensure that the social enterprise sector is reflected in an appropriate way in the LIS.** |
| AOB | Emily Vermont informed the group that she coordinates a well-read newsletter and encouraged group members to make contact if they would like more information on this.  Alex Riley will send out a list of dates for 2020 Social Enterprise Working Group meetings. |