

LDPB Sub Group - ETHNICITY
13 Green Lane, Leigh.
2nd June 2008



Present: Raveen Walton, Bridget Whittle, Sharon Leadbetter, Jennifer Mills, Sadia Nawaz

Apologies: Angela Seddon, Michelle Hayes,

BME Development Worker

Raveen updated the group on the bid for the development worker, funding had originally been allocated for a twelve month period, but this has now been confirmed as a six months allocation. Additional funding allocation needs to be submitted for mileage allowance. Raveen is to meet with Angela Seddon following Angela's meeting with Bridget Hollingsworth, scheduled for the middle of June. The purpose of the meeting is to enable the group to be absolutely clear on what funding is available, and where the funding is allocated from.

The job description has been drawn up which will be distributed to all group members. An advertisement will be drafted and again distributed to the group. It is anticipated that the post will commence September 08 – March 08, and will be advertised in the jobs bulletin and informally within community networks.

Action Plan

The revised action plan has now been published on the website by Andrea Greally. The group agreed that this plan requires some amendments to enable realistic targets to be met. Following group discussions this to be amended and distributed to the group members.

SMART Standards

The group discussed and agreed the standards by which the action plan will be assessed and reviewed:

- Specific
- Measurable/Meaningful
- Achievable
- Realistic/Relevant
- Timely/Trackable

Terms of Reference

The terms of reference of the advocacy champions will be redistributed to all group members. This to be an item for the agenda at the next meeting.

Next Meeting

Scheduled for 7th July 2008, Green Lane, Leigh.

Agenda items to include; update of job description, review of action plan, terms of reference.