

# Annual Report 2004/5

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Learning in the  
Community

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Part funded by ERDF

## Annual Report 2004/5

### Christine Aspinall - Project Manger

Running a Community Project at the heart of a multi deprived, multi ethnic area is not the easiest of tasks, and in particular our 'open door' policy leaves us dealing with many interesting and challenging situations. Our friendly and relaxed way of working with the public really does pay off - we make it look easy, but it is hard work.

Centre has been running at full steam over the last 12 months; we have had a full staff team and this has made a big difference; it has been quite remarkable what we have been able to provide for the community in terms of learning and activities.

At the end of this year, December 2005, our European funding comes to an end; this is the money that has enabled us to expand the project over the last 2 1/2 years from part time to full time. We are hoping to get an extension of ERDF until 2007 from an under spend and have applied to the Old Trafford & Gorse Hill Partnership Board to be considered. We know 6 months has been agreed verbally but up to this present time nothing has been confirmed in writing.

The production of Old Trafford News is continuing to be managed by the Centre and has slowly become an integral part of the work of the project, complimenting in many ways what we as a Centre want to achieve for people of the community re training, skills and capacity building. The OTN is getting a great response from residents, but once again it all depends on further funding to be able to continue. *(full report included on Page 9)*

Dealing with inputs, outputs, outcomes, numbers, monitoring and everything else necessary to enable us to provide this great community facility for the people of Old Trafford, you can sometimes forget there is a human angle to all this.

First and foremost, we do this because we care about people; and have touched and changed peoples lives in many different ways, from enabling them to join or rejoin the labour market, getting involved in community, finding friends, learning new skills, brushing up on old ones; teaching opportunities, in gaining confidence and self esteem, keep in good physical health, enabling and encouraging other groups, and pointing people in the right direction if we can't help; and much more.

Some of the softer outcomes, not always measurable, is that we have enhanced the quality of life for many, and hope to continue to do this as long as we are able.

## **Courses**

As usual, courses have been many and varied with the addition this year of

- Multi media, DTP layout & digital photography, for skills related to the production of Old Trafford News.

### ***Accredited***

- Assertiveness x 2,
- Dressmaking x 2,
- First Aid x 3,
- Desk top Publishing

### ***Non accredited = 25***

- Computers basic x 3
- Home Based DIY & First Aid x 3 ( NLDC funded)
- Basic skills mentoring,
- flower arranging x 2,
- Photography
- Stress busters,
- Ladies keep fit x 2
- sewing,
- Word Processing,
- Art x 2,
- Esol x 2,
- Spanish beginners & Intermediate,

***Other activities*** = Job Shop Sessions, Sports Drop in sessions, Yoga, Pot painting.

The majority of tutors are provided by our partners: WEA, ACL, NTC, VCAT, Some are volunteers and others paid from our main budget or from funds raised during the year.

## **Funding**

We continue to be partly funded by TMBC and have ERDF funding until December 2005; and have asked for continuation funding for a further 2 years at 40% from the under spend from Clifford (FEA) monies until the end of 2007.

An application has been made to Lloyds TSB for £30k further funding towards the next 2 years of the project.

This together with ERDF will enable the project to continue, and to build the financial reserves we need.

Funding has been secured for crèche provision from Council for Social Aid until end 2006

We are working towards replacing Erdf funding and have set up a Strategic funding group to look towards our future.

As a small organization we have had difficulties with our cash flow due to ERDF being paid in arrears. It is sometimes 6 months before we can get back what we have spent. We do have a budget and know when this is going to be a problem, but it is not ideal.

A lot of our time has been spent doing funding applications this year, in particular for the OTN as the original NLDC funding to set up ran out in June 04. The decision was made by the Management Committee in December was that we should concentrate on the Centre's funding needs as they should be priority at present, though we are now considering applying for ERDF T.A. money for OTN.

**Other funding secured has been from:**

*NLDC – 1<sup>st</sup> Aid/DIY 3 courses*

*CSA - Creche*

*Community Fund & NLDC - OTN*

*Children's Network Fund – Summer project*

*M&D Housing Assoc. – Pot painting and Sanders*

*(see project workers report, page 8)*

## **Numbers/Monitoring**

The number of attendances this year has increased. *(See page 5)*

4092 (2003) new members = 80

**5460 (2004) new members = 151**

In the first quarter of this year Jan – Mar 05 we had 1655 attendances, and 45 new members.

