

AGENDA

Swindon and Wiltshire Careers Hub Steering Group

Date: Thursday, 16 May 2019

Time: 1.00pm – 2.30pm

Venue: Boardroom A216, Wiltshire College Chippenham Campus,
 Cocklebury Road, Chippenham, SN15 3QD

Attending:	Paddy Bradley (PB), SWLEP Director Sally Burnett (SB), SWLEP Skills Lead Daniel Busson (DS), Lead Employer Scott Green (SG), CEC Louise Stanton (LS), representing Lead School Shona Taylor (ST), Wiltshire Council Jackie Tuckett (JT), Wiltshire Council
Apologies:	Alison Simpson (AS), Lead School Morag Sullivan (MS), Swindon Borough Council
Guests:	
Chair:	Paddy Bradley
Minutes:	Deborah House (DKH)

Item	Timing	Topic	Paper	Lead
1.	1.00pm	Welcome and apologies		PB
2.	1.05pm	<ul style="list-style-type: none"> Minutes of the meeting on 15 February 2019 Matters arising Action Log Implementation Plan 	2.1 2.2 2.3 2.4	PB
3.		Summary of performance against target <ul style="list-style-type: none"> SWEAN Highlight Report performance review: Compass data from March 19 return (CEC LEP Report to be provided at the meeting) 	3.1	ST/ SG
4.		College reporting systems and Gatsby requirements update	Verbal	SG
5.		<ul style="list-style-type: none"> Summary of work on Benchmark 6 outcome, and initial work on Benchmarks 4 and 8 Presentation summary	5.1 5.2	ST
6.		Budget position summary and commissioning plan for Hub Funds	6.0	JT/ ST

7.		Wave 2 Bid Implementation Plans	7.0	SB / JT/ ST
8.	1.25pm	AOB		ALL
		<p>Next Meeting: Thursday, 19 September 2019, 1pm-2.30pm Committee Room B, Monkton Park, Chippenham, SN15 1ER</p> <p>Future Meetings: Tuesday, 10 December 2019, 9am-10.30am Bewley Room, Monkton Park, Chippenham, SN15 1ER</p>		

Membership:	<p>Paddy Bradley (PB), SWLEP Director Sally Burnett (SB), SWLEP Skills Lead Jackie Tuckett (JT), Wiltshire Council Shona Taylor (ST), Careers Hub Lead Alison Simpson (AS) / Louise Stanton, Lead School Daniel Busson (DS), Lead Employer Morag Sullivan (MS), Swindon Borough Council Scott Green (SG), CEC</p>
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