

**SKILLS COMMITTEE  
AGENDA PLAN**



**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:

- Minutes of previous meeting and Action Log
- Agenda Plan
- Performance Report

Committee date	Agenda item	Lead officer	Report to CA Board for decision	Reference if key decision	Deadline for reports	Agenda despatch date
<b>10.07.19</b>	University of Peterborough Transitional Funding	Kim Cooke	Yes	N/A	<b>27.06.19</b>	<b>02.07.19</b>
	Skills Strategy Implementation	Kim Cooke	No	N/A		

<b>Committee date</b>	<b>Agenda item</b>	<b>Lead officer</b>	<b>Report to CA Board for decision</b>	<b>Reference if key decision</b>	<b>Deadline for reports</b>	<b>Agenda despatch date</b>
	Sector Academies - Health & Care Sector Work Academy (HCSWA) and Construction Hub – Update	Fiona McGonigle	No	N/A		
	Careers Enterprise Company – Update	Fiona McGonigle	No	N/A		
	Performance Report	Kim Cooke	No	N/A		
<b>02.10.19</b>	AEB Commissioning Strategy 2020/21	Neil Cuttell	Yes	2019/055	<b>19.09.19</b>	<b>24.09.19</b>
	University of Peterborough Update Report	Kim Cooke	Yes	N/A		
	AEB Underspend System	Neil Cuttell	No	N/A		
	AEB Data to Payments System Business Case	Neil Cuttell	No	N/A		
<b>08.01.20</b>	AEB Delivery 2020/21	Neil Cuttell	TBC	N/A	<b>18.12.19</b>	<b>23.12.19</b>
<b>08.04.20</b>					<b>26.03.20</b>	<b>31.03.20</b>

To be programmed: