

Sederunt: Kerry Musselbrook (South East Forum), Ged Lerpiniere (LEAPS), Kathleen Hood (Edinburgh University), Alan McLachlan (Queen Margaret University), Jayne Gracie (Borders College), Kate Davidson (University of Stirling).		Apologies & absences: Barbara Lawson (Chair), Sian Fiddimore (Access To Industry), Donald Lumsden (Skills Development Scotland), Ian Sutherland (Heriot Watt), Gayle Henderson (Routes 2 Success), Lindsay Hewitt (Open University), Antonia Palmer (Edinburgh College of Art), Audrey Brown (Stevenson College), Ernie Romer (Forth Valley College), George Hotchkiss (West Lothian College), Karen Murray (Oatridge College), Ian Cockbain (Stirling University)			Minutes Taken By: Eilidh Chalmers (SEF)
No.	Agenda Item	Action	By Whom	When	Status
1.	Welcome, Introductions and Apologies	The Forum Director advised that Barbara Lawson (Chair) was unable to attend the meeting and it was agreed that the Forum Director would Chair the meeting. The group was welcomed to the meeting and everyone introduced themselves.			For information
2.	Draft Minutes of previous meeting (P1)	The minutes of the previous meeting were approved.			For information
3.	Matters Arising	KM confirmed that outcome information from LEAPS and Routes 2 Success would be available on the 11th December 2009. KM up-dated the group that she had met with the manager of SDS in the Stirling area, Val Ormiston, who has agreed to speak at a seminar or proposed event in January. KM advised that she had met with Phil Denning from HMle around his future input to young people or adult SAG meetings and he has agreed to become a member	GL & GH SEF Director SEF Director	December As appropriate Next meeting	For Information Ongoing For Information

	<p>of this group, which was welcomed by other members.</p> <p>KM up-dated the group that the new SEF website would be being launched very soon.</p> <p>KM advised that the SEF Programme reporting impact tool had been revised and simplified in consultation with young people and adults programme staff.</p> <p>GL highlighted that the SFC appear to only request a limited amount of information and KM advised that this was only the minimum and we should continue to collect all the outcome data we currently do.</p> <p>KM advised that the Routes 2 Success website was due to be launched very soon and suggested that it may be helpful for GH to launch the website to the group, highlighting key tools and information on there.</p> <p>KM informed the group that as a result of Barbara Lawson becoming Vice- Chair of the South East Forum, invitations for nominations for the chair of the Young People and Communities SAG had been sent to Forum Council members. The deadline for nominations being the 30th September.</p> <p>KM advised that as Jennie Paul had left</p>				<p>Ongoing</p> <p>For Information</p> <p>For Information</p> <p>For Information</p> <p>For Information</p> <p>For Information</p>
		GH	Next meeting		
		KM	30 th September 09		For Information
		KM	28 September 09		

		Edinburgh Napier, we would be looking to approach Lydia Kerr from Edinburgh Napier University to join the group.			
	4. Wider Access Regional Forums' Schools Programme – the basis for Outcome Agreements' (SFC Draft doc) (P2)	<p>KM introduced this paper from the Scottish Funding Council on the future of the Wider Access Forums school's work to the group. KM advised that this was going to the Scottish funding Council's Access and Inclusion meeting on the 24th September 2009.</p> <p>KM informed the group of the key areas:</p> <ul style="list-style-type: none"> • The Focus on HE (Including HE at college) • Focusing on the lowest quintile • The impact of this focus on the current model of Routes 2 Success • The focus on having a sustained approach which includes young peoples' families. • Working jointly with Local Authorities and schools around CPD. • Highlighted annex A of the paper as being crucial in outlining timescales with December 2009 – August 2010 as the set up phase. <p>GL welcomed the paper in providing clear guidance and the targeting of the lowest quintile will help achieve the sustained approach. However, GL did highlight the</p>	KM		For Information

		<p>implications of the new work in the Scottish Borders on the LEAPS work load.</p> <p>KM also welcomed the paper, felt it was positive particularly as a large amount of work is already delivered by the programmes. However, the proposed changes will affect Routes 2 success significantly.</p> <p>It was also highlighted that the total SEF budget will not increase to deliver this new work.</p> <p>AM highlighted the spread of the budget across the forum areas and it was suggested that SEF may have to look at their budget internally to manage these changes.</p> <p>KD updated the group on the work in the Forth Valley area. A Worker was due to be recruited in the next few weeks and a meeting with Stirling staff and SEF staff should be arranged to take this work forward.</p> <p>KM advised that the next steps would be to consult widely including with representatives of Leaps and Routes 2 Success.</p>			<p>For Information</p> <p>For Information</p> <p>Ongoing</p> <p>Ongoing</p>
5.	Note of meeting with SFC on SEF's schools	KM informed the group of the timescale for changes, December 09-August 2010 as the set up phase.			

	<p>strategy (P3) - TO DISCUSs</p>	<p>GL proposed one way that the new programme could be delivered with 4 Project Officers covering a different geographical patch.</p> <p>AM raised the following queries with regard to the proposed changes and it was agreed they should be considered:</p> <ol style="list-style-type: none"> 1. We need to be mindful of the current climate and increase in college applicants and the timings for applying to college. 2. At the moment we have no idea how many students we are looking at which makes it difficult to plan at this stage. 3. AM highlighted that it can be difficult for students to differentiate between HE at college and HE at University. Need to be aware of causing confusion amongst students. He also advised that much of the work of LEAPs includes all routes to HE. 4. It would be a good idea to pilot this work. 5. CPD for teachers would need to be included. 6. KH also queried how Schools 			<p>For Information</p>
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		would target the 'right' HN pupils. KM agreed that all of these questions would be raised with partners.	KM	As appropriate	ongoing
6.	Future meeting dates and seminars/events 09/10 (P4) - TO DISCUSS	<p>KM informed the group of the next set of key dates for the South East Forum highlighting the tight timescale for planning and becoming operational.</p> <p>AM questioned if similar changes were anticipated for adults and communities work and KM advised there was, with a draft paper to be released by December for consultation from Forum Managers.</p> <p>AM suggested that CPD for school staff may be an area to consider for a seminar and KM advised of the planning of an event to be delivered with support of Local Authorities around CPD and sharing good practice etc.</p> <p>JG informed the group of the Professional Advisors being appointed by the Scottish Government to support Colleges in implementing the Curriculum for Excellence. JG would forward the names.</p>	JG	As information is available	<p>For Information</p> <p>For Information</p> <p>Ongoing</p> <p>For Information</p>
11.	Date of Next Meeting	The date is 26 th November with the meeting being followed by a seminar being held at Queen Margaret University.	Communications and Administration Officer		For Information
AOB	There was no other business				

Draft Minutes **SEF** Young People & Communities SAG

24th September 2009

10.00-12.00pm

Edinburgh Napier University