

Minutes

Advisory Board

Tuesday 29th January 2013
 1.00-2:45pm

Beacon Heath Children's Centre

In Attendance	Simon Bowkett (C) Janine Broomes Anne-Marie Summerfield Ruth Wilson Christine Cottle Tom McCulloch Cllr Ian Martin Laura Robinson Catherine Hill Jonathan Cordery Jonathon Furneaux Iona Fulton Debbie Jones	Interim chief executive Exeter CVS Children's Centre Family Support & Safeguarding Lead Business Support Officer/Monitoring CYPS Deputy Family Services Manager Programme Manager Action for Children area manager Exeter City Councillor Parent Forum Coordinator Volunteer Coordinator Volunteer admin assistant Health visitor Parent forum member Volunteer
Apologies	Stephanie Wilson Jo Drake Tony Barnes Simon Twigg Corinna Marvin Cllr Catherine Dawson Jackie Jackson Cllr Saxon Spence Sophie Cook Calendula Bowen Ann Brandrick	Parent Forum member HomeStart Children's Centre Finance Officer Locality Administrator – Exeter East & Mid Cedars NNI Lead Exeter City Councillor Head teacher Ladysmith Junior School Devon County Councillor Home Start Children's Centre advisor – Exeter, East & Mid Devon Children's Centre Operational Lead

Minutes of last meeting	<p>Minutes of 23rd October 2012 were agreed to be a true and accurate account.</p> <p><u>Previous Actions:-</u></p> <ul style="list-style-type: none"> • Health team are not in a position at the moment to co deliver a Solihull group, this will happen in the future. • Children's Centre and CYPS family intervention service are working together – co delivering Mellow Parenting group. • Open day for wildlife garden not happened yet due to weather holding up progress. Open day planned for Easter. • Report for 2gether was sent out with previous minutes.
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<u>ITEM</u>	<u>COMMENT</u>
Matters Arising	<ul style="list-style-type: none"> CC explained this would be Cllr Saxon Spence last meeting. Saxon has been a big support to the children's centres over the years and she will be missed. Children's centre gave Saxon an engraved vase with flowers and a card. Cllr Ian Martin will kindly deliver to Saxon.
Children's services manager	<ul style="list-style-type: none"> CC will be taking 1 month annual leave and 2 months sabbatical leave from 22nd February 2013. CC is continuing to work part time whilst in Australia via Skype and email, Tom McCulloch has discussed with Action for Children and Val Smith (Devon) Action. However, it is hoped that a peripatetic manager (Libby White) will be available for 2 days a week during April and May depending on demands for casual manager support in Devon. CC's buddy Children's Services Manager, Jane Kivlin will also be available to manage the gap in leadership. All children's centres managers have citrix so will stay in regular contact with CC. CC went through the key planning issues for both nursery and the children's centres. The nursery has a very strong leadership team and is currently doing very well and coming in with a surplus. 2gether places will slowly increase. Concerns regarding announcement today regarding childcare ratios – children's centres have not begun to think about the way forward with this. Need to have more information of proposed changes before any decisions can be made. Main point for the nursery and children's centres is what implication the budget will have. Budget will hopefully be announced at the beginning of February 2013. Children's centre leadership team have looked at several scenarios of different percentage cuts. Some staff have recently resigned which does take a little pressure off the staffing budget. A staffing restructure will occur during 2013. Children's centres will be working with Devon to look at unit costing; breaking down what a service costs and the impact of the service, Tony Barnes – finance office will take the lead in this. CC is interested at looking at Social return on investment. SB asked if an external organisation would be used to carry out this piece of work and suggested contacting Exeter University if we were. CC is only talking with commissioners at the moment but would very much like to look at the volunteer service first. SB has been working with Dr Andy Curtis who is the senior research officer at the institute for volunteering research and will put CC in touch with him.
Safeguarding & Family Support	<ul style="list-style-type: none"> Janine is now the lead practitioner for Exeter cluster (Beacon Heath, Heavitree & Polsloe and Whipton children's centres) and COS cluster (Clyst Vale, Ottery St Mary and Sidmouth children's centres) Janine explained the current figures on the quarterly Devon returns. Beacon Heath are 1/3 down on their CAF target, Whipton are on target, Heavitree & Polsloe have 1 CAF to go. The CAF targets are created by 1% of under 5's living in Children's centre area. Janine has asked the health team if they know of any families who would benefit from the CAF process. There is a noticeable difference between Whipton and Beacon Heath level 2 and level 3 cases; Whipton has a higher need for family support. Level 3 has Local authority involvement, level 2 has community involvement. Family workers have a new database system to input figures which links in with Devon's return sheet. Janine attended an 'Early help meeting' which is a joint agency meeting to discuss tier 2 families (CAF families). Janine found the meeting very helpful but is concerned about families who do not get mentioned; Janine will follow up this concern with Devon. Housing had a lot of information and MASH has never fed back before so this was helpful. 1 safeguarding issue at Beacon Heath children's centre; childcare workers whilst completing the health and safety checklist in the garden found a used syringe and a dog faeces bag. Janine has reported this to local PCSO.

