



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

## **SKILLS COMMITTEE AGENDA PLAN**

Updated 21 December 2022

### **Notes**

Committee dates shown in bold are confirmed.  
Committee dates shown in italics are TBC.

The definition of a key decision is set out in the Combined Authorities Constitution in Chapter 6 – Transparency Rules, Forward Plan and Key Decisions, Point 11 <http://cambridgeshirepeterborough-ca.gov.uk/assets/Uploads/CPCA-Constitution-.pdf>

- \* indicates items expected to be recommended for determination by Combined Authority Board
- + indicates items expected to be confidential, which would exclude the press and public.

Draft reports are due with the Democratic Services Officer by 10.00 a.m. eight clear working days before the meeting.  
The agenda dispatch date is five clear working days before the meeting.

**The following are standing agenda items which are considered at every Committee meeting:**

1. **Minutes of previous meeting and Action Log**
2. **Agenda Plan**
3. **Budget and Performance Report**
4. **Employment and Skills Board Update**

| <b>Committee date</b> | <b>Agenda item</b>   | <b>Report Purpose</b>   | <b>Lead officer</b>                      | <b>Report to CA Board for decision</b> | <b>Reference if key decision</b> | <b>Agenda despatch date</b> |
|-----------------------|--|---|--|--|----------------------------------|-----------------------------|
| <b>09/01/23</b>       | AEB Annual Return to DfE   | To approve the AEB Annual Return to the DfE and final outturn for the 2021/22 academic year   | Parminder Singh Garcha                   | No                                     |                                  | <b>22/12/22</b>             |
|                       | ESOL Local Planning Partnerships - Annual Report   | To note the Annual Report of the ESOL Local Planning Partnerships and plans for improving local co-ordination and provision in 2023/24  | Parminder Singh Garcha                   | No                                     |                                  |                             |
|                       | ARU Peterborough Phase 3 full business case and monitoring arrangements for the new university | To consider and approve the Phase 3 full business case including a review of the university's original quantitative objectives set at the Phase 1 full business case, with further recommendations about how to reset these for effective monitoring of the new university. | Rachael Holliday                         | Yes                                    |                                  |                             |
|                       | Mid-year Performance Review of all Skills Funded Projects                                      |   | Fliss Miller                             | No                                     |                                  |                             |
|                       | Skills Bootcamps Wave 4  |   | Melissa Gresswell                        | Yes                                    |                                  |                             |
|                       | Alignment of all Skills Procurement and Contracting  |   | Melissa Gresswell/Parminder Singh Garcha | Yes                                    |                                  |                             |
|                       | Skills and Labour Market Insights Bi- Annual Report (incl. an update on apprenticeships)       |   | Rachel Hallam                            | No                                     |                                  |                             |

| Committee date  | Agenda item  | Report Purpose  | Lead officer                               | Report to CA Board for decision | Reference if key decision | Agenda despatch date |
|-----------------|--|---|--|---------------------------------|---------------------------|----------------------|
| <b>06/03/23</b> | Skills Funding allocations and policy changes for 2023-24                  | To approve AEB, FCFJ and Multiply funding allocations for 2023-24 and funding policy changes. | Parminder Singh Garcha                     | Yes                             |                           | <b>24/02/23</b>      |
|                 | Careers Hub allocations and future plans                                   |   | Laura Guymer                               | Yes                             |                           |                      |
|                 | Growth Works Update  |   | Steve Clarke                               | No                              |                           |                      |
|                 | UK Shared Prosperity Fund Investment Plan                                  |   | Steve Clark                                |                                 |                           |                      |
|                 | Economic Growth Strategy Implementation Plan                               |   | Steve Clarke                               | No                              |                           |                      |
|                 | Health and Social Care Sector Academy – end of contract performance review |   | Fliss Miller                               | No                              |                           |                      |
| <b>05/06/23</b> | Skills Contract Awards to Independent Training Providers for 2023-24       | To approve AEB, FCFJ, Bootcamps Multiply contract awards for 2023-24 academic year.           | Parminder Singh Garcha / Melissa Gresswell | Yes                             |                           | <b>26/05/23</b>      |
|                 | AEB Three-year Evaluation Report – impact and findings                     | To note the findings of the AEB Impact Evaluation and approve the next steps.                 | Parminder Singh Garcha                     | No                              |                           |                      |
|                 | FE Coldspots – report on progress  | To note the progress made with the projects.  | Parminder Singh Garcha                     | No                              |                           |                      |
|                 |  |   |  |                                 |                           |                      |
|                 |  |   |  |                                 |                           |                      |