

## **Lancashire Skills & Employment Board – 11 January 2017**

### **Programme of Meetings 2017**

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#### **Executive Summary**

This report sets out a revised programme of meetings for the Lancashire Skills & Employment Board for 2017.

#### **Recommendation**

That the revised programme of Board meetings in 2017 as set out in the report is agreed.

### **Background and Information**

At the LEP Board meeting on 08 November 2016 the Board approved a slight reduction to the cycle of LEP Board meetings, and also reviewed the cycle of LEP Committee meetings with a view to mirroring the same cycle. The intention is for the Committees to all meet in the month prior to LEP Board meetings which will allow time for decisions referred on to the LEP Board to be prepared, and also to reduce committee meeting frequency to focus on business items, rather than items for noting.

If the revised programme is adopted, should items of urgent business need to be considered the urgent business procedure can be used, or additional special meetings can be arranged to consider specific one off items that require a decision to be taken by the Committees.

Therefore, with regard to the Lancashire Skills & Employment Board meeting programme, it is proposed that:

The following meetings are kept as formal meetings -

- 22 February 2017
- 07 June 2017
- 18 October 2017

The following meetings are cancelled, or held as 'informal' meetings or workshops -

- 05 April 2017
- 26 July 2017
- 07 September 2017
- 29 November 2017