

Minutes

Advisory Board

Wednesday 11th June 2014

9.30am-1:00pm

Beacon Heath Children's Centre

<p>In Attendance</p>	<p>Simon Bowkett (C) Janine Broomes Anne-Marie Summerfield Tony Barnes Christine Cottle Catherine Hill Mandy Lane Richard Cummings Adam Daley Corinna Marvin Heather Woolven Rob Newby Debbie Jones Jen Harris Beth Medlock Gemma McHutchon Kelly Allan</p>	<p>Chief executive Exeter CVS/Chair of meeting Children's Centre Family Support & Safeguarding Lead Business Support Officer/Monitoring Children's Centre Finance Officer Children's service manager Volunteer Coordinator Children's Centre Operational Lead Isca church community worker Business support officer (BHCC) Cedars NNI manager Beacon Heath Team Lead Deputy Lord Mayor of Exeter Parent Community Representative Parent Community Representative Parent Community Representative Parent Community Representative Parent Community Representative</p>
<p>Apologies</p>	<p>Tom McCulloch Jonathon Cordery Helen Trout Ruth Fewings Vanessa Foweraker Jackie Jackson John Bryant Catherine Dawson Rosie Denham Rachel Sutton Maria Alford John Bryant Fiona Garden</p>	<p>Action for Children operational director manager Business Support Officer & Volunteering (WCC) Parent Community Representative Parent Community Representative Parent Community Representative Ladysmith Junior School Children's Centre Advisor District Councillor District Councillor District Councillor Parent Community Representative DCC Children's Centre Advisor Exeter CVS</p>
<p>Acronyms</p>	<p>AFC BME BSO BHCC CAADA CAF/DAF CC CCA CCT CIN CLL CP CSM</p>	<p>Action for Children Black minority ethnic Business Support Officer Beacon Heath Children's Centre DASH Risk Assessment Common Assessment Framework/Devon Assessment Framework Children's Centre Children's Centre Advisor Children's Centre Teacher Child in need Communication, language and literacy Child protection Children's Services Manager</p>

DCC DSO DSCB E & D EAL EHLE ELLP ESTART EYCS EYFS FSP FSW H&P LP LSOA OL MARAC MASH PD PHNT PSE SW TAC WCC	Devon County Council Designated Safeguarding Officer Devon Safeguarding Children's Board Equality and Diversity English as an additional language Early home learning environment Early Language Lead Professional Data base used by Devon children's centres to track attendance etc. Early Years and Childcare Service Early Years Foundation Stage Foundation Stage Profile Family Support Worker Heavitree and Polsloe Children's Centre Lead Practitioner Lower Super Output Areas (a geographical area that covers 1500 population) Operational Lead Multi-Agency Risk Assessment Conference Multi Agency Safeguarding Hub. Physical development Public Health Nurse Team Personal, social and emotional Social worker Team around the child meeting Whipton Children's Centre
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Minutes of last meeting	Minutes of 13 th February 2014 were agreed to be a true and accurate account.
<u>ITEM</u>	<u>COMMENT</u>
Matters Arising	<ul style="list-style-type: none"> The Children's Centres SLT did not discuss the possibility of a parent forum or sub groups for fundraising so this is carried forward. <p>ACTION Children's Centres SLT to discuss possibility of a Parent Forum or sub groups for fundraising</p> <ul style="list-style-type: none"> Christine Cottle is attending a meeting with the Action For Children fundraising department in July. There is an active parent fundraiser for Whipton Children's Centre. Advertisements for additional volunteer fundraisers were considered. <p>ACTION Catherine Hill to take forward.</p> <ul style="list-style-type: none"> Jonathan Cordery to put Pinhoe Health Clinic poster on facebook and the website – Complete Simon Bowkett to give Hamish Duncan's contact details to Adam Daley – Complete. The Health Centre is now displaying posters for the Pinhoe Child Health Clinic.
Safeguarding & Family Support (Janine Broomes)	<ul style="list-style-type: none"> CAF targets are 46 for the year. This target is not being achieved; however, the family support team are working with a high amount of families open to social care and prioritise these families. Solihull parenting classes have been run in each of the cluster's areas and are also available to parents on a one to one basis where needed.

