

**York Skills and Employment Board  
Meeting Agenda  
16 March 2021, 10:00 - 12:00**

**Agenda**

<b>Item #</b>	<b>Timing</b>	<b>Agenda Item</b>	<b>Owner</b>
1	10:00	<b>Welcome and Apologies</b>	<b>Lee Probert (Chair)</b>
2	10:10	<b>Minutes from previous meeting</b>	<b>Lee Probert (Chair)</b>
3	10:15	<p><b>One-year plan</b> – Review of Implementation plans Commitments 1 – 4 (15 minutes each) with Commitment Leads</p> <p><u>Key Questions:</u></p> <ol style="list-style-type: none"> <li>1. Does the Board Agree with suggested plans – sign off or push back</li> <li>2. For each area is there an identified “lead” and if so is this the right organization/individual - if no lead agree who should be the lead</li> <li>3. Agreement on the Resources required</li> <li>4. Agreement on Measures of success and timelines</li> <li>5. How will progress be Monitored and Reported               <ol style="list-style-type: none"> <li>a. who and how (SEB, HY, Other?)</li> <li>b. Process for coming back to the Board</li> </ol> </li> </ol>	<b>Amanda Selvaratnam and commitment leads</b>
4	10:15	Commitment 4 - Education to Employment & Self-employment	<b>Amanda Selvaratnam and Billy Miller</b>
5	10:30	Commitment 3 - Pioneering Provision	<b>Amanda Selvaratnam and Rob Mortimer</b>
	10:45	Finalise responses to key questions	
	11:00	Commitment 1 - York Works	<b>Amanda Selvaratnam and Marie Neal-Smith</b>
	11:15	Commitment 2 - Empowered Employers	<b>Amanda Selvaratnam and Anna Hastie</b>
	11:30	Finalise responses to key questions	
	11:45	<b>AOB</b>	

**Membership:**

Organisation	Member	Role
City of York Council - Executive	Councillor Andrew Waller	Executive Member - Economy and Strategic Planning
City of York Council	Maxine Squire	Assistant Director - Education and Skills
York College	Lee Probert	Chief Executive & Principal
University of York	Professor Kiran Trehan	Pro-Vice-Chancellor for Partnerships and Engagement
York St John University	Professor Karen Bryan	Vice-Chancellor
Askham Bryan College	Dr Tim Whitaker	Chief Executive
York Jobcentre	Angela Stabeler	York & North Yorkshire Employer and Partnership Manager
West & North Yorkshire Chamber of Commerce	Mark Goldstone	Head of Policy and Business Representation
Federation of Small Businesses (TBC)	Caroline Chapman	Business Owner and Member Representative
York and North Yorkshire LEP	Jude Knight	Head of Skills
Simpson York Limited	Amanda Davidson	HR Manager
Netsells	Bethan Vincent	Marketing Director
The Skills Network	Mark Dawe	Chief Executive
TUC	Gareth Forest	Policy and Campaigns

**In attendance**

Organisation	Representative	Role
City of York Council	Simon Brereton	Head of Economic Development
City of York Council	Alison Edeson	Skills Team Manager
University of York	Amanda Selvaratnam	Associate Director of Research and Enterprise and Head of Enterprise Services
Annabel Jelley Consulting	Annabel Jelley	Strategy Development Consultant
Askham Bryan College	Billy Miller	Lead – Commitment Group 4
York St John University	Rob Mortimer	Lead – Commitment Group 3
York College	Marie Neal-Smith	Lead – Commitment Group 1
University of York	Anna Hastie	Lead – Commitment Group 2

**Apologies**

Organisation	Member	Role