

Skills and Employment Committee Action Log 2024-25

The action log records actions recorded in the minutes of Skills and Employment Committee meetings and provides an update on officer response.

Minutes of the meeting on 15 January 2024

Item	Report Title	Lead Officer	Action	Response	Status
2.	Minutes Action Log - outstanding actions	Claire Paul	1. A briefing note on the concentration of PHD students to be sent to members.	Information being sought	Open
6.	AEB External Evaluation	Jaki Bradley	1. Further information on the types of disability that made up the 20% of learners with a disability, to be shared with the Committee		Open
7.	ESOL Annual Report	Jaki Bradley	1. A briefing note on why the CA was unable to award a tender to the organisation who applied to manage and deliver the ESOL Single Point of Contact to be circulated to Members		Open
8.	Skills Bootcamps	Melissa Gresswell	<ol style="list-style-type: none"> 1. Officers to provide members with the details off the current 19 Skills Bootcamp courses and where they were being run and by whom. 2. A briefing note to be circulated to members on the management costs associated with the Skills Bootcamp courses 3. Officers to provide members with some marketing material that could be easily shared on social media to help advertise and signpost the courses. 	Officers are currently procuring for the next round of start dates. Information will be available and shared with Members in August.	On-going. Further update in August