

HEF Ref Group Meeting Wednesday 14th August 2019
Meeting room one: Strathbrock Partnership Centre

| Item | Agenda | Objective of item | Lead Person |
|------|---|-------------------|-------------|
| 1.0 | Present | | |
| 2.0 | Apologies | | |
| 3.0 | Minutes from previous meeting | Approval | All |
| 4.0 | Matters arising | | |
| | Agenda Items | | |
| 5.0 | HEF+ Scottish Version 5.1 HEF+ Scottish version update on set up and implementation 5.2 User manual and PowerPoint presentation | Update/Discussion | All |
| 6.0 | ISD Data Analysis and Interpretation | Update | DP |
| 7.0 | HEF updates 7.1 Borders 7.2 Fife 7.3 FV 7.4 Lothian | Updates | All |
| 8.0 | Role of the HEF reference group moving forward and representation round the table. | Discussion | All |
| 8.0 | AOCB | | |
| 10.0 | Dates of future meetings: <ul style="list-style-type: none"> • Weds 18th September • Weds 6th November • Weds 18th December <p>All meetings are 12 – 2pm @ Strathbrock PC meeting room one.</p> | | All |