

## Employment and Skills Board Action Log

The action log records actions recorded in the minutes of Employment and Skills Board meetings and provides an update on officer/member response.

Minutes of the meeting 10 October 2023					
Item	Report Title	Lead Officer/Member	Action	Response	Status
2.	Minutes of the Employment and Skills Board meeting on 16 May 2023 and Action Log	Jo Morley	1. Minutes from the ESB meeting on 16 May to be circulated to Members	Circulated on 10/10/23	Closed
			2. An Action Log to be developed to track and monitor the actions called for.	Action Log produced and circulated	Closed
3.	Work Programme (Forward Agenda Plan)	Jo Morley	1. Officers to include ESB members on the circulation list for Skills & Employment Committee agenda papers.	ESB added to the circulation list for Skills & Employment Committee. Their next agenda is published on 27 October.	Closed
6.	UK SPF – Skills Projects and Succession Planning for Skills Brokerage Service	Claire Paul	1. Claire Paul, Assistant Director for Skills and Nathan Wilkins from the CITB to organise a meeting to further discuss the role of (flexi?) apprenticeships		Open
7.	Further Education Cold Spots	Parminder Singh Garcha	1. The Education Cold Spots report that went to the September meeting of the Skills and Employment Committee to be circulated to Members.	Circulated to members on 10/10/23	Closed