

**SureStart Tameside Board**  
**Minutes of the meeting held on 15<sup>th</sup> March 2005**

**Venue:** Education Development Centre Lakes Road Dukinfield

**Those Present:** Lynn Barber Judith Bowen, Geraldine Buckley, Cheryl Eastwood, Caroline Gregory, Margaret Kelly, Julie Lord, Tina Lucas, Pat Mckelvey, Jill Saunders, Vicky Sharman Bob Shaw, Gideon Smith Joyce Swann,  
Part attendance Catherine Simensky and Lynne Craigs  
Note taker-Chris Trelfa

**1. Chair's welcome**

Gideon Smith acted as chair for this meeting and explained that Catherine Simensky and Lynne Craigs were attending the first part of the meeting to update the group on the work of 'Bookstart'. **Item 5** would be taken before **item 3** was discussed.

Gideon welcomed everyone to the meeting and asked the members of the group if everyone could introduce himself or herself for the benefit of Catherine and Lynne

**2. Apologies:**

Ann Bickerdyke, Vicky Cuddy, Anne Okwei, Elaine Sayer, Janet Thomas, Sue Ward

**Bookstart**

Catherine explained the history of the Bookstart scheme, which is a national project, started in 1992. The scheme was initially targeted at babies of 8 months old to encourage them to look at books, by giving the parents a starter pack of books. Booktrust, the national charity, which administers the scheme, has written to the authority to say that Tameside has a flagship scheme, and Lynne has been asked to mentor other schemes. After the Government paid for the 8 month packs, a second pack of books etc was given out to parents of children who were 18 months old. The Chancellor of the Exchequer has now extended the scheme to 3-year-old children, and from September they will receive their own 'treasure chest' pack.

Lynne then discussed the 'Vision for the Future'-she wanted a partnership approach and sees the PCT as being Key partners in the scheme. At present the Council funds one Bookstart post; SureStart funds two and a half posts and 7 hours are funded by Greenside. The scheme has now been given a further 14 hours funding by using money in the Bookstart budget, previously used for buying the packs. Instead of working solely within their own areas, Lynne would like to combine the hours of all the Bookstart staff, and enable them to work as a team covering the whole Borough. The SureStart posts have now been extended to 2008 to work with Children's Centres, but from 2008, only the council funded post will remain. Lynne explained when the Treasure Boxes are distributed, the Bookstart team have to be accountable for who they are given to. Officers go into schools to talk to parents; they visit settings and discuss the pack with the staff who then distribute the packs to parents/carers of 3 and 4 year olds

Instructions have been received from the Book Trust that the 18 month and 3year old packs can also be distributed through clinics.

It was agreed in principle that the new way of working (based on the 4 areas for Children's Centres) should be approved. Individual Programme Managers should consult their Board if there are any problems. Lynne is available to discuss the details with any programme manager. Lynne has planned that the Bookstart staff currently working in Sure Start areas will still be based in the same areas, to ensure continuity.

Bookstart is to become part of the core offer in Children's centres, so thought will have to be given to the continuation of the project after 2008.

Lynne should contact Janet Thomas urgently as she would be leaving in the near future. Tracy Wood who is based at New Century House will be replacing Janet.

**3. Minutes of the meeting on 26<sup>th</sup> January**

The minutes of the meeting were agreed as a true record

**4. Matters Arising**

Item 5b-Tina requested that the minutes from the Children's Centres Steering Group be circulated at each Board meeting.

Item 7. -Negotiations still in progress. Put as an agenda item for the next meeting.

Item 11-Speech and language input is ongoing.

Item 12-to discuss under AOB.

**5. Bookstart**

Reported at the start of the meeting

**6. Standard Reporting items**

**a) Objective 1: Improving the availability, accessibility, affordability and quality of childcare.**

Margaret presented a report giving information where we are up to now, in March 2005 and where we need to be by March 2006. Copies of the report were given out. Anyone requiring copies of the graphs giving figures on childcare places please contact Chris Trelfa for a copy. Bob informed the group a copy of the Annual Childcare Audit was available on the SS website. Margaret said objective one was on target

**b) Children's Centre Updates**

Jeanette Binmore has been recruited as the new Project Support officer. Capital deadline is March 31<sup>st</sup>. All capital plans are ready for the bids to be done. Deadline should be met.

Ashton Sure Start is ready to be handed over.

