

EMPLOYMENT AND SKILLS BOARD

Date: Tuesday 20th February 2024

Time: 10:00am – 12:00pm

Venue: Teams meeting

AGENDA

	Agenda Item	Lead	Timing	Papers/ Presentation
Part 1 – Governance Items				
1.	Welcome, Apologies and Introductions	Chair	5 mins	Verbal
2.	Minutes and Action log	Chair	5 mins	Paper
3.	Work Programme (Employment and Skills Committee Forward Plan Agenda)	All	5 mins	Paper
4.	Governance and Membership Review	Melissa Gresswell	5 mins	Verbal Update
Part 2 – Delivery				
5	DWP Update: <ul style="list-style-type: none">• Unemployment data and trends	Julia Nix (presented by Melissa Gresswell)	15 mins	Presentation and Discussion
6	Delivering on the Local Skills Improvement Plan (LSIP)	Adeline Winshaw and Laura Guymer	20 mins	Presentation and Discussion
7	Good Work Charter	Laura Guymer	20 mins	Presentation and Discussion
8	Shaping an Internship Offer	Nicola March	25mins	Presentation and Discussion
9	Skills Bootcamps 2024-25 Financial Year	Melissa Gresswell	10 mins	Discussion

The Employment and Skills Board currently comprises the following members:

Name	Title	Organisation
Charlotte Horobin	Chair	-
Claire Paul	Assistant Director: Skills	The Combined Authority
Laura Guymmer	Strategic Careers Hub Lead	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
Michael Moriarty	Head of Employee Services	Mick George
Sarah Worsley	Senior HR Officer	Baker Perkins
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
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: Joanna.morley@cambridgeshirepeterborough-ca.gov.uk