

# EMPLOYMENT AND SKILLS BOARD AGENDA PLAN

Updated on 6 February 2020



**CAMBRIDGESHIRE  
& PETERBOROUGH**  
COMBINED AUTHORITY

**JAMES PALMER**  
CAMBRIDGESHIRE &  
PETERBOROUGH MAYOR

## Notes

Reports and Presentations 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 Board meeting:

- Minutes of previous meeting and Action Log
- Agenda Plan

Meeting date	Agenda item	Lead	Form of Update	Deadline for Reports/presentations	Agenda despatch date
26.02.20	Election of Chair and Vice Chair	Fiona McGonigle	Verbal and Note	14.02.20	18.02.20
	Terms of Reference (ToR)	Chair	Verbal		
	Vision and Themes for the Skills Strategy	Kim Cooke	Paper		
	ESB Analytical Update <ul style="list-style-type: none"> <li>• ONS Dec 2019 release of GVA Statistics</li> <li>• Impact on GVA of Skills Programmes</li> </ul>	Mike Soper	Presentation		
	AEB Commissioning Strategy	Neil Cuttell	Presentation		
	Skills Update Update on Apprenticeship Levy STAR Hub (including procurement)	Fiona McGonigle	Verbal		
	University of Peterborough Update <ul style="list-style-type: none"> <li>• Public Consultation Update</li> </ul>	Kim Cooke	Verbal		

Meeting date	Agenda item	Lead	Form of Update	Deadline for Reports/presentations	Agenda despatch date
	Barriers to Engagement	Bob Ensich	Presentation		
<b>30.04.20</b>	Cambridge Ahead - Apprenticeship survey Results	Jane Paterson-Todd	Presentation	<b>20.04.20</b>	<b>22.04.20</b>
	University of Peterborough Update <ul style="list-style-type: none"> <li>Shadow Curriculum offer</li> <li>Appointment of HE Partner</li> </ul>	Kim Cooke and Brian Thomas from Mace HE Partner in attendance TBC	Presentation		
	Health and Care Sector Work Academy	Pat Carrington	Presentation		
	ESB Analytical Update	Mike Soper	Presentation		
<b>24.06.20</b>	Cambridge Ahead – CA Research on Careers Guidance	Jane Paterson-Todd	Presentation	<b>12.06.20</b>	<b>16.06.19</b>
	National Retraining Scheme	Fiona McGonigle	Presentation		
	ESB Analytical Update	Mike Soper	Presentation		
<b>22.09.20</b>	ESB Analytical Update	Mike Soper	Presentation	<b>10.09.20</b>	<b>14.09.20</b>
<b>26.11.20</b>	ESB Analytical Update	Mike Soper	Presentation	<b>16.11.20</b>	<b>18.11.20</b>

To be programmed: