

Essex, Southend-on-Sea and Thurrock LSIP

Sub Sector – Skills Focus Group

Terms of Reference

Authority

The establishment of this group and its operating protocol as laid out in this document was **approved by the Essex Chambers of Commerce & Industry Board**.

It shall operate within the agreed Terms of Reference noted below, which can only be amended with the approval of the Essex Chambers of Commerce and Industry Board and will be periodically reviewed.

Purpose

The Sub Sector Skills Focus Group will provide a forum in which partners can develop collaborative thinking and actions across the county in relation to the implementation of the Essex LSIP Action Plan

Aims

- To discuss and create sector relevant actions and solutions to support the progress of the Essex LSIP.
- To set, agree and monitor key milestones within the project.
- Be the sector voice for Essex and route for feedback to the Essex Skills Board and all relevant boards.

Membership

The Sub Sector Skills Focus Group shall comprise relevant parties (as described within the DfE Guidance Documentation) from across the county of Essex who represent:

- Sector specific employer representatives.
- Named institutions.
- Relevant Organisations Involved in Skills Planning.

Meetings

The Sub Sector Skills Focus Group shall meet electronically quarterly as required throughout the duration of Stage 2 of the Essex LSIP.

Powers

Advisory