<p>Safeguarding & Family Support (Janine Broomes)</p>	<ul style="list-style-type: none"> • Solihull was explained to the Advisory Board – a ten week course with childcare looking at the child’s and the parents’ emotional needs and support. • Tracking paperwork has found that parents making the most progress use a combination of Solihull and counselling services. • The family support team have worked with 65 children over the past quarter, 35 of these have CP plans and the rest are CIN. • The majority of referrals come from the health team and children services. • The target set by Devon County Council is to attend all CP meetings. All meetings were attended in WCC and H&P. All but one was attended in BHCC. It was noted that occasionally letters informing of meetings arrive after the meeting has taken place. • Reach to priority groups: mental health and domestic violence issues are common with the families worked with and so it is important that the family support team meet the needs of these parents; the cluster’s counselling services are being retained as a result. The counselling services are connected to family support and have childcare available. Parents who combine Solihull with counselling are found to progress the quickest. • Simon Bowkett suggested that Tim Frances (Mental Health Lead) could be invited to the Children’s Centres. <p>ACTION Janine Broomes to take forward.</p> <ul style="list-style-type: none"> • It was noted that counselling looks after the parents’ needs, allowing family support to concentrate on the children’s needs. • Heather Woolven noted that a recent MASH audit found that the impact on the child is commonly overlooked. • A self-audit tool is used by the family support team to ensure that safeguarding is audited (ensuring training is up-to-date etc.). <p>ACTION Adam Daley to include the self-audit tool with these meeting minutes.</p> <ul style="list-style-type: none"> • An issue with transition documents was brought up in an audit (documents made when families move between services) in that they are not being used. Instead, files are passed on with comments that are added to by the Children’s Centre if relevant. The family support team are going to start using transition documents. • Mapping and tracking of children is discussed in meetings between the family support team and health and social care. • Simon Bowkett noted that feedback from private sector tenants shows that there are a growing number of families moving around in the city. Private landlords can increase rent at will, which is a problem for some families. • When referring out the family support team use a carder risk assessment; if the family score highly on this (e.g. mental health issues, domestic violence) they are put on to the Multi Agency Risk Assessment Conference and then on to MASH. This can cause difficulties as there are multiple agencies to go through who often change, which can be a challenge for family support staff to keep up with. • Simon Bowkett suggested that the Future Learn Website offer a free training course run by Universities called ‘decision making in a complex world’, which could be helpful: https://www.futurelearn.com/courses/complexity-and-uncertainty • Rob Newby inquired about how the needs of minority families are met and gave an example of a Muslim Afghan woman finding it difficult to link with other Muslim cultures – The Children’s Centres link in with other services to support them; however, it is sadly often the case that husbands can prevent wives from accessing these services. • Heather Woolven noted that she worked with Afghan families ten years ago and in that case found the husbands to be welcoming.
<p>Operational Report (Mandy Lane)</p>	<ul style="list-style-type: none"> • There is going to be a 15% cut in the cluster’s budget over the next two years on the back of regular yearly cuts. • The cluster is given yearly service plans from Devon County Council and is commissioned to do Solihull and Here’s Looking At You Baby sessions. Everything

