



Essex, Southend-on-Sea and Thurrock LSIP

Employment and Skills Board

Terms of Reference

Authority

The establishment of this Board and its operating protocol as laid out in this document was **approved by the Essex Chambers of Commerce & Industry Board resolution passed at its Meeting on 12th October 2023**. 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 Board will provide strategic oversight of the ongoing monitoring and implementation of the Essex Local Skills Improvement Plan (LSIP).
- The Board will provide a forum in which partners can develop collaborative thinking and action across the county in relation to monitoring and implementation of the Essex LSIP.

Aims

- To advise on monitoring and progress of the Essex LSIP.
- To set and monitor key milestones within the project.
- To review the submission of relevant information, data and reports to the Department for Education (DfE), subject to Essex Chambers of Commerce & Industry Board approval.

Membership

- The Essex LSIP Board shall comprise relevant parties (as described within the DfE Guidance Documentation) from across the county of Essex who represent:
 - Named institutions
 - Relevant Organisations Involved in Skills Planning
 - 3 x Essex Councils
 - Employer representatives (from a range of sectors)

Meetings

- The Essex LSIP Board shall meet (either electronically or in person) quarterly as required throughout the duration of Stage 2 of the Essex LSIP.

Powers

- Advisory