First draft plans have been drawn up for St Peters, which is the old Trafalgar Nursery site. Meetings have been held with the PCT, Chair of the Board, parents and architects. Agreement should be reached, hopefully, by Monday 21<sup>st</sup> March.

Waterloo site will be the old Wilshaw Nursery site.

Ridgehill will be on the school site.

Greenside-some work still to be completed.

Yew Tree and Oakfield School will be a combined site  
Haughton Green site will be based at Corrie Primary.

\* Jill expressed some concern with Waterloo. Tina assured her governance issues would deal with the concerns. Discussions have been held with many groups of people and these recommendations will be taken to the Children's Centres Steering group.

SSLP's have had confirmation that their jobs will continue to 2007.

**c) Children's and Young People's Strategic Partnership**

Decisions from the C&Y P's Services were being taken to the Programme Board tomorrow, 16<sup>th</sup> March.

The paper Cheryl had produced was accepted in principle

Zones were confirmed as being the same as the PCT Within the zones there would be some centrally run services and also area based teams.

The National Service Framework will be looked at over the next few weeks.

Caroline informed the group that the Service Level Agreements were almost complete. A report on Regeneration Areas will be taken to the next meeting of C&YPS

There are some multi agency events taking place in May.

A leaflet with information on the new JASPER information database is being produced, and will be available in the near future

**d) CIS Working Group**

Decision from the first meeting of the group was to set up a marketing group. This meeting is scheduled for 12<sup>th</sup> April. Margaret to report back at the next meeting.

**e) Quality Working Group**

Discussions have been held on the role of QTS within Children's Centres.

Judith will write up the results of the consultations.

The Quality Working Group felt QTS had a role to play within Children's Centres and in outreach areas. Their role is strategic rather than 'hands on'.

They also need to have a link to liaise between private day nurseries, schools and out of school clubs. Judith to write up proposals and a model to take to the next Children's Centres Steering group. Decision to be made whether a

person on consultant level rather than teacher status is required. Terms and conditions would need to be taken into consideration.

**7. Next Sure Start Tameside Full Partnership 13<sup>th</sup> April**

**a) Agenda proposals for the next meeting**

The ten year strategy would be the main item on the agenda. Geraldine would like to involve more parents and community representatives. Anne Okwei had contacted all the SSLP's who will ask their Board members if they would like to be involved. A planning meeting will be held with parents within the next two weeks to plan how the morning should be organised.

**b) Representations from Voluntary Organisations**

Geraldine asked that the Bangladeshi group, Barnardo's, a Secondary head teacher (go through TASH), Tameside Third Sector Coalition (ask Jo Baird for

a representative) could be formally invited to join the Board. This was agreed.

**8. Concerns over objective 2.4b**

Judith discussed various issues around this target, which made it difficult to report back by giving any figures.

Bob agreed to discuss this at the North West officers group meeting in April and report back at the next meeting of the Board.

**9. Training and workforce development**

Bob thought this was a difficult area to understand and suggested dedicated time should be allocated to flowchart the whole process.

It was agreed that Bob, Caroline and Margaret would meet to decide on the key players who could help map out the whole process. Information would be brought back to the next meeting.

**10. Speakeasy**

Geraldine discussed the leaflet that had been sent to all SSLP's regarding a 'speakeasy for parents course'. Funding for this has only been given for the next 18 months, and Geraldine was concerned it may need to be given priority, as it is a very relevant issue. Agreed to invite Gwyneth who is running the course to attend the next Board meeting. Geraldine will circulate information prior to the next Board meeting.

**11. Neighbourhood Road Safety Initiative**

Caroline informed the group that money from this initiative has now been given out to SSLP's, Greenside and for new Children's Centres. The use of the money would be discussed at the Children's Centres management team meeting and a report would be brought back to the Board after a six-month period.

**12. Service Agreement updates**

Service agreement for Emma Mcdonough has yet to be agreed between Human resources, Legal and the PCT. Gideon agreed to chase this with the PCT to get it signed.

**13. Any other business**

Thanks were given to Gideon for chairing the meeting.

Nominations for future chair of the Board to be sent to Bob Shaw by the end of April.

Pat Mckelvey mentioned CAMHS Initiative funding across Pennine Care with the Asian communities.

Julie Lord informed the group there had been a consultation on the Big Lottery Fund for extended schools, asking for play equipment.

Caroline spoke about the New Charter joint working and asked if social landlords could be invited to join the SS Partnership.

**14. Date of next meeting**

Thursday 12<sup>th</sup> May 2-00pm-4-00pm at PORTLAND BASIN