

Coast to Capital Careers Hub Steering Group Meeting

Tuesday 20 October 2020: 9.00am – 10.30am

Virtual Meeting (Held via Zoom)

Agenda

Time	Item	Agenda item	Action	Part
9.00am	1	Introduction: a) Welcome, apologies and introductions b) Conflicts of Interest Liane Richardson	Record	A
9.10am	2	Coast to Capital Careers Hub overview a) Background and context b) Careers Hub implementation update c) KPIs Claire Witz & Lisa Mobbs	Note	A
9.30pm	3	Introduction to Cornerstone Employers Lisa Mobbs	Note	A
9.40am	4	Introduction to Lead School and Lead College Lisa Mobbs	Note	A
9.50am	5	Terms of Reference Liane Richardson	Approve	A
10.05am	6	Programme of Work Lisa Mobbs	Note and discuss	A
10.20am	7	Careers Hub Launch Event Lisa Mobbs	Approve	A
10.25am	8	Close: a) AOB b) Future Meetings	Note	A

A – Agenda and minutes to be posted in the public domain.

B – Papers not for publication in advance of meeting; minutes and papers posted in the public domain, as appropriate, afterwards.