

SKILLS COMMITTEE AGENDA PLAN

Updated on 31 October 2019



Notes

Committee dates shown in bold are confirmed.

Committee dates shown in italics are TBC.

The definition of a key decision is set out in the Combined Authorities Constitution in Chapter 6 – Transparency Rules, Forward Plan and Key Decisions, Point 11 <http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/CPCA-Constitution-.pdf>

* indicates items expected to be recommended for determination by Combined Authority Board

+ indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.

The agenda dispatch date is five clear working days before the meeting.

The following are standing agenda items which are considered at every Committee meeting:

- Minutes of previous meeting and Action Log
- Agenda Plan
- Budget and Performance Report

Committee date	Agenda item	Lead officer	Report to CA Board for decision	Reference if key decision	Deadline for reports	Agenda despatch date
11.11.19	Adult Education Budget Commissioning Strategy & Principles of Redistribution of Underspend	Neil Cuttall	No	2019/055	29.10.19	01.11.19
	Local Industrial Strategy Business Plan – The Business Growth Service	John T Hill	Yes	2019/061		

Committee date	Agenda item	Lead officer	Report to CA Board for decision	Reference if key decision	Deadline for reports	Agenda despatch date
	University of Peterborough Progress Update Paper	Kim Cooke	Yes	N/A		
	Skills Committee – Terms of Reference	Dermot Pearson	No	N/A		
	Employment & Skills Board Creation and Recruitment Update paper	Fiona McGonigle	No	N/A		
	Apprenticeship Levy Pooling Service – Update Paper	Fiona McGonigle	No	N/A		
08.01.20	Adult Education Budget - Data to Payments System Business Case	Neil Cuttell	No	N/A	17.12.19	23.12.19
	Careers Progression and Work Readiness (Hampton Academies Trust pilot) – Update Paper	Kim Cooke	No	N/A		
	Skills Brokerage Extension	Fiona McGonigle	No	TBC		
09.03.20	Adult Education Budget Allocations for Academic Year 2020/21	Neil Cuttell	No	2020/007	25.02.20	28.02.20
27.04.20					14.03.20	17.03.20

To be programmed: