

**EARLY YEARS DEVELOPMENT GROUP**  
**MINUTES OF MEETING HELD AT SEFTON PDC**  
**ON THURSDAY 24 OCTOBER 2019**

**PRESENT:** Lynda McQueen (Chair)  
 Celia Wilson, Clare Friar, Debbie Summers, Joy Calderbank, Kevin McBlain, Rita Omar, Alice Apel, Ginny Taylor, Ez Mills, Suzanne Payne, Alicia Cavanagh (Minutes)

**APOLOGIES:** Jacquie Finlay, Bernice Brown, Jenny Taylor, Nicky Walsh

		<b>Action</b>
<b>1.</b>	<p><b>Welcome and Introductions</b></p> <p>Lynda McQueen welcomed the group and introductions were made as some were new to the group.</p>	
<b>2.</b>	<p><b>Minutes of last meeting – 17/09/19</b></p> <p>Page 2 – Celia Wilson said it should read ‘looking for an increase in appropriate referrals’</p> <p>Page 4 – Debbie Summers reported that the target figure given by DfE was unrealistic, there was nothing we could do to fill places.</p> <p>Chair agreement – Schools Forum have asked that we appoint an Independent Chair. Bernice Brown is unable to fulfil the role now. Dot Tinsley is being replaced by Helen Pruden. She is happy to be the Chair of this group. She will also sit on the 2YOO Integrated Review group too. Helen starts with Sefton in December.</p> <p>Suzanne Payne asked whether the group had thought about a Vice Chair. LMQ and SP agreed to share this role.</p>	
<b>3.</b>	<p><b>Early Years Balances – Kevin McBlain</b></p> <p>Paper circulated to group.</p> <p>Mark Chambers had addressed some of the issues at the previous meeting. KMcB has put this paper together to explain further.</p>	

Over time estimates have been higher from DfE than take up, so balances rolled forward. Once DfE have used the Census, figures start to become more realistic.

High Needs Funding (HNF) forecast is £3.5m overspend, carrying over a huge deficit. DfE will require us to have a plan from next year as to how to reduce this.

Early Years contributes to HNF, as do schools. From 2019/2020, 0.5% from school's block = £790K. We are asking the same from schools for 2020/2021. Early Years contribution covers top-ups paid by HNF to the Private, Voluntary and Independent (PVI) nurseries etc. for SEN children. £66m has been put into early years and this will increase rate of places for 2, 3 & 4-year olds. No calculation as yet as no figures have been published. The will be an announcement in December.

SP asked if this group could look at the forecast/calculations at the next meeting. Agreed.

SP reported that at the next SAPH meeting, heads will be shocked when they realise the amount carried forward in the early years block. The remit of this group is to make sure this doesn't happen in the future and funding for early years children goes to early years children.

LMQ suggested that this group regularly needs to have access to balances for early years and HNF to give an indication of gaps or where training for practitioners is required.

KMcB agreed that the underspend on early years should be looked at within this group for training etc. to benefit early years children.

Ez Mills said this needs to be captured and look at what is already being delivered and packages that could be put together.

It has been agreed that there would be a training subgroup, to look at needs and themes etc.

LMQ asked EM if he could explain about the MAPS meetings.

This stands for Multi Agency Planning Support. It was set up around the 2YOO with Education and Health and looks at children known to our services and additional support moving forward. Members include: Portage, SEN

	<p>Inclusion, Ez Mills, Clare Friar, SLT and OT. The meetings are divided between North &amp; South based on a termly basis. The task is to formalise meetings in a better way and look at the functions i.e. eligibility and discretionary places.</p> <p>The issues are decisions around HNF. Do we need an Early Years group? Also, resource nursery provision. Need to have a strategic oversight to address these issues.</p> <p>LMQ reported that discretionary funding criteria has been amended in discussion with EM. The criteria has been tightened and eligibility options reduced. To be shared at the next meeting.</p> <p>Suzanne Payne asked if we only pay for Looked After Children (LAC) living in Sefton. CF replied that if they attend a setting in Sefton, we pay regardless of where they are looked after.</p>	<p>LMQ</p>
<p><b>4.</b></p>	<p><b>Training Subgroup</b></p> <p>LMQ asked who the members of this group would be and when will it meet. SP said there is an arrangement with Teaching Schools already, so need to link into that.</p> <p>It was agreed representation should be:</p> <ul style="list-style-type: none"> <li>• Rep from Teaching School Partnership – Jen Teasdale/Suzanne Payne</li> <li>• School Readiness – LMQ and a Quality Improvement Officer</li> <li>• Health – Celia Wilson</li> <li>• Family Wellbeing Centre –</li> <li>• 2YOO – Clare Friar</li> <li>• SEND – Ez Mills or a representative</li> <li>• PVI sector – Ginny Taylor/Alice Apel</li> </ul> <p>SP asked if an amount be allocated each year from the balance block for training. KMcB replied yes.</p>	

