

South West Warwickshire - Group Advisory Board

Venue: Stratford Children's Centre

Date/Time: Tuesday 7th February 2017 - 10.00 - 11.30

ITEM	ACTION
<p>Welcome & apologies</p> <p>CJ chaired the meeting and welcomed all. Introductions were made.</p> <p>Apologies were received from Graham (GL) - Children's Centre Manager, Beverly B - Trustee & Elaine - Polkadots</p> <p>The previous minutes were agreed after a query from NG re: Action - NG to look at nurseries. CJ said that CCC would contact nurseries in the Stratford area after liaising with SCC to see which had been visited already by EYFW'S.</p> <p>CJ explained to the new members of the board how Children's Centres support the 2 Help scheme with nurseries and provide information, Bookstart and Benefit checks. Warwickshire Welfare Rights provide benefit checks and CCC can use this service as their reach area comes within their criteria. SCC is now able to access this service again.</p>	
<p>Children's Centre Targets & Data (Profile)</p> <p>The Parenting Project Priority Target Groups are listed below and have been agreed with WCC</p> <ul style="list-style-type: none"> ● Under 5's in families experiencing or affected by emotional and mental health including substance misuse. ● Under 5's in families experiencing economic and social disadvantage . ● Under 5's in families affected by Domestic Abuse. <p>All managers now manage two Children's Centres within the Parenting Project. CJ explained the data and the increase in population from the distributed data sheets and that the PP children's centres were above average across the board with WCC (Warwickshire County Council). Further discussions took place giving more detail</p> <ul style="list-style-type: none"> ● PP provides free counselling sessions for a period of 12 weeks 	

<ul style="list-style-type: none"> • CCs work with the Refuge and provide family support for those families with DA. SCC have regular drop-ins for DA. • Sam explained further support for issues with parents experiencing these DA issues • CCs are an open door to signposting to other agencies offering support • Breastfeeding support is offered in each Centre with one person, at least, trained in this at each Centre • Good levels of development recorded at the end of KS1 and these tied in with school readiness. This was explained to parent members attending. SCC plan two sessions in the summer holidays for school readiness. 	
<p>Centre Updates</p> <p>ACC (Alcester) 13 x open cases 2 of which are Triple P support & 1 is Early Help (formerly CAF). There are no Child in Need or Child Protection cases.</p> <p>Sam said that within the Alcester Heath Visitor Team CP cases are high where they are low at ACC</p> <ul style="list-style-type: none"> • All regular groups and courses going well • New group called Bop Tots was started in November and this is proving popular as a more physical group including music and actions • In discussion with health visitors and in recognition of the growth of Bidford, looking at developing a ‘hub’ in Bidford which would provide a more sustained approach to outreach. A suitable venue to replace the existing venues will need to be found so that all services can be delivered one day a week at the same site. • REAL has been a commitment to services for 2-5 year olds in support of literacy and school readiness. REAL is also being delivered in StCC • Data for ACC as a whole has improved for quarter 3. There are some exceptions in some SOAs such as Salford Priors and Dunnington. Work is now being developed to address this. • A new Children & Families Network meeting has been set up to meet quarterly with a range of providers across the reach area. The first meeting was on 31st January 2017. <p>STCC (Studley) 15 x open cases of which 3 are Early Help (CAF). There are no Child in Need or Child Protection cases.</p> <ul style="list-style-type: none"> • StCC piloted the Malachi programme and positive outcomes were reported • A new Children & Families Network meeting has been set up to meet 	

quarterly with a range of providers across the reach area. The first meeting was on 1st February 2017

- The initial 'Dads in the Womb' questionnaire was piloted in Studley and this has provided data along with questionnaires from other CCs which will lead to a training and awareness workshop on 22nd March and repeated on 30th March. Each session will be an opportunity for an EYFW/Manager from each CC to attend and begin to take on the role of 'fathers' champion' for that CC.
- The new HENRY programme will run from 1st March 2017 at StCC
- All other groups are running successfully at both StCC and Henley Hub. A review of the use of Henley Hub will need to take place to ensure that this is the most effective use of resources in this area.
- Data for StCC in terms of registrations has dropped significantly during quarter 3. An investigation with our health visitor colleagues is taking place to address this.
- During February half term the outside area and pathway leading to the centre will be having a makeover

SCC - (Stratford)

20 x open cases with a further 2 waiting to be allocated. 1 of these cases is Early Help (CAF) and 2 are Child Protection

- All regular groups and courses are well attended. We have additional cover from another centre for Baby Massage due to long term staff sickness
- We currently have reduced admin/front desk cover due to maternity leave
- Our Cook Together course continues to demonstrate good outcomes for children
- We are hoping to have the REAL programme in the next term, they work with the whole family supporting 2-5 year olds in literacy and school readiness
- Our registrations have dropped in Tiddington and Alveston reach areas and we have decided to re-introduce welcome packs and will monitor their effectiveness in increasing registrations in these areas.
- We have secured funding to offer counselling in Welford on Avon, we hope this presence will also increase our profile and in turn registrations

CCC (Clopton)

14 x open cases 2 of which are Child Protection and 1 Early Help

- We have 2 sessions of both Baby Massage and Baby Chatter Matters and have Baby Play every Tuesday, with a health visitor available during that session once a month.

