



**CAMBRIDGESHIRE
& PETERBOROUGH**
COMBINED AUTHORITY

Agenda Item: 1.2 , Appendix 3

Skills Committee Action Log

Purpose: The action log records actions recorded in the minutes of Skills Committee meetings and provides an update on officer responses.

Minutes of the meeting on 17 January 2022					
Minute	Report title	Lead officer	Action	Response	Status
50.	Budget & Performance Report	Parminder Singh Garcha	The Director of Business and Skills explained that officers were tasked with undertaking a deep dive review with an action plan to address the underspends and what would be done this and the in next financial year and also what could be transferred across and this would be presented to Committee in March	<p>A 'Deep Dive' has been convened to explore the issue of underspend in the AEB programme. At the time of writing, the findings from the Deep Dive and recommendations to mitigate under-spend have not concluded. An Action Plan is under development.</p> <p>23.06.22 - The Deep Dive Panel has met and will be reporting to the Combined Authority with it's recommendations. Findings will be reported to Skills Committee, when ready.</p> <p>On forward plan for November</p>	Closed

Minutes of the meeting on 4 July 2022

Minute	Report title	Lead officer	Action	Response	Status
65.a	UK Shared Prosperity Fund Investment Plan Update	Fliss Miller	An update report on Apprenticeships would be brought back to a future Committee meeting.	On forward plan for November 2022	Closed
65.b	UK Shared Prosperity Fund Investment Plan Update	Steve Clarke	Sought clarity regarding the diagram on page 50 of the pack at figure 8 and whether the institutions listed needed to be an Adult Education Budget (AEB) provider. Officers explained that the diagram should show non AEB providers also, so would therefore review the diagram.	Action completed	Closed
65.c	UK Shared Prosperity Fund Investment Plan Update	Steve Clarke	Officers requested that any other comments on the draft should be emailed to them by mid-July.	Action completed	Closed
65.d	UK Shared Prosperity Fund Investment Plan Update	Fliss Miller	The Interim Associate Skills Director acknowledged that this was an issue and agreed to set up informal Skills Committee briefings in between each meeting to ensure that Members were kept up to speed.	Business Board and Skills Committee to be brought together twice a year Jan/Feb and June/July Informal Skills Committee meetings have been scheduled	Closed
66.a	Multiply Local Investment Plan	Cllr Nethsingha	The Chair stated that she would as Chair contact other Combined Authorities or other Council Networks to highlight to Government that this was not good governance.	Letter being drafted	In progress

66.b	Multiply Local Investment Plan	Parminder Singh Garcha	She explained that officers could update the Committee on the current provision for literacy as part of the AEB.	On the agenda for January 2023	Closed
67.	Cambridgeshire Peterborough Economic Growth Strategy	Fliss Miller	The Chair requested that a report be brought to Committee on the NEETs Strategy.	On the agenda for November 2022	Closed
68.a	Growth Works Management Review to 31 May 2022 (Q6 is April to June 2022)	Steve Clarke	Officers to circulate an update on performance to cover the rest of quarter 6 which would cover up to the end of June 2022.	Growth Works Performance report to be circulated W/C 29 th August 2022	In Progress
68.b	Growth Works Management Review to 31 May 2022 (Q6 is April to June 2022)	Steve Clarke	Officers stated that they would review the figure relating to jobs under 2.3 in the report and come back to Members with further clarification on the data.	Update clarifying data under 2.3 being circulated by Officers W/C 29th August 2022	In Progress
68.c	Growth Works Management Review to 31 May 2022 (Q6 is April to June 2022)	Fliss Miller	The Chair asked that apprenticeships be covered in the NEETs Strategy report that had been requested by Committee.	See action 65a	Closed
68.d	Growth Works Management Review to 31 May 2022 (Q6 is April to June 2022)	Steve Clarke	Officers stated that there was an independent survey carried out, one carried out in January and one in March and Officers would circulate the results of the surveys.	Results of the independent surveys already completed in 2022 being circulated W/C 29th August 2022	In Progress
68.e	Growth Works Management Review to 31 May 2022 (Q6 is April to June 2022)	Steve Clarke	Questioned how applications for Inward Investment were made and if there had been any applications from the Peterborough area. Officers to review and feedback to Members.	Details regards Inward Investment activity, pipeline and process including highlighting those in the Peterborough area to be circulated W/C 29th August 2022	In Progress

69.	Expansion of the Careers Hub	Laura Guymmer	Requested information on the schools engaged in with the hub in the Peterborough area.	Peterborough Hub schools are below: Arthur Mellows Village College Ken Stimpson Community School Ormiston Bushfield Academy The King's (The Cathedral) School Inspire - Peterborough College Greater Peterborough UTC Queen Katharine Academy	Closed
71.	Digital Skills Bootcamps	Fliss Miller	The Interim Associate Skills Director explained that they would bring an update to Committee on performance.	On the agenda for September	Closed
72.	Budget and Performance Report	Jon Alsop/Julia Hoban	He explained that additional information on these changes could be circulated to the Committee.	Information circulated	Closed