

LDPB Sub Group - ETHNICITY
13 Green Lane, Leigh.
1st December 2008



Present: Raveen Walton, Sharon Leadbetter, Angela Seddon, Bridget Whittle,

Apologies: Jennifer Mills, Denyse Valentine, Sadia Nawaz

Minutes from last meeting

The minutes from the November meeting were reviewed and agreed.

Budgets

As recorded on the November minutes Raveen reiterated the request that a breakdown of budget information to be supplied, to enable budgets/spending to be monitored. Raveen also made a recommendation on behalf of the group that there should be some accountable status in relation to budgets from all of the sub groups.

Angela asked if Raveen was in favour of having lead meetings. Raveen confirmed that she was in favour of this.

LDDF Bid and Process

Raveen has submitted the bid which Angela confirmed should now be available on the Partnership Board website.

Group members requested that the bid and decision process be clarified. Angela advised that a meeting had recently been held with self-advocates to determine what was important to them, and to present them with a brief overview of the bids. Angela advised that the self advocates and the Partnership Board have an influence on the overall decision, but ultimately Louise and Bridget will make the final decision. A meeting will be held on the 18th December 2008 to decide on the final outcomes of the bids. This information will be circulated on the 19th December 08.

Future Plans

The main points were agreed as:

- ◆ Appoint to the BME Development Worker post.
- ◆ Recruit champions from the other sub groups.
- ◆ Gain funding for training.

BME Development Worker Post

Raveen to speak to Andrea Grealley to gain an update on timescales and details of where the post being advertised. All members agreed that if the advertisement date had not yet been set then the New Year would be the best time to advertise. Once the closing dates have been determined Raveen will write out a timetable to schedule the shortlisting and interview date. The group needs to agree on the format of the interviews ie scoring matrix, questions, presentation, and which group members will sit on the interview panel.

Induction Pack

Raveen and Sharon will meet up to put an induction pack together.

Written Agreement

Raveen to begin to draft a written agreement with the advocacy sub group and the PCT, this to include specific expectations.

Membership

Bridget informed the group that she is currently acting up in her role, and therefore needs to prioritise her workload. Bridget confirmed that she is happy to receive group meeting minutes, but currently is unable to fully commit to the group.

Raveen made a request to the group that someone needs to take on the role of co-lead of the group, and also champion for the advocacy sub group. Sharon made a proposal that the role of champion is shared, and if so she may be in a position to take on this role. A request was made for all group members to take time to consider the points relating to membership roles.

In June this year an email was sent out to the independent sector in an attempt to attract new members to the group. (copy to be re-sent to the Group) No responses were received. Agenda item for the January meeting to re-look at ways to attract new members.

Next Meeting

Monday 19th January 09 10.00am Green Lane, Leigh.

Reminder to Raveen to confirm that the group is able to meet at this venue.

Future meeting dates and venue to be agreed at the January meeting.

Agenda Items: recruitment
 new members

Raveen to draft a note to all sub groups following on from the presentation, to ask if they have given any consideration to nominating an ethnicity champion from their group.