

<b>Employment and Skills Advisory Panel (ESAP), Friday 2<sup>nd</sup> October 2020</b> <b>10:00 to 12:00</b> <b>Microsoft Teams.</b>			
	<b>Agenda Item</b>	<b>Lead</b>	<b>Additional Information</b>
<b>10:00</b>	1. Welcome, Apologies Declarations of Interest	Chair	
<b>10:05</b>	2. Minutes from Last meeting	Chair	Provided
<b>10:15</b>	3. Operational - Activity since last meeting	Clare Hughes	Verbal
<b>10:35</b>	4. Employment Summary	Graham Metcalf	Paper 1 provided as background
<b>10:50</b>	5. SAP Programme - Next Steps	Clare Hughes	Paper 2 – for discussion
<b>11:20</b>	6. Mid Term Recovery Plan	Ruth Carver	Overview and next steps
<b>11:35</b>	7. PM Skills Announcement and 'High Value' courses	Clare Hughes/Janet Meenaghan	
<b>11:45</b>	AoB	Chair	