

Early Years Reference Group Meeting

Wednesday 19 May 2021

1. Welcome and introductions

Gary Binstead, Jane Boulton, Lucy-Anne Bryant, Jo Clarke, Rosemary Collard, Emma Cooke, Alison Enever, Jenny Harvey (notes), Sarah Hawkins, Deborah Muir, Cate Mullen, Emma Osmund, John Proctor, Jane Provis, Marie Taylor, Emily Wood

2. Apologies

Bid Lilywhite, Russ Martin, Claire Shipley

3. Introduction of new members

No new members

4. Minutes of last meeting (27 April 2021)

The group approved the minutes as a true and accurate record.

5. Matters arising

Item 5 – Business rates for nurseries. MT advised this had not yet been done but will follow up.

Item 5 - DAF funding – LAB advised this had not yet been done but will follow up.

Item 6 – ISF applications - SH met with CS to discuss issues, now resolved.

Item 7 – COMF - MT is still awaiting confirmation from the Corporate Leadership Team, however there is no reason to doubt the commitment.

Item 9 – Garrison welfare officer contacts - SH advised this had not yet been done but will follow up. LAB confirmed RM will also be liaising with Family & Community Learning.

Item 10 – Schools Forum reserves and funding blocks guidance/legislation - MT confirmed she will update JP before the next Schools Forum meeting.

Item 10 – New Schools Forum EY representative – JP, LAB and MT confirmed there had been no volunteers from the group.

Item 10 – Meeting attendance message – JH confirmed this had been done in email accompanying minutes of last meeting.

ACTION:

- MT to liaise with Director of Resources on nursery business rate guidance.**
- LAB to liaise with JB regarding DAF funding and school aged children**
- MT to update group when bid response received.**
- SH to liaise with Helen Edwards-Matheou regarding garrison welfare officer contacts.**
- MT to update JP on legislation and guidance on Schools Forum reserves and funding blocks before next Schools Forum meeting.**
- All group members to consider their availability to be part of Schools Forum and highlight the early years case alongside JP.**

6. Finance Update (MT)

MT reported a £695k underspend in the Early Years Block 2020/2021. Three DSG proposals are being put forward to Schools Forum:

- i) Agree the underspend (of which £87.5k relates to COVID grant)

- ii) Agree to the underspend being moved to the overall DSG reserve for 2020/2021 for the final year. Any DfE recovery (amount currently unknown) will come from here.
- iii) From 2021/2022, have a separate EY DSG reserve with the other 3 blocks remaining together

MT also confirmed that the 2020/2021 COMF balance of £1.0M) will be rolled forward to 2021/2022 which will be combined with the 2021/2022 allocation of £0.6M.

MT is proposing that the new COMF allocation is passed to early years providers ensuring continuing covid-19 compliance to Public Health guidance with more flexibility.

DM asked if her provision would be able to claim COMF as they had to close for a week due to a confirmed Covid-19 case. Both LAB and MT confirmed this was allowed.

ACTION: LAB to forward COMF application form to DM

7. System of Excellence

Alison Enever, Head of Special School Transformation, and Cate Mullen, Head of SEND and Inclusion introduced themselves to the group and delivered a presentation on System of Excellence (copy of presentation attached)

The group were split into 2 breakout groups for more detailed discussion around the topic.

LAB asked who will the system codesign be with and how will it be taking place. Alison and Cate confirmed that the intention is to work with as many partners as possible such as parents, carers and families. The indicative timescale for this part of the project is September-December 2021.

If anybody would like to be involved in further discussion with the project, please contact either Cate or Alison directly on cate.mullen@wiltshire.gov.uk or alison.enever@wiltshire.gov.uk

ACTION: None

8. AOB

Local Outbreak Management Plan (LOMP) - JB is unable to find the latest version 7 in Right Choice.

ACTION: EC will forward copy of latest version of LOMP to JB

9. Next meeting

The next meeting is scheduled for 21 September 2021