

**COMMUNITY JOBS SCOTLAND ADVISORY GROUP**  
**Thursday 11 June 2015 - 11.00 to 13.00**  
**SCVO, Brunswick House, 51 Wilson Street, Glasgow, G1 1UZ**

**AGENDA**

10.45	<b>Registration - Tea/Coffee</b>	
11.00	<ul style="list-style-type: none"> <li>• <b>Welcome and Introductions:</b></li> <li>• <b>Apologies:</b> <ul style="list-style-type: none"> <li>– Carolyn Younie, SG Looked After Children</li> <li>– Linda Kirk, SG Rehabilitation &amp; Reintegration Unit</li> </ul> </li> </ul>	Chair
11.10	<p>Action Points from previous meeting:</p> <p>Actions:</p> <ol style="list-style-type: none"> <li>1. Ongoing - SLAED &amp; SCVO to feedback progress to date</li> <li>2. SCVO to feedback at meeting</li> <li>3. Complete</li> <li>4. details on the Centre for Excellence for Looked after Children (CELCIS) provided for possible link up for case studies and regular events (cross reference Action 9)</li> <li>5. SCVO to feedback at meeting</li> <li>6. Complete</li> <li>7. Complete</li> <li>8. Complete</li> <li>9. Complete</li> <li>10. Response from SDS only – Group to consider during meeting</li> <li>11. Complete</li> <li>12. Partially complete – updated details to be forwarded</li> <li>13. SCVO to feedback at meeting</li> <li>14. SCVO to feedback at meeting</li> <li>15. SCVO/SDS to carry action forward</li> </ol> <p>(Action details are provided on attached Annex A)</p>	Chair
11.30	<p><b>SCVO Actions and CJS updates:-</b></p> <ul style="list-style-type: none"> <li>• <b>Actions:</b> <ul style="list-style-type: none"> <li>– detailed clarification of Pilot issues</li> <li>– impacts of CWP changes</li> <li>– specialist care leaver officer for Phase 5</li> <li>– SDS care leaver advisors</li> <li>– Discussions with Shaw Trust and Remploy on Phase 5 engagement</li> </ul> </li> <li>• <b>Updates:</b> <ul style="list-style-type: none"> <li>– National Youth Justice Conference</li> <li>– 25-29 year old Offender Pilot</li> <li>– Roll out of CJS Phase 5</li> <li>– Update on Salesforce</li> </ul> </li> </ul>	Donna MacKinnon, Margaret Wallace, Michael Hollinger.

	<ul style="list-style-type: none"> <li>– Celebrating the 6,000 CJS employee</li> <li>– Young Carers pilot</li> </ul>	
12.10	<b>SG update on ERI's</b>	Chair
12.20	<b>Member updates:</b> <ul style="list-style-type: none"> <li>• SDS</li> <li>• DWP</li> <li>• SLAED</li> <li>• Feedback from Group on proposal to expand updates to include wider Group members.</li> </ul>	April Robertson, SDS Elaine Livingstone, DWP, Shaun Lundy, SLAED ALL
12.45	<b>AOB</b>	ALL
12.50	<b>Summary of Actions agreed &amp; proposed dates for next round of meetings:</b> <ul style="list-style-type: none"> <li>• 10 September 2015 - AQ</li> <li>• 10 December 2015 – SCVO Offices</li> <li>• 10 March 2016 - AQ</li> </ul>	Chair/ALL
13.00	<b>Close and Lunch</b>	

*\* Please note timings of topics are indicative and subject to change during the meeting*

**Actions from 29<sup>th</sup> April Meeting:**

1. **SCVO/SLAED:** to meet and finalise the protocol agreement which should be completed for the next meeting on 11 June 2015.
2. **SCVO:** to provide more detailed clarification of the care leaver pilot issues.
3. **Louise Piaskowski/Robert Logan:** Louise to provide details of the Scottish Throughcare and Aftercare Forum and any upcoming seminars. Details to be sent to Robert Logan who will circulate to Group.
4. **All:** Group members to consider and share details of any coming events that could be of benefit to the development or raising awareness of the CJS Phase 5 programme.
5. **SCVO:** to feedback on discussion with Remploy and Shaw Trust to ensure the 18 month part time contracts can be delivered in Phase 5.
6. **Robert Logan:** to circulate the young offender eligibility criteria to the Group.
7. **Alison Melville:** to provide Robert Logan and Michael Hollinger with the contact details for the National Youth Justice Conference.
8. **Donna Mackinnon:** to circulate to the group a summary of the relevant dates and details for the roll out of Phase 5. Group to share summary with stakeholders to raise profile and awareness of Phase 5. Robert Logan to publish summary via the Employability in Scotland website.
9. **Louise Piaskowski:** to share details of the quarterly bulletin for the Looked After Children Centre for Excellence.
10. **Group/Robert Logan:** to consider and feedback comments to Robert Logan on whether future meetings should be expanded to include all member updates rather than the current core member updates?
11. **Robert Logan:** to provide SCVO with list of local authorities who have bid in for places on the extended YESF programme to end of May and the weblink for the Employability in Scotland YESF page.
12. **Karen Corrigan/Robert Logan:** to share details of changes to the eligibility criteria for Community Work Placements (CWP). Details to be provided to Robert Logan to circulate.
13. **SCVO:** to provide an update at the next meeting (11 June) on any impacts from the CWP changes.
14. **SCVO:** to provide details of using a specialist Care Leaver officer (as per the Young Offender Pilot) to focus on ensuring those places are delivered for Phase 5.
15. **SDS/SCVO:** to share details of the SDS care Leaver advisors with the Group.
16. **Pauline McNally:** has shared the vulnerable criteria list with SG Equalities to ensure CJS has included everyone relevant in relation to employability. Pauline will circulate to the Group for comments when Equalities have responded.
17. **Shaun Lundy:** will offer SLAED colleagues a verbal overview of the Phase 5 programme at the SLAED meeting on 30 April.