

<b>AGENDA</b>	<b>ACTION POINTS</b>
1. Welcome and apologies	Michael Jarrett – Service Lead, Early Years and Development, , Donna Briggs – Senior Coordinator Family Learning, Anne Evans – Senior Coordinator Family Services, Bella Dean – Early Years Manager, Julie Francis - Children's Centre Family Services Officer,
2. Actions from previous meeting	Notes of previous meeting agreed.
3. Update re Head of Service	<p>Michael Jarrett introduced himself to the meeting as Service Lead, Early Years and Development . He is looking forward to working in Slough and ensuring there is the infra structure in place to enable Early Years to meet the challenge of the regeneration and new buildings in Slough that will attract new families.</p> <p>The FIS and SEND team have re-joined SBC from the Slough Children's Trust. . The FIS will sit within the Early Years Teams</p>
4. Terms of Reference	<p>Terms of Reference reviewed and will be reviewed on an annual basis every Autumn.</p> <p>Membership includes representation by JCP – they do have a duty under working together to work in partnership with Children's Centres but nationally there have been difficulties due to capacity within JCP – establish who the partnership manager is and invite to future meetings.</p> <p>Under additional membership to include 5 other service partners relevant to the priorities in the area this must become a standing item on the agenda for future meetings.</p> <p>Under Purpose of the Service Partner Network Meeting add:</p> <p>Link all tasks to Early Help Strategy – whilst also ensuring duplication with Early Help Collaborative is avoided. Remove Annual dialogue from list of meetings. With above changes the TOR were agreed</p>
5. Satellite Library Review	Satellite libraries based in Chalvey Community Centre, Vicarage Way and Wexham Road Children's Centres operating since 2011/12 have been subject to a review by an external company commissioned by the Library Service. The libraries based in the Children's Centres are self service,

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	<p>no library staff are based there and are delivered in partnership between Library and Children’s Centre staff. Data showed performance was low. Findings from the review are that all satellite sites add value to the service offer, they are all well used but not in the traditional library manner which is why they were showing up as under performing. Many families were observed to read the books together but as the books had not been borrowed they were not counted in library stats.</p> <p>Need to consider ways to informally count numbers, collect case studies and anecdotal evidence. 90% of book borrowing from the satellite libraries relates to children’s books.</p> <p>Link to service delivery plan to promote reading and interest in reading at every opportunity.</p> <p>Library and Children’s Centre staff are meeting to introduce the recommendations from the review including consideration of joint registrations, increase in EAL reading materials, linking reading material to adult learning and other services taking place in the Children’s Centre</p>
<p>6. Feedback re Slough Children’s Centre Advisory Board</p>	
<p>7. Local Area Collaborative Group</p>	<p>Local Area Early Help Collaboratives are now introduced to Slough in 4 areas, initial meetings have taken place to determine priorities with an objective of improving the effectiveness of early help support in local areas. The potential is to provide inter agency direction and governance of provisions and services for children and families at a local level. Services should be responsive and flexible to need of families with children initially under 11 years (they will be extended to 0 to 19 as they become more established). To provide a collaborative identity between statutory, private and independent partners that are best placed to address use of resources, taking an evidence based approach and reducing the number of referrals that fail to meet the threshold.</p>
<p>8. Performance Monitoring</p> <ul style="list-style-type: none"> <li>• <i>Evidence of impact</i></li> <li>• <i>Data to inform SEF / area priorities</i></li> </ul>	<p>SPNM to be used to gather local intelligence and data from partners to establish a regular cycle of identifying the priorities in order to determine services.</p> <p>Current priorities across Slough are obesity in children under 5/ take up of immunisations and reading. Consultation and research on activities and the impact they are having must follow.</p>

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<ul style="list-style-type: none"> <li>• <i>Parent feedback</i></li> <li>• <i>EY Providers' feedback</i></li> <li>• <i>Service Partner feedback</i></li> </ul>	<p>Parent Focus Groups were carried out jointly with the HV team, the focus was on information methods provided by the HV team including access to Duty HV by Telephone or E mail and potential for a skype support ,other questions related to safety in the home and local neighbourhood. Graphs of results attached.</p> <p>See attached SPNM reports.</p> <p>Family Services Officers are making contact with local PVI to gather intelligence on local area and ensure the PVI are familiar with who to contact for family support.</p>
7. Showcase – data/performance	<p>A template will be circulated prior to next meeting to record evidence of impact in each service area. Showcase the data in the Spring term, it will be reported to strategic meetings and reports to Cabinet about the difference we are making to address priorities in each cluster.</p> <p>Future meetings will be paperless, all info will be sent out electronically and shared at the meeting using the smart board.</p>
8. Services new to the area, any identified gaps and emerging needs	<p>HV – Commissioned out to Solutions4Health. Mobile and e mail contacts not yet in place.</p> <p>Punam – Building Family Bridges is a joint project- key partners DASH, Destiny Support, Home Start and Groundworks. Supporting people into training and employment. Designed to improve the prospects of families with complex needs.</p> <p>FIS – Continue to increase outreach, stats are still being analysed will show the trend for information in each area. – SEND Offer continues to be a priority, Local Offer Live event 23/11/17 9.30 to 1.30 at Singh Sabha. For professionals and parent/carers. All invited. FIS website to be relaunched</p> <p>P3- objective is to help tenants maintain accommodation not find it. Drop In every Monday and Friday 10 to 12. Staff team has reduced from 13 Support Workers to 3.</p> <p>WEA- 80% of WEA courses delivered through CC. Some places available on ESOL this term.</p> <p>I Talk – focus on home language. Summer term 2017 data related to 2240 children, Slough wide 19% were deemed to be at risk of delay in speech, sound and talk</p>

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9. Matters to report to Slough Children's Centre Advisory Board – meeting 31/10/ 2017 at 1.00pm	
10. Dates of next meetings:	Wednesday 24/01/18 3:45pm at EACC Summer term meeting to be agreed