

**LDPB EMPLOYMENT MEETING NOTES 4<sup>TH</sup> JUNE 2009**

		<b>ACTION</b>
1	<p>Valued in Public Pauline fed back on research ACE had undertaken with their students looking at application forms and processes for Council and NHS jobs. There had been some problems in trying to download forms from the council site, and whilst it was fairly easy to log on, it was very time consuming. If you didn't have a computer at home, this could make it difficult and expensive if having to do it at a library. To get NHs application forms, you have to "join" the site, and this could be a barrier. It also said things like "Pay scheme agenda for change to Pay Band 2" ...what does that mean? Some organisations have an initial screening telephone interview which can cause problems, and whilst alternatives are usually available, this can put some people off.</p>	<p>Graham to speak to Sian Jay (equality and diversity officer in the council re her awareness of ViP and any guidance she may be able to give</p> <p>Pauline / Ellen to assist students identify any problems on the actual application forms, and any difficulties understanding what the different sections require.</p>
2	<p>Looking4work Martin outlined a whole series of possible amendments and improvements that could be made to the site. Following lengthy discussion, he will bring the draft revised site to the next meeting,</p> <p>Will need to consider how the site is managed in the future...eg existing or new organisations can at anytime update their entry, but would be reminded of this annually. The entries would need to go through a moderator (someone on the sub group?) to check them for language etc.</p> <p>Brief ideas about re-launch and events to demonstrate it at.</p>	<p>Martin</p> <p>Graham to send Martin alterations already received from organisations</p> <p>Pauline to send Martin 2 entries for ACE, covering the 2 services</p>
3	<p>Project Updates Information from both Work is for Everyone and from Transition. Reminder that there will be no on-going funding from the Partnership Board from March 2011. Family Forum are concerned that the Transition project in particular should receive mainstream or longer term funding. As the Board restructures, it will be expecting a quarterly written report from each sub group re funded projects.</p>	
4	<p>Co-leads In view of Graham's leaving his job in Wigan, and John not being able to get to meetings at present, the group decided to replace both. Chris Rudd and Carol Williams both agreed to stand Graham will pass on information etc in the next few days. Graham having thoroughly enjoyed his time in the group, was overwhelmed by the generosity of the group, (Thank you)</p>	
5	<p>Next meeting. 25<sup>th</sup> June 2009. Chris will confirm venue</p>	Chris