



## Notice of a public meeting of

### **CEIAG (Careers Education, Information, Advice and Guidance) Scrutiny Review Task Group**

**To:** Councillors Fitzpatrick, Reid, Scott (Chair) and Brooks  
**Date:** Tuesday, 3 September 2013  
**Time:** 5.30 pm  
**Venue:** The Thornton Room - Ground Floor, West Offices (G039)

## **AGENDA**

### **1. Declarations of Interest**

At this point in the meeting, Members are asked to declare:

- any personal interests not included on the Register of Interests
- Any prejudicial interests or
- Any disclosable pecuniary interests

which they may have in respect of business on this agenda.

### **2. Minutes** (Pages 3 - 6)

To approve and sign the minutes of the meeting held on Monday 18 March 2013.

### **3. Public Participation**

At this point in the meeting, members of the public who have registered their wish to speak on an item on the agenda or an issue within the committee's remit can do so.

Anyone who wishes to register or who requires further information is requested to contact the Democracy Officers for this meeting, details of whom are listed at the foot of this agenda.

The deadline for registering to speak is 5:00pm the working day before the meeting, in this case **5:00pm on Monday 2 September 2013.**

**4. Careers Education, Information, Advice and Guidance (CEIAG) Review- Draft Final Report**

Members will consider the Draft Final Report of the Careers Education, Information, Advice and Guidance (CEIAG) Scrutiny Review Task Group. They will be asked to agree any further revisions required and identify and agree the draft recommendations arising from the review so they can be included in the draft final report before its presentation to the Learning and Culture Overview and Scrutiny Committee.

**5. Urgent Business**

Any other urgent business which the Chair considers urgent.

Democracy Officers

Catherine Clarke and Louise Cook (job-share)

Contact details

- Telephone – (01904) 551031
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For more information about any of the following please contact the Democracy Officers responsible for servicing this meeting Catherine Clarke/Louise Cook

- Registering to speak
- Written Representations
- Business of the meeting
- Any special arrangements
- Copies of reports

