

Employment and Skills Board – 26 February 2020

Date	Minute Ref	Report Title	Action	Delegated officer	Status	Date completed
17.12.19	2.	DRAFT TERMS OF REFERENCE	Representation was still required from the Life Sciences and Agri-Tech and that Board Members should put forward any suggestions that they had regarding suitable representatives. Fiona McGonigle had previously liaised with One Nucleus regarding a Life Science representative. Jane Paterson-Todd said she would follow up with Tony Jones at One Nucleus.	Jane Paterson - Todd	Ongoing - Jane has followed up with Tony. Fiona to contact Tony to discuss further	
26.02.20	15.	MINUTES AND ACTION LOG	Minute 3 – Strategic Evidence for Skills, Julia Nix would discuss further with Mike Soper whether data held by Cambridgeshire County Council could provide information relating to the profile of claimants in employment	Julia Nix		
26.02.20	20.	AEB COMMISSIONING STRATEGY	Highlighted that mapping needed to map available funding streams and not only the needs of the area.	Neil Cuttell		
26.02.20	20.	AEB COMMISSIONING STRATEGY	The Board noted that Mike Soper, Corporate Performance and Research Manager, with his team had developed a dashboard that allowed for some of the mapping to take place. It was therefore requested that a report and the dashboard be presented to a future meeting of the Board.	Mike Soper	To be scheduled	
26.02.20	22.	UNIVERSITY OF PETERBOROUGH UPDATE	The timeframe of the project milestones would be circulated as an appendix to the minutes of the meeting.	Kim Cooke	Circulated	22.04.20
26.02.20	24.	DATE OF NEXT MEETING AND AOB	A Board member drew attention to the National Re-Training Scheme and it was agreed that an agenda item would be scheduled for a future meeting of the Board.	Fiona McGonigle	Added to forward Plan	21.04.20