	<p><u>Parenting Groups</u></p> <ul style="list-style-type: none"> • Solihull Parenting group (Evidence based, looking at relationships between parent & child, emotional and social aspects) currently has a waiting list; this group is alternated around the 3 centres termly. The group is perfect for families with young children. <p>ACTION Janine to explain the children's centre role – what services we can/can't offer.</p>
<p>Operational Report (Ann Brandrick)</p>	<ul style="list-style-type: none"> • AB is currently on annual leave, CC highlighted parts of Ann's report. • Children's centres are offering a full programme this term. • Working with Exeter Community Trust, Exeter College, Barclays – Money Skills, Flying start children's centre. • CC has spoken with CB regarding adult education – North Devon children's centres are working with Devon Family learning, CB has requested Devon Family learning work more with children's centres. • Community Learning Trust – children's centres must have a presence at all the meetings. • 2gether sessions – full (73 children placed) with a waiting list of 15. From September 2013 2gether sessions will become an entitlement to families, allocation will be in line with free school meals; very likely the coordination will be taken away from children's centres. Scheme has been very beneficial with identifying families requiring additional support and advice. • Demand for childcare to support our services, very difficult as very costly sessions to run. • Antenatal sessions – New format working well. Would like to offer targeted Here's Looking At You Bump course earlier in pregnancy for more vulnerable families, this would ease them into our services including antenatal sessions. • Baby Massage voucher system is working very well, both Beacon Heath and Whipton sessions very busy. Numbers are being monitored. • Breast feeding – Naomi Semmens will be going on maternity leave March 2013, lots of children's centre staff are now BFI trained (Bay Friendly Initiative). Timea Papai (Early year's worker) is currently training as a peer supporter as she runs new baby groups. • Staff are receiving training for speech and language development, New EYFS and 2yr assessments.
<p>Monitoring</p>	<ul style="list-style-type: none"> • All 3 centres have met their target for registrations. • Reach to targeted LSOA's is slightly under target for a few of our areas. The children we are not seeing are children aged 3 - 4years old. We have got a very good reach to 0 - 3 years children in our targeted LSOA's. • Anne-Marie to gather figures for Stay and Play group at Beacon Heath. Session has become increasingly busy and is now too busy for the children and families to get the maximum from the group; workers believe there are a lot of families accessing the group who are not living in our cluster area. All families with a child under 5 are entitled to attend any children's centre but children's' centre staff are concerned if the group gets too busy this will put off our more vulnerable families who would benefit from attending the sessions. Senior management team will discuss options available.
<p>Finance</p>	<ul style="list-style-type: none"> • Cluster is showing an overspend of 4k, Tony is monitoring and steps in place to ensure the clusters breaks even at the year end. • Tony has asked Devon the possibility of reporting to them as a cluster as the advisory board receives a cluster report. It is also a very time consuming task to accurately split costs across the 3 centres. • Grants have still not been finalised.
<p>Volunteers</p>	<ul style="list-style-type: none"> • Open session for potential volunteers, only 3 attended 2 of these have nearly completed the volunteer course. • Volunteer course delivered at Clyst Vale children's centres this term. 11 learners started the course, now only 7 remain to complete the course. CH and JC will be looking as to why drop out rate is higher, could be location? • CH and JC attended volunteer coordinators meeting. Action for children is thinking of changing the way the volunteer course is delivered, at the meeting the possibility of using modules was discussed.

	<ul style="list-style-type: none"> • A big thank you to all the volunteers for their contribution to the children centres. • Data charts supplied displaying volunteer hours.
Parent Forum	<ul style="list-style-type: none"> • A celebration event will be held at Beacon Heath children's centre, Tuesday 12th February, 1.00 – 2.30pm all are invited to attend. Cllr Ian Martin will attend to hand out certificates. • ACTION - Laura to contact Express & Echo and Action for children press office for media coverage. • All children's centres in Exeter joined forces to co deliver a play day in the park at Belmont Park during October half term 2012. The day was well attended and another date will be made for August 2013. • Parent Forum has played a bog part in assisting RAMM become child friendly and has held several sessions for families. • 8 learners successfully completed speaking up level 2 course. • Parent Forum is now 10years old. Group have seen a lot of changes and now only meet once a month. Their focus is fundraising. • Laura will be leaving at the end of March; members thanked Laura for her contribution and wish her well for the future. Ann Brandrick will take on the operational part of Laura's role – organising groups.
AOB	<p><u>Exeter City Council</u></p> <ul style="list-style-type: none"> • Cllr Ian Martin explained Exeter city council will shortly be contacting all residents asking them to sign a register to obtain cheaper energy tariffs. IM will give more information very soon. • Co-op has taken over the old Wilkies store at Beacon Heath. <p><u>Health</u></p> <ul style="list-style-type: none"> • New child health clinic will start at America hall Pinhoe on a Tuesday afternoon. • 40 new health visitors to be trained across Devon. <p><u>CYPS</u></p> <ul style="list-style-type: none"> • Ruth Wilson will hopefully hear in the near future what will be happening with the Family intervention Project, fears it will be cut.

NEXT MEETING

Tuesday 21st May 2013

1.00 – 3.00pm

Partnership Board meeting

Beacon Heath Children's Centre