

Transition Year	Development Group Meeting 8 04 December 2023 Short Description
Agenda Item	Notes
Welcome, Governance, Minutes & Matters Arising	The Chair welcomed the group. No governance or conflicts of interest declared. Minutes from meeting #7 were proposed and adopted. A summary of these minutes to be published on NCCA website.
Short overview of edits from DG Interim Feedback Suggested edits and enhancements	The Executive presented an overview of interim feedback on the draft TY Programme Statement (PS). The group engaged in a carousel exercise addressing key areas for consideration followed by a discussion of each section of the draft. Feedback was summarised through a plenary. Feedback included: slight modification to main graphic, inclusion of references to maturity and other textual changes.
Presentation of draft recommendations for successful enactment	The Executive presented draft recommendations for successful enactment, including: Launch, CPD, TY Coordinator Post, Time and Funding. These issues were discussed and revised by the group.
Next Steps and AOB	The Executive presented an overview of the entire timeline including steps towards a final revised TYPS. The Chair reflected on the work done by the members of the group and expressed thanks for their commitment and engagement in the process. The final draft, with edits and feedback from the meeting added, is to be issued to the group together with the Minutes from the meeting.