We are continuing to achieve our targets for ERDF. *(See page 6)*

## **Crèche**

Crèche provision continues to be available for people attending courses. The crèche has recently had an Ofsted inspection and been re registered. Our childcare provision has been termed as Good. There are only 3 levels: good, satisfactory, and unsatisfactory,

Therefore we are extremely pleased with our result. Credit is due to Lisa the Creche manager, as she does a marvellous job keeping up the standards. *(Full crèche report page 10 & 11)*

## **Staff/ Management Committee/Volunteers**

We have had a full staff team for 12 months and this has made a big difference to the smooth running of the project.

The team work well together and have regular monthly meetings to make sure we all know what's happening in all areas of the Centre's work and to aid communication which is crucial to team work.

A new annual staff appraisal system has been instigated this year involving 1<sup>st</sup> and 2<sup>nd</sup> stage reviews. It seems to work well, and helps identify any gaps for which staff need training.

We are committed to developing members of the staff team. And all members of staff have been on training this year to develop them in their jobs,

*Management committee* has met 9 times in the last 12 months. The members have been very committed to and supportive of the project and its aims. Members have grown considerably throughout the year dealing admirably with issues such as staff safety, funding, employment. The committee has been ably led once again by the Chair – David Wheeler, whose dedication and support has been very much needed and appreciated.

*Volunteers*- fall into 2 categories, those who serve on the management committee and those who dedicate their time to teaching and helping to run courses/projects including OTN, many do both. It is through the commitment of these people that we are able to run the project, in particular OTNews, and we do not underestimate or take lightly what they are able to offer.

## **Social Events**

*Black History BBQ* in the summer arranged jointly between us and the Jamaican Society was a great success; many people came to enjoy good food, quizzes, tom bola, raffles, good music and good company.

*Christmas Party* was a great festive occasion, Christmas dinner was enjoyed by at least 120 people, TAC over 50s group cooked the food and we organized a picture quiz and raffle. We raised £84 for the Rainbow trust charity.

*Volunteers/Staff 'Thank You'*- this was held at the Toll Gate this year, where all the staff and volunteers were treated to a buffet and free drink. People were able to mingle more freely than having a sit down meal, but the food could have been better. Photographic evidence shows that a good time was had by all.

*Red Nose Day*- Although not very well supported, the staff managed to raise £70+ by dressing silly, playing badminton and selling freshly baked red nose buns. Those who came were more than willing to be sprayed with red hair dye...amazing!

## **Thank you!**

To all who have supported and contributed to the Centre over the last year; its success is due to a wide team of dedicated people working together for the same purpose these include; Staff members, Management Committee, volunteers, and associates. (St John's Church; Board for Ministry & Society; Trafford MBC; VCAT; Workers Education Association; Adult & Community Learning; Helen Britton Associates; Lets Go Global; New Way Forward; M&D housing, Jamaica Society) just to mention a few.

We look forward to another successful year working in partnership with all of you.

