

## EMPLOYMENT AND SKILLS BOARD

Date: Tuesday 10<sup>th</sup> October 2023

Time: 10:00am – 12:00pm

Venue: Teams meeting

### AGENDA

	Agenda Item	Lead	Timing	Papers/ Presentation
	<b>Part 1 – Governance Items</b>			
1.1	Welcome, Apologies and Introductions	Internal CPCA Chair (Interim)	5 mins	Verbal
1.2	Minutes and Action log	Internal CPCA Chair (Interim)	5 mins	Paper
1.3	Work Programme (Forward Plan Agenda)	All	5 mins	Paper
1.4	Governance and Membership Review	Melissa Gresswell	5 mins	Verbal Update
	<b>Part 2 – Delivery</b>			
2.2	Introduction to Interim Assistant Director of Skills	Claire Paul	5 mins	Verbal Update
2.3	DWP – Unemployment data and trends	Julia Nix	15 mins	Presentation
2.5	UK SPF – Skills projects and succession Planning for Skills Brokerage Service	Alexis McLeod	20 mins	Presentation and discussion
2.6	Further Education ‘Cold Spots’	Parminder Singh Garcha	10 mins	Presentation
2.7	The Role of the Construction Industry Training Board (CITB), Business Engagement and Local Skills Information in the Construction Sector	Nathan Wilkins	15 mins	Presentation
2.8	Report from Careers Hub Steering Group	Laura Guymer	10 mins	Presentation
2.9	UCAS update: <ul style="list-style-type: none"><li>• Career Finder</li><li>• Talent Finder</li><li>• Apprentice Apply</li></ul>	Pete Milsom	15 mins	Presentation

2.9	AOB	All	5 mins	Discussion
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The Employment and Skills Board currently comprises the following members:

<b>Name</b>	<b>Title</b>	<b>Organisation</b>
Claire Paul	Interim Assistant Director: Skills	The Combined Authority
Laura Guymer	Strategy Programme Manager	The Combined Authority
Parminder Singh Garcha	Senior Responsible Officer: Adult Education Budget	The Combined Authority
Melissa Gresswell	Project Manager: Skills Bootcamps and Special Projects	The Combined Authority
Alexis McLeod	Senior Programme Manager: ESF/ERDF	The Combined Authority
Jaki Bradley	Interim Head of Adult Education Budget	The Combined Authority
Rachel Hallam	Senior Researcher – Business Intelligence	Cambridgeshire County Council
Pat Carrington	Executive Principal Assistant Director Skills and Employment	City College Peterborough Cambridgeshire County Council Peterborough City Council
Martin Lawrence	Commercial Director	Stainless Metalcraft
Mark Robertson	Principal and CEO	Cambridge Regional College
Dan Thorp	Chief Executive	Cambridge Ahead
Stuart Searle	Managing Director	First Mailing Co.
Joe Crossley	Chief Executive	Qube Learning Ltd.
Julia Nix	District Manager	Dept for Work & Pensions (DWP/ JCP)
Sharon Keogh	Head of Community Action	Kingsgate Community Church, Peterborough
Tony Jones	Chief Executive	One Nucleus
Dan Edwards	General Manager of Marshall Centre	Marshalls
Dr James Gazzard	Director of Continuing Education	University of Cambridge – Institute of Continuing Education
Professor Ross Renton	Principal	ARU Peterborough
Vic Annells	Board Member	-
Annette Nott	Senior Manager	East of England Further Education Directorate – Midlands and East Territorial Team

If you have any queries in relation to the meeting please contact Joanna Morley at the Cambridgeshire and Peterborough Combined Authority by email at:  
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