

**Learning, Skills and Employment Meeting**

**Date: Wednesday 23<sup>rd</sup> July 2008**

**Time: 10 – 13- 00pm**

**Venue: LSC Binley**

**AGENDA**

- 1. 10:00 Welcome, introductions & apologies** **Jane Beaver**
- 2. 10:05 Minutes and Matters arising**
- 3. 10:15 ESF Provider Presentation** **Dave Stephens (Biscom)**  

Purpose: To present the JCP ESF provision in Coventry and Warwickshire and consider implications for the Theme Group.
- 4. 11:00 ELSE Governance and future meetings** **Jane Beaver**  

Purpose: To update the group on the revised Governance arrangements and consider the implications for the existing LSE membership and future meeting dates.
- 5. 11- 15 Break**
- 6. 11-30 Feedback from Better Communicating Subgroup**  

Purpose: To update the group on the progress made by the 'Better communicating our Services' sub group.
- 7. 11-50 LAA action planning** **Priti Bharadwa**  

Purpose: To update the group with progress on the LAA Action planning and provide the group with an opportunity to input into the plans.
- 8. 12-35 Roundup**  
**City Strategy** **Geoff Hyde**  
**Welfare to Work Convention Feedback** **Jane Malbasa**  
**Employer Offer** **Geoff Hyde**
- 9. 12- 55 AOB**  
**Items for future meeting**  
**Offender Skills and Employment**  
**Child Poverty**  
**Advice Service Coventry**
- 10. 13-00 Close**

Future Meeting Dates, 17<sup>th</sup> Sept, 22<sup>nd</sup> Oct, 26<sup>th</sup> Nov (Subject to decisions on ELSE meeting schedule)

All meetings 10-00-13-00 pm