Christine Aspinall – Project Manager

## MONITORING FIGURES

### JANUARY - DECEMBER 2004 (attendances)

	<b>Members 2004</b>	<b>New joiners 2004</b>	<b>Members 2003</b>	<b>New joiners 2003</b>
<b>January</b>	<b>395</b>	<b>37</b>	389	<b>7</b>
<b>February</b>	<b>499</b>	<b>10</b>	298	10
<b>March</b>	<b>676</b>	<b>10</b>	346+	4
<b>Total for quarter</b>	<b>1570</b>	<b>57</b>	1033	21
<b>Monthly Average</b>	<b>523</b>	<b>19</b>	344	7
<b>April *2wks only</b>	<b>279</b>	<b>7</b>	190	2
<b>May</b>	<b>566</b>	<b>14</b>	324	12
<b>June</b>	<b>546</b>	<b>2</b>	407+	5
<b>Total for quarter</b>	<b>1391</b>	<b>23</b>	921	19
<b>Monthly Average</b>	<b>464</b>	<b>8</b>	307+	6+
<b>July</b>	<b>369</b>	<b>12</b>	385	--
<b>Aug *1 wk only</b>	<b>28</b>	<b>-</b>	36*	--
<b>September</b>	<b>588</b>	<b>41</b>	483	36
<b>Total for quarter</b>	<b>985</b>	<b>53</b>	904	36
<b>Monthly Average</b>	<b>328</b>	<b>18</b>	301	12
<b>October</b>	<b>580</b>	<b>2</b>	564	4
<b>November</b>	<b>661</b>	<b>16</b>	468	--
<b>December</b>	<b>273</b>	<b>-</b>	202 (+40 Xmas pty)	--
<b>Total for quarter</b>	<b>1514</b>	<b>18</b>	1234	4
<b>Monthly Average</b>	<b>504</b>	<b>6</b>	411	1.3
<b>Total for year</b>	<b>5460</b>	<b>151</b>	4092	80
<b>Monthly Average for year</b>	<b>455</b>	<b>12</b>	341	6.5

Description	2002				2003				2004				2005				Total
	1	2	3	4	1	2	3	4	1	2	3	4	1	2	3	4	
No. of people assisted towards employment			54	37	16	11	42	5	26	17	18	6	18				250
No of people assisted towards employment (Female)			40	25	11	11	35	5	21	16	18	5	13				200
No of people assisted towards employment			14	12	5	0	7	0	5	1	0	1	5				50
No. of learning Centres			1														1
No. of people provided with learning support			216	76	64	87	114	13	40	24	40	6	25				705
No. of people securing employment			1	0	1	1	0	0	3	0	6	0	5				17

# COURSE FUNDING REPORT BY SANDRA BARBER PROJECT WORKER

Well another year over and what a year it was. Increased attendance and an abundance of administration and publicity work to get the community moving, and it paid off.

Attracting funding from NLDC - Neighbourhood learning in deprived communities (for those not used to jargon) created a stir within the Centre (St Johns). Finally, we managed to attract more Men into the centre to access a DIY course, thanks to the current overdose of Home improvement programmes on TV, as well as our offer of a free tool kit and First Aid certificate once they had finished the course.

The courses that evolved from this funding of £10,000 are collectively called Home based. Consisting of 3 x 9 weeks courses of DIY with a basic skill element and a chance to train and receive a certificate in First Aid for an appointed person. To date we have completed two of the three courses with a third, and last, in progress.

With the expertise training and support for students from HBA (Helen Britton Associates) a long term training provider and companion of the Centre we will have successfully attracted over 30 new learners. Giving them skills in basic DIY for the home, refurbishing old furniture and craft.

It's amazing how much confidence some of the learners have gained, so much so that they have registered for other courses held within the Centre without any hesitation; truly, a reflection of the work done at the Centre for the community.

Unfortunately, receiving funding to assist with the running and production of the Old Trafford News has been a painstaking exercise. Though being greatly received by the community, private and public sector bodies, the lack of funding and support has not dampened the efforts of the Centre and volunteers to continue trying to find some sustainability for the OTN project to continue. We managed to secure some funding from Community Foundation for £2000 to pay for the distribution cost i.e. volunteer's expenses and towards the stationary: - coloured ink for printers, batteries for cameras, as well as some tutor costs. Obviously you can imagine there was no change out of that even though it was greatly appreciated.

So we will battle on to find a funder who will grant the wish of many residents in the Old Trafford area which is to have a community resource which is run, produced and tackles the needs of those living in the local area.

Looking ahead we hope to attract further funding from Awards for All , NLDC and Sport relief to help us provide more innovative courses and activities to promote self development and cohesion within the community of Old Trafford.



## **Old Trafford News Report 2004/2005**

### **Steven Speed**

The interest in the Old Trafford News just keeps growing. In the period following the distribution of the last issue we had many phone calls, letters, and emails giving feedback on the magazine almost all of it has been really positive. This has come from the community, the public sector, and from local businesses and goes to show that we are doing something right. There has also been an increase in the number of people contributing to the magazine; we now have 16 committed volunteers working for the project. This means that coordinating the time of our volunteers has become an even bigger task.