<ul style="list-style-type: none"> ● Save a Baby's Life is popular at CCC ● The outreach group at Tyler House is busy though clinics have changed this quarter and there is no longer an early weeks clinic. Sam explained the need to change clinics this year is to make best use of health visitors' time ● A new music and movement session to start at CCC but is affected at the moment by staff long term sick leave ● REAL programme to start at Easter at Tyler House <p>CJ explained the volunteer recruiting process after a question was raised.</p>	
<p>Partner Service Update</p> <p>Sam talked to the board about health visiting redesign due to the budget cuts. They offer a universal service for children up to the age of 5. They are looking at different pathways and are moving towards using smartphones and electronic records in the future.</p> <p>The organisation will be going out to tender in September and will know the decision in April 2018</p> <p>Baby Steps session are taking place more in the north of the county and the new course HENRY is taking place all over the county although there have been some teething problems</p> <p>NHS Facebook page can be accessed for up to date information</p>	
<p>Fundraising - Ian Thompson</p> <p>Ian attended a seminar in London organised by the Directory of Social Change. The session was run by Kathy Roddy who is a specialist in fundraising and the role of Trustees.</p> <p><u>Trustee Responsibilities</u> within the fundraising area</p> <ul style="list-style-type: none"> ● To fully understand what fundraising actually is, and have an agenda item at every Board Meeting ● To help maximise the income to the charity ● To ensure fundraising is carried out within the law and complies with best practice ● To assess and manage ethical and reputational risks associated with fundraising activities ● To ensure there is a 3 - 5 year documented fundraising strategy that promotes the long term sustainability of the organisation ● To agree a fundraising budget ● To support and ensure the continuous development of fundraising staff ● To support fundraising endeavours as follows: <ul style="list-style-type: none"> - Providing moral support - Attending events - Providing access to networks 	

- Donating as appropriate (?)

The following important principles of fundraising activities were raised and discussed:

1. Fundraising is actually 'friendraising'. It is very important to build up relationships with donors and thank them for their donations. In this way the donors would be more likely to continue to offer money and support and would spread the message more widely
2. A charity must have a mix of fundraising projects, so that we are not reliant on only one source of giving. This should also include skills the charity can sell.
3. The costs of fundraising should be seen as an investment rather than a cost.
4. Legacies provide the best return. On average, for every £1 invested the return is £38
5. Following a Government review prompted by bad media press, there is now more legislation surrounding fundraising and all staff involved should be aware of the following:
 - Charities Act 2011
 - Charities (Protection & Social investment) 2016
 - Direct Marketing Regulations which now insist upon the public having to 'opt in' for direct marketing from any organisation rather than the practice of 'opt out' which has been prevalent in the past.

The meeting concluded with the viewing of an excellent film from the USA which makes the case for making fundraising an important and inherent part of a charity's strategy. I would suggest this should be viewed at a Board Meeting. The reference is Dan Pallotta - Ted Talk

Discussion took place regarding fundraising and there were several ideas brought forward from the parents at the meeting. Our CEO EJ is already looking into Lottery bids and Children in Need but the application forms are complex and time consuming.

Lucy suggested a stall at the Stratford River Festival to raise the profile of the Parenting Project and the Children's Centres. She felt that parents could run this, giving out information and timetables.

Lucy also suggested forming a 'Friends of the Parenting Project' group which would be a charity in it's own right and therefore able to apply for funding on it's own. This would take the fundraising away from the staff to free them for their work and be done by parent volunteers, who wouldn't have to have the rigorous training that those working in the Centres have to complete.

<p>A.O.B. Query regarding attendance at groups from 'out of area' families. CJ said that any Warwickshire registration is ok. Sometimes the child is out of area but the grandparent in attendance is living in Stratford</p> <p>Own Books has funding from Stratford Town Trust to run workshops at SCC and StCC for re-using secondhand books</p> <p>NG read out an email from Vic Jones WCC</p> <p>"I wanted to let you know at the earliest point that we intend to extend your contracts to 31st March 2018. I shall be liaising internally to formally notify you in due course and start of our dialogue.</p> <p>This timescale supports our continued redesign work and public consultation to take place in summer 2017.</p> <p>I am still waiting for confirmation on the exact budgets going forward from the Budget meeting last week but have attached the One Organisational Plan shared on the day of the meeting for reference of the overall direction for WCC"</p> <p>NG explained that this means the contract is extended until 31st March 2018 but we will be unaware of funding until the end of Summer 2017</p>	
<p>Date of Next Meeting Tuesday 9th May 2017 at StCC or ACC</p>	