<p>Operational Report (Mandy Lane)</p>	<p>else is an add-on, however, feedback shows that the cluster’s universal services are appreciated by parents and enable the cluster to get new parents in the door, so there is a strong desire to keep these services running.</p> <ul style="list-style-type: none"> • Over the past quarter the cluster has held ‘book buddies’ sessions in local libraries that support early reading, writing and language delivering the bookstart corner programme for 1-2 year olds. In Whipton five families attended the session and in Beacon Heath one family attended and joined the library as a result. Working with Pinhoe library highlighted that the local bounce and rhyme group has been unable to run, and so the cluster has been able to help by running a monthly session at the library. • The Pinhoe Health Clinic is seeing 8-12 families a week and some families are coming just for the play session that runs alongside it. • The cluster’s reach and registration levels are being reviewed since timetable changes and there appears to be no notable changes in levels since the Stay and Play sessions have changed from fortnightly to monthly. • The cluster ran a session with Dance in Devon that was well attended. • Antenatal groups are back in Children’s Centres from July: 2 will run in the Children’s Centres; 2 will run in hospitals. The sessions give parents support early on and receive positive feedback. A number of peer supporters have expressed an interest in attending the sessions. <p>ACTION Mandy Lane to provide peer supporters with updates and prior notice for the antenatal sessions.</p> <ul style="list-style-type: none"> • Monthly Saturday reunion sessions are to be reintroduced for antenatal parents. • It was noted that Beacon Heath area midwifery has the largest workload in Devon. This is largely due to the geography of the area causing a wide spread. • A recent breastfeeding support training course has taken place, meaning that there are now new breastfeeding peer supporters in place. • The cluster worked with Learn Devon to provide courses at Whipton CC, however, the courses could not be sustained because there were not enough learners. • Exeter CVS and Bicton College are working together over the next academic year to put together some adult education courses. It would be beneficial for the cluster to remain informed on this as updates arise. • The cluster provided activities at the Respect festival, registering new families and giving information on services. • 6th August there is a playday at Belmont Park. The cluster is running this event with ECI and Merry-go Round Toy Library, and will be providing activities on the day. (Update since the meeting: the Lord Mayor of Exeter will be attending).
<p>Finance (Tony Barnes)</p>	<ul style="list-style-type: none"> • There has been a £7,000 overspend for the year, which will be absorbed by Action for Children • There has been a £25,509 cut to the budget this year, and a further £50,000 will be cut over the next two years. <p>Further details are discussed in the primary minutes.</p> <ul style="list-style-type: none"> • It is unlikely that the cluster will meet the full £25,509 cut target for this year as there is little left to cut in the immediate term except staff, and if staff are cut then the cluster would not be able to fulfil the DCC contract. There is no slack for picking up work if staff leave. • Simon Bowkett suggested looking at new sources of income. If a group is constituted then funding applications can be put forward e.g. Reaching Communities fund with Big Lottery, feasibility funding, ward funding. • An idea for a health and nutrition link with Exeter University was brought forward as a possible avenue for a funding bid. A joint bid with ISCA church was also considered. Grants allow staff costs to be taken away from core costs and so would ease the overall

	<p>budget.</p> <ul style="list-style-type: none"> Christine Cottle is meeting with the Action for Children fundraising team in July and will be discussing ideas with them. <p>ACTION SLT (Senior Leadership Team) to consider funding ideas and feedback progression at the next meeting.</p>
<p>Monitoring (Anne-Marie Summerfield)</p>	<ul style="list-style-type: none"> The registration target set by DCC is 78% of children under 5s registered in each area. The cluster's registration figures from last quarter to this quarter are as follows: BHCC: was 87% now 90% WCC: was 79% now 86% H&P: was 88% now 89% The increases may be as a result of the cluster's increased focus on publicity; the cluster is working closer with the health team; there is now a Children's Centre worker present in Beacon Heath child health clinics. The LSOA reach target set by DCC is 65%. Beacon Heath now has only 2 LSOA areas: E01019990 is Lancelot, Pellinore, Top of King Arthurs; and E01019991 is Beacon Lane, Summer Lane, Bottom of King Arthurs. They are at 67.74% and 63.16% reach respectively. Whipton also has two LSOA areas: E01020037 is Lloyds Crescent, Hillyfield, Leypark; and E01020039 is Blackthorn Crescent, Birchy Barton, Vaughan Road. These are at 68% and 48% reach respectively. E01020039 has dropped by 20% since January. It was noted that areas with few families in them can drop rapidly when only a few children grow past five years old or move out of the area. At the Children's Centre operations meeting it was agreed to run open days in the summer holidays that include older children to attract more families. Door knocking and leaflet dropping to invite families to events results in an increase in attendance. This will take place in our LSOA areas before summer open days. RC inquired why the number of LSOAs the CCs cover have been reduced. The target areas were originally increased in size by 30%; however, the Cluster did not have the resources to cover all of the areas, so DCC cut them back to concentrate on the most deprived areas. The cluster is seeing a lot of 0-1 year olds, but the amount of 1-3 year olds is dropping off. 4-5 year olds often go to other services. The 0-2 years universal support is an important part of a child's development, and so it is important for targeting. The comparison charts handed out in the meeting show that from April until the end of May 72 children living in the Beacon Heath area have been to the Stay and Play. Two one-off fathers' events were held in March. There were fathers present from out of the cluster area. The cluster's priority groups are: <ol style="list-style-type: none"> Families who have a plan (CIN, CP, DAF) Targeted families (TFS service) Families where this is domestic abuse/drug and alcohol abuse Parents suffering with mental health issues Families living in social isolation Families with vulnerable 2yr olds Vulnerable fathers Vulnerable lone parents Breastfeeding statistics for the cluster's areas for 2013/13 have been made available and are as follows: H&P: 137 births, 105 of these were breastfed at birth, 91 were still breastfeeding at 6 to 8 weeks. Whipton: 71 births, 39 of these were breastfed at birth, 35 were still breastfeeding at 6 to 8 weeks. Beacon Heath: 242 births, 158 of these were breastfed at birth, 133 were still breastfeeding at 6 to 8 weeks.