The increase in the number of volunteers has caused a few problems particularly how do we manage our volunteer's time and in making sure everyone is pulling in the same direction. With the later we have produced a Mission Statement for the project (see attached) with the first we have put in place volunteer's profiles and contracts and so far these seem to be having the desired effect. At the moment we have two courses running at the centre for our volunteers Photography and Desk Top Publishing both are well attended - some of the places are taken by people from outside of the group.

Finding funding for the project has been a disaster. Over the last 9 months we have received £2000 worth of funding out of the £160,000 (approx) we have applied for - £39,000 of which we are still waiting for an answer. However we have done a fantastic job of raising money through advertising and sponsorship. For the last issue we raised over £5,000 through advertising and sponsorship plus £1095 grant from TMBC towards printing costs. This looks almost certain to increase for the next issue and our aim to cover all the costs of the project through advertising and sponsorship is beginning to look achievable. We need to raise approximately £65,000 per year. We have also started getting in kind support from Manchester United through Business in the Community what this will include has yet to be decided but so far it has included prizes for competitions.

Finally the next issue of the Old Trafford News will be delivered on the 7<sup>th</sup> & 8<sup>th</sup> July and will be a Party in the Park special covering all the acts and events taking place on the day.



## Creche Report

Lisa Crosse – Creche Manager

The crèche continues to be a vital asset to many Centre users. 70 children have registered since last September, a similar number to the previous year. The average number of children attended each session has increased to 5, with several of the sessions reaching full capacity (7 children).

Since the last A.G.M. we have had to prepare for an Ofsted inspection, (the previous one was carried out in April 2002) There have been dramatic changes in childcare standards since then. A lot of work went into this as there are now 14 National Standards of care as set out by the government, which must be met to ensure continued registration with Ofsted.

The Inspection was carried out in March, the purpose of which was to ensure that the childcare being offered has progressed with the standard expected. There were 3 possible outcomes; Unsatisfactory, Satisfactory and Good.

All the hard work and dedication paid off as we were judged as ‘Good’ with no actions. Below is an extract from the report. (The full report is available for anyone who wishes to see it.)

### **What is being done well?**

- Staff share warm relationships with children. They work hard to try to meet their individual needs, providing them with a range of well planned, stimulating activities. Staff encourage children to be independent and to try out new ideas. They spend time talking and listening to the children. The relationships are such that the children respond well to the staff’s direction and behave well.
- Snack times are treated as social occasions and staff encourage children to interact with staff and each other.
- Good information about the setting and its policies and procedures is provided for parents. Regular information is available to keep parents informed about the provision.

### **Outcome of the inspection: Good**

Inspections are carried out every 2 years.

With effect from the 1 April 2005 all future Ofsted inspections will be carried out without notice, with re-inspections at 3 yearly intervals. (Unless they have cause to inspect more frequently i.e. a change in manager, a complaint, unsatisfactory outcome etc.)

There are now 4 possible outcomes from an inspection. Outstanding, Good, Satisfactory, Inadequate Category 1 & 2.

Ofsted inspectors will be using the question “What is it like for a child in this setting?” to assess the care provided at the time of the inspection, looking at the setting through the eyes of a child,

this is to ensure that the outcomes as detailed in the new Green Paper “Every Child Matters” are being achieved alongside the 14 National Standards.

The 5 outcomes from the Green Paper ‘Every child Matters’ are listed below;

- Being healthy
- Staying safe
- Enjoying and achieving
- Making a positive contribution
- Economic well being (not included in the outcomes required for childcare providers)

All childcare providers will be required to use new self evaluation forms to decide which areas need improving using the same question ‘what is it like for a child in this setting?’ to evaluate their provision, these can be used to support an inspection. It is hoped that they will encourage and develop good practice and high standards all the time, not just when inspection time draws near.

It is expected that only a handful of providers will get a judgement of ‘outstanding’, crèches and playgroups are only likely to be able to achieve a ‘satisfactory’.

Each inspection is a unique event and past outcomes will not apply.