

LIFELONG LEARNING COMMITTEE

Minute of meeting of the Lifelong Learning Committee held in the Gannochy Suite, First Floor, Dewar's Centre, Glover Street, Perth on Wednesday 28 January 2015 at 2.00pm.

Present: Councillors B Band, G Walker, H Anderson (substituting for Councillor K Howie), G Laing, E Maclachlan, A Munro, D Pover, M Roberts (substituting for Councillor C Shiers), L Simpson, A Stewart, B Vaughan and W Wilson; Mrs H Bridge, Mrs P Giles, Mrs A McAuley and Mrs M McFarlane.

In attendance: J Fyffe, Executive Director (Education and Children's Services); B Atkinson, Depute Director (Education and Children's Services); J Chiles, J Davison, J Devine, S Devlin, F Graham, J Kinnear, K McWilliam and A May (all Education and Children's Services); A O'Brien, M Hassall, C Flynn and L Brown (all Chief Executive Service)

Apologies for absence: Councillors C Gillies, K Howie and C Shiers; P Duncan and I Jackson.

Councillor B Band, Convener, Presiding.

The Convener led discussion on Arts. 67-71 and 73 and the Vice Convener led discussion on Arts. 72 and 74.

67. WELCOME AND APOLOGIES

The Convener welcomed all those present to the meeting. Apologies and substitutes were noted as above.

68. DECLARATIONS OF INTEREST

There were no Declarations of Interest made in terms of the Councillor's Code of Conduct.

69. MINUTES

(i) Lifelong Learning Committee

The minute of meeting of the Lifelong Learning Committee of 29 October 2014 (Arts. 711-723) was submitted, approved as a correct record and authorised for signature.

(ii) Attendance Sub-Committee

The minute of meeting of the Attendance Sub-Committee of the Lifelong Learning Committee of 7 November 2013 was submitted and noted. (**Appendix I**)

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(iii) School Estate Sub-Committee

The minute of meeting of the School Estate Sub-Committee of the Lifelong Learning Committee of 28 August 2014 was submitted and noted. *(Appendix II)*

(iv) Executive Sub-Committee

The minute of meeting of the Executive Sub-Committee of the Lifelong Learning Committee of 17 September 2014 was submitted and noted. *(Appendix III)*

(v) Joint Negotiating Committee for Teaching Staff

The minute of meeting of the Joint Negotiating Committee for Teaching Staff of 23 September 2014 was submitted and noted. *(Appendix IV)*

70. PERTH AND KINROSS COMMUNITY PLANNING PARTNERSHIP

(i) Minute of meeting of Children and Young People's Strategic Group of 3 October 2014

The minute of meeting of the Children and Young People's Strategic Group of 3 October 2014 was submitted and noted.

(ii) Update On the Children And Young People's Strategic Group

There was submitted and noted a briefing note by the Depute Director (Education and Children's Services) (15/54) providing an overview of the discussion and actions arising from the latest meeting of the Perth and Kinross Community Planning Children and Young People's Strategic Group.

(iii) Minute of meeting of the Economy and Lifelong Learning Group of 30 May 2014

The minute of meeting of the Economy and Lifelong Learning Group of 30 May 2014 was submitted and noted.

(iv) Update on the Economy and Lifelong Learning Group

There was submitted and noted a joint briefing note by the Executive Director (Environment) and the Executive Director (Education and Children's Services) (15/39) providing an overview of the discussion and actions arising from the latest meeting of the Community Planning Economy and Lifelong Learning Group.

71. STANDARDS AND QUALITY REPORT 2013/14

There was submitted a report by the Executive Director (Education and Children's Services) (15/40): (1) reflecting on the activities of the Service over the past year, (2) presenting an overview of the key strengths of the Service, and (3) detailing areas for development and/or improvement.

Resolved:

- (i) The Education and Children's Services Standards and Quality Report, as detailed in Appendix 1 to Report 15/40, be approved.
- (ii) The Executive Director (Education and Children's Services) be requested to include information on Active Travel in future Standards and Quality reports.
- (iii) It be noted the report will be made available on the Council website to staff, parents, carers, Parent Councils, external agencies and the wider community in Perth and Kinross.

72. REVIEW OF THE EFFECTIVENESS OF THE REVISED ATTENDANCE RECORDING, MANAGEMENT GUIDANCE AND OPERATIONAL PROCEDURES

There was submitted a report by the Executive Director (Education and Children's Services) (15/41) detailing a review of the effectiveness of the revised Attendance Recording, Management Guidance and Operational Procedures within schools following evidence gathered from a range of sources including Perth and Kinross Council Internal Audit Committee.

Resolved:

- (i) The review and subsequent update of the Attendance Recording, Management Guidance and Operational Procedures, as detailed in Report 15/41, be noted.
- (ii) The proposals for further improvement in levels of attendance across all schools, as detailed in Section 3 of Report 15/41, be approved.
- (iii) The Executive Director (Education and Children's Services) be requested to submit a report to the Lifelong Learning Committee by August 2015 recommending the most appropriate future role for the Attendance Sub-Committee, to include information on best practice in other education authorities, any clarification of procedures within the existing guidelines deemed to be necessary and the scrutiny arrangements to ensure compliance with the guidelines.

73. REVIEW OF MUSEUMS AND GALLERIES COLLECTIONS MANAGEMENT FRAMEWORK

There was submitted a report by the Executive Director (Education and Children's Services) (15/42): (1) seeking the approval of the adoption of a revised Collections Management Framework for the Museums and Galleries Service, in particular, the approval of the reviewed Collections Development Policy (previously known as the Acquisitions and Disposal Policy) which sits within the Framework and supports all acquisitions to and disposals from Council Collections, and (2) providing an update on Museums and Galleries Service acquisition activity during the period 2013 to 2014.

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Resolved:

- (i) The adoption of the Collections Management Framework, and in particular the Collections Development Policy 2015-20 detailed in Appendix 1 to Report 15/42, be approved.
- (ii) The report on Museums and Galleries Service Collecting Activity 2013-14, as detailed in Appendix 2 to Report 15/42, be noted.
- (iii) The future annual reporting of acquisitions to Education and Children's Services Senior Management Team, be approved.

74. STRATEGY ON ENTERPRISE AND EMPLOYABILITY IN SECONDARY SCHOOLS

There was submitted a report by the Executive Director (Education and Children's Services) (15/43): (1) providing an overview of the authority's expectations with regard to learning for enterprise and employability in secondary schools, and (2) identifying necessary actions to ensure all young people in Perth and Kinross have appropriate experiences to support their transition into the workplace.

Resolved:

- (i) The strategy paper attached as Appendix 1 to Report 15/43 and the planned enterprise and employability initiatives, be approved.
- (ii) The Executive Director (Education and Children's Services) be instructed to submit a progress report to the Committee by January 2016.

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