

Park Street & St Stephen Children's Centre Advisory Board Terms of Reference

Purpose of Advisory Board

The Advisory Board will be there to offer support and advice to Hertsmere Leisure as the Lead Agency. It will ensure that agencies work together effectively to improve all the five outcome areas of Every Child Matters for all young children in Park Street, Bricket Wood, How Wood, Frogmore and Chiswell Green and in particular for the most disadvantaged children.

Objectives

Working with local families, the wider community and local agencies to:

- Develop a shared vision
- Map current services for families in Park Street, Bricket Wood, How Wood, Frogmore & Chiswell Green
- Identify gaps in services
- Produce a clear timetable for the designation of the centre
- Develop a centre development plan

Deliverables

To deliver Children's Centre with a friendly and stimulating environment for children and their parents/carers, offering the following range of services:-

- Outreach services for isolated parents/carers and children at risk of social exclusion
- Information and advice to fathers/mothers/carers on a range of subjects including local childcare and early years provision
- Support to childminders via a quality assured network, but also support to other childminders in the area
- Activities for children and mothers and fathers/carers at the centre, e.g. stay and play, parent groups, drop-in sessions
- Links with Jobcentre Plus to encourage and support labour market participation by parents/carers who wish to consider training and employment.
- Access to community health services

Meetings

Meetings will be held initially every two months, with extraordinary meetings to be called if necessary.

Membership

Representatives from:

Hertsmere Leisure
St Albans District Partnership Team (CSF)
National Childminding Association
Local Childminders
Extended Schools
Primary Schools
Local Pre-Schools
Local Day Nurseries
Pre-School Learning Alliance
Local Mother & Toddler Group
West Hertfordshire PCT
Faith Groups
St Albans Homestart
CVS
Parish Councillors
Local Councillors
County Councillor
Parents/carers
PCSO's
Parents/Carers

In addition, specialist advisors may need to be invited on occasion for particular issues.

The Advisory Board will liaise with the following groups, as appropriate. They will include;

Maternity Services
CAMHS
Adult Learning
MENCAP
Speech Therapy Services
Women's Refuge
Grandparents Association

Lead Agency

Hertsmere Leisure is the Lead Agency for Park Street & St Stephen Children's Centre.

'The Lead Agency for each individual Children's Centre community will be responsible for ensuring the delivery of core services and the centre development plan. In addition to core services, Lead Agencies will develop services and plans in the context of the needs of their local community, other

partners from all sectors and most importantly children, parents and community groups’.

Hertfordshire County Council

Chair

At the first meeting we will ask for nominations for the Chair but in the meantime Liz Applin, Hertsmere Leisure Children’s Centre Director, will ‘act’ as Chair.

Decision Making

The Advisory Board has an advice and support giving role. Decisions should be made by consensus. Key decisions will be taken by Hertsmere Leisure in consultation with their Board of Trustees and the Sure Start Unit at Hertfordshire County Council.