<p>Participation team Inc. Volunteers (Catherine Hill)</p>	<ul style="list-style-type: none"> • Volunteer hours from 1st January – 22nd May <ul style="list-style-type: none"> -BHCC: 409 hrs -Cedars nursery: 80 hrs -H&P: 206 hrs -WCC 278 hrs • Total 1264 hours given by volunteers across the two clusters of Exeter and East Devon. The Office For National Statistics' 2011 Annual Survey of Hours and Earnings puts the average full-time hourly wage of UK employees at £11.08 an hour, which equates to £14,005.12 volunteers have saved the clusters in employee time. • Exeter volunteers are involved in the Maternity Services Liaison Committee meeting. Catherine Hill noted that the cluster is fortunate to have committed and influential volunteers. She added that volunteering empowers people and provides them with confidence. • The Exeter team day was attended by a volunteer. • 13 learners have come through the recent volunteer training, which continues the week after the Advisory Board meeting. • The cluster is working to increase its Facebook presence. As a requirement of the Action for Children online publicity risk assessment the cluster will need to run e-safety courses for parents. SB noted that the Nominet Trust fund training sessions for e-safety and the cluster could look into this resource. <p>ACTION SLT (Senior Leadership Team) to organise e-safety classes for parents.</p>
<p>Local Authority Review</p>	<ul style="list-style-type: none"> • Instead of 43 Children's Centres, Devon is considering having 7 Children's Centres across Devon and 1 in Exeter. • DCC has set a list of principals for Children's Centres to: remain accessible; keep a service open to all; give families flexibility; provide early health assistance; work cooperatively with other organisations e.g. health team and job centre plus. • The Council would like money to be spent on supporting young children families (i.e. staff work) rather than funding buildings. This is being targeted in proposals and they are looking at reducing the amount of buildings. • Buildings would not be sold off; instead they would be made available for community organisations to take over. • Tendering for Children's Centres is happening in North Devon first, then South Devon, and the Exeter in 2015/16. However, the Cluster needs to reduce its budget before then, so money saving proposals will be considered before the tendering period. • DJ attended the DCC Exeter consultation event, and it was promoted on the Cluster's Facebook and website. • There have been other consultations with parents at the Cluster's groups, which have been passed on to DCC. • SB: in the Devon Strategic Partnership meeting it was noted that the consultation needs to take into account how long it takes to implement change.
<p>Partner agency updates</p>	<ul style="list-style-type: none"> • SB noted that Exeter Councillors now have Facebook pages, which could be a useful link for the Cluster. Also 'The Day We Played Brazil' production at the Northcott theatre is having a charity collection bucket on each night – there might be an opportunity for the Cluster to collect money on one of those nights. <p>ACTION CH to contact SB if volunteers can be recruited to collect money at one of the performance nights.</p> <ul style="list-style-type: none"> • The Health Team are seeking feedback from parents. They have been using token boxes to collect ratings; however, they are not getting comments back. They have a questionnaire for parents to fill in. <p>ACTION HW to send the questionnaire to ML</p>

ACTION CH to take the questionnaire to outreach.

- ISCA church are involved in a summer fete on St James School Top Field on Saturday 19th July 12pm-3pm. There will be a bake-off competition amongst other attractions.

ACTION Children's Centres to display posters of the fete.

Volunteer Celebrations proceeded the meeting

**Next Advisory Board meeting
Wednesday 12th November 2014
10.00am – 12.00pm
Beacon Heath Children's Centre**