**CHESHIRE AND WARRINGTON - EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 19 FEBRUARY**

**Meeting to be held in Conference Room 1.4, Wyvern House, The Drumber, Winsford CW7 1AH**

Current list of attendees and apologies at **Annex A.**

**AGENDA**

**13.30 hrs Welcome, introductions and declarations of interest.**

**13.35 hrs Note of last meeting on 15 January 2020** (Chair - 5 minutes)

**13.40 hrs Action list and any matters arising that are not on agenda –** (Chair - 5 minutes)

**13.45 hrs Accelerate - Review of Progress and any issues requiring a steer from Members** (Phil Atkinson and Charlie Woodcock – 60 minutes)

 Key issues to include:

* Updating the road map
	+ - Feed-back from DWP project initiation visit on 4 February 2020
		- Selection of Eligible Training Providers
		- Structure of University team
		- Appointment of independent brokers and development of pipeline of learners
		- The process of applying for and securing funds from Accelerate – feedback from sub-group meeting
		- Marketing Accelerate – one-pager to explain Accelerate to businesses
		- Membership and terms of reference of Governance Board
		- First meeting of Governance Board
		- Key performance indicators
		- Breakdown of key tasks and associated timetable

**14.55 hrs Development of Data and Labour Market Intelligence and Review of Skills and Education Priorities for Action**

* **Feedback from DfE on their Autumn review of Cheshire and Warrington Skills Advisory Board Functions (including our interim Data and Labour Market Report)**
* **Next Steps including development of data and labour market evidence and refresh priorities for action**

**15.15 hrs Local Growth Fund Investments – progress report and issues requiring a steer from Members –** Pat Jackson

**15.25 hrs Any Other Business –** Clare Hayward

* **Items for future meetings**
* **Date and venue of next meeting** (18 March 2020 – need venue

**15.30 hrs Close meeting**

**Papers to note** (to be tabled at meeting)

* Progress of Pledge
* Progress of Digital Skills Partnership

**CHESHIRE AND WARRINGTON LEP Annex A**

**EMPLOYERS SKILLS AND EDUCATION BOARD MEETING ON 19 FEBRUARY 2020**

The following members of the Employers’ Skills and Education Board are expected to attend the meeting:

* \*Clare Hayward (Chair)
* \*Julia Teale (Bentley Motors)
* Paul Colman (South Cheshire Chamber)
* \*Phil Atkinson (Daresbury)
* \*Paul Taylor (Taylor Business Park)
* Jasbir Dhesi (Cheshire College South and West – representing the FE Colleges)
* James Richards (Network Rail)
* \*Bill Carr (Carpe Diem)
* Louise Higgins (United Utilities)
* \*Cllr James Nicholas (Cheshire East Council)
* \*Stephen Fitzsimons (Warrington Borough Council)
* \*Lisa Harris (Cheshire West and Chester Council)
* Charlie Woodcock (University of Chester)
* Pat Jackson (LEP)

**Apologies**

* \*Nicola Dunbar (Deputy Chair)
* Nicola Merriman (National Skills Academy Nuclear)
* Martin Wood (Department for Business, Energy and Industrial Strategy) – observer
* Peter Skates (Cheshire East Council observer)
* Philip Cox

Also attending Sarah Williams, Cheshire and Warrington LEP

\*With voting rights