

## Group Advisory Board

Venue: Wellies Children's Centre

Date/Time: 25th April 2017

ITEM	ACTION
<p><b>1 Welcome and Apologies</b></p> <p>Nicky welcomed everybody to the meeting and everyone introduced themselves. Apologies given and noted that some people had not replied to the invite and a couple of emails need updating as email addresses have bounced back.</p> <p>The previous meeting's minutes were agreed.</p> <p>Managers explained to the parent representatives their roles and that they manage two centres.</p> <p>Caroline agreed to chair.</p>	
<p><b>2 Children's Centre Update</b></p> <p>The managers explained timetables and sessions to the parents. CV asked about if more groups could be put on at the centres. CJ explained that each centre only has 20 hrs opening, 15 for Clopton and WCC. The parents were unaware of the Family support that the EYFW's do at the centre. CJ also explained they are also champions with expertise in certain areas such as breastfeeding.</p> <p>Parents suggested other Parent led Toddler groups such as Muddy Puddles.</p> <p>Could we increase our marketing and push for parents to know what we do, maybe in Parent magazines such as Toddle about and even a shout out on local radio stations. JC was unaware that the Library did Rhyme time and Story Stomp, could we put these library activities on our timetable?</p> <p><b>Reimagining Children's Centre update</b></p> <p>Emma gave history behind Smart start report and leaflets to support our antenatal which Doctors and Barnados have been sharing.</p>	

<p>After going to the Commissioners there is a consultation planned for the summer time before the Tender is due in September.</p>	
<p><b>3 Performance Management and Data</b></p> <p>On Friday, quarter 4's data for the Jan-March period was submitted.</p> <p>Explained to the parent's reasons behind inputting data onto Softsmart and that we are measured on registrations. These provide important information such as deprived population, mental health issues etc.</p> <p>The data had been positive for our group and the under 5's. Recently started to measure for under 2's. This data will be used to predict the future of our centres.</p> <p><b>2 year funding</b> - As a Children's centre we support the WCC. Family workers offer support in helping families find a nursery. We are doing well.</p>	
<p><b>4 Parents Feedback</b> - Parenting project with the help of Caroline Jacobs have been redesigning our evaluations. They will be reported across the group and not individual centres now and reported back to Centre hub. This is to justify our existence and is very important. A chance to celebrate what we do.</p>	
<p><b>5 Safeguarding</b></p> <p>All of our family files go on to ECINS, which are electronic not paper files. These are restricted and locked down, another organisation may request access but none as yet. All staff, apart from Admin, are trained.</p> <p>WCC have had 1 referral to MASH, BV 1 referral and 2 green forms. Southam CC have 13 families and LHCC have 6 families, 2 CAF and 1 CP.</p>	
<p><b>6 Information Sharing</b></p> <p>VJ sent his apologies.</p> <p>Tracey and Jessica from the library service sent their apologies and expressed they continue to focus on the under 5's as a priority group. They will share our service delivery plan with colleagues to see where they might be able to improve on our working partnership.</p>	
<p><b>7 Date of next meeting</b></p> <p>Tuesday 12th September 2017 - 12.30pm at Badger Valley Children's Centre</p>	