



Any key decision/s set below will come into force and may be implemented after 5.00pm on the fifth clear working day after publication of the decision, unless they are called-in, with the exception of any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

1 Announcements, Apologies for Absence and Declarations of Interest

Apologies were received from Nitin Patel, Business Board Representative.
No declarations of interest were made.

2 Minutes and Action Log

The minutes of the meeting on the 15 January 2024 were approved as an accurate record.
The action log was noted by the Committee.

3 Public Questions

No public questions were received.

4 Combined Authority Forward Plan

RESOLVED

- a) That the Combined Authority Forward Plan be noted.

5 Improving Efficiency and Effectiveness (Adult Education Budget)

RESOLVED

The members of the Employment and Skills Committee resolved to;

- a) Note and scrutinise actions that will improve the efficiency and effectiveness of how the CPCA utilises its devolved Adult Education Budget funding.
- b) Recommend that the Combined Authority Board approves:
 - The in-year amendments for existing providers which include growth requests for high-performing providers and reprofiling of funding where providers have underperformed
 - The establishment of a flexible Innovation Fund, allowing us to respond to regional activities that underpin the priorities identified within the Employment and Skills strategy.
- c) Delegate authority to the Assistant Director, Skills, in consultation with the Chief Finance Officer and Monitoring Officer to:
 - enter into grant funding agreements and/or service contracts with training providers to deliver Innovation Fund project activity. This can either be with new (following a procurement exercise) or existing providers
 - extend and /or vary contracts with existing providers where appropriate.

6 Career Hub – Academic Year 24/25

RESOLVED

- a) To note the anticipated Careers and Enterprise Company (CEC) grant funding for the academic year of 2024/25.
- b) To note we are working to identify CPCA match funding, and we anticipate a paper to the CA Board to:
 - Accept the CEC funding offer, and allocate the match funding

- Accept future grant funding that is awarded by the Careers and Enterprise Company (CEC) in addition to core funding, up to the value of £150,000 for projects aligned to strategic priorities
- Delegate authority to the Interim Director of Skills, in consultation with the Chief Finance Officer and Monitoring Officer to enter into contracts and grant funding agreements

Grant funding is expected to be in the sum of approx. £310,000 for the academic year 2024/2025.

7 Adult Education Budget: Audit and Assurance Update

RESOLVED

- a) To note the Audit results for 2022/23
- b) To note the Audit approach for 2023/24

8 Employment and Skills Board Update

The verbal update was noted by the Committee

9 Budget and Performance Report

RESOLVED

- a) To note the financial position of the Skills division for the financial year 23/24 to January 2024

10 Skills and Employment Committee Agenda Plan

RESOLVED

- a) To note the Agenda Plan

11 Date of next meeting

The date of the next meeting was confirmed as Monday 17 June 2024

Notes:

- a) Statements in **bold type** indicate additional resolutions made at the meeting.
- b) Five Members of the Overview and Scrutiny Committee may call-in a key decision of the Mayor, the Combined Authority Board, thematic committee or an Officer for scrutiny by notifying the Monitoring Officer, except for any key decision on a matter dealt with under the special urgency provisions set out in the Constitution which may be implemented immediately.

For more information contact Democratic Services: democratic.services@cambridgeshirepeterborough-ca.gov.uk