	<p>The training subgroup to put together draft requirements and cost this up to bring back to this group. This would have to be agreed by the Schools Forum.</p> <p>Alice Apel queried the reduction in EYrs Training for practitioners. Is this due to the School Readiness Team diminishing and also uptake of places. KMcB replied to say there was funding for training and was put against 2YO but then not used.</p> <p>LMQ reported that there is an issue in PVI with recruitment and capacity to send staff out on training. Lack of uptake so courses are cancelled. We need to look creatively and how we deliver. One-off training courses are not working. It is more impactful to deliver in-house.</p> <p>The remit of the training subgroup is to look at this further and develop.</p> <p>The next Schools Forum is 13<sup>th</sup> January. The training subgroup needs to meet before this, so they can feed into this group.</p> <p>It was agreed that a training subgroup will meet in November and this group in December.</p>	
<p><b>5.</b></p>	<p><b>2YOO Update</b></p> <p>CF reported that there has been a big push on places. She has been to visit all partners to promote the 2YOO.</p> <p>Numbers did drop to less than 70%, they have always been approx. 90% uptake. A factor of this is due to the closure of childcare in centres, and online applications.</p> <p>Every Family Wellbeing Centre now has a 2YOO Champion. Numbers are now up to 83%.</p> <p>The Census takes place the third week in January.</p> <p>Moving forward we will look at quantifying figures and look at areas where take up is low.</p> <p>CF to send fliers and postcards out to the Health Sector.</p>	
<p><b>6.</b></p>	<p><b>Ofsted Training</b></p> <p>The Ofsted framework will be part of the Training Subgroup remit.</p>	

<p><b>7.</b></p>	<p><b>Early Help / Huddle</b></p> <p>The Early Help Strategy Launch will take place on 20<sup>th</sup> November at Crosby Lakeside. There are 3 sessions; 9.30am, 12.30pm and 4.30pm. Invites have been sent out, but places can also be booked through <a href="mailto:alicia.cavanagh@sefton.gov.uk">alicia.cavanagh@sefton.gov.uk</a></p> <p>The Huddle is a new way of working. Sefton have explored three other Local Authorities do this already. It is a multiagency proactive discussion. Multi Agencies meet to discuss 'stuck places'. More details will be explained at the Launch.</p> <p>Bootle is currently being piloted (South Locality). Meetings take place every Thursday in Magdalen House, 9.30 – 11.00am with Chris White and Amanda Hughes. People from anywhere in South can bring a 'stuck case' . Examples of attending partners to date: Nursery Schools; PVI setting; One Vision Housing; Housing Options; Social Care; FWB.</p> <p>Potential for real impact is huge. It is a drop-in session. People attend either to bring a case or to offer support to someone else's case.EH Launch will expand on the details</p>	
<p><b>8.</b></p>	<p><b>Any other business</b></p> <p>Celia Wilson asked if there is a Sefton wide database for services to access FWB. LMQ replied that on the Sefton Website there is a section called 'Find My Nearest' which locates nearest leisure facilities, FWBCs, libraries etc.</p> <p>KMcB said there needs to be a link between this group and Schools Forum i.e. minutes and papers from this group.</p> <p>SP said minutes needs approving by this group first, before going to Schools Forum. If Jenny Taylor can't attend, there needs to be a representative.</p> <p>There is a vacancy for PVI representative. Ginny Taylor and Alice Apel agreed to share this role.</p> <p>Future dates of Schools Forum: Monday 4 November, Monday 13 January, plus one in March (tbc). All take place at 10.00am, Sefton PDC.</p>	

<b>9.</b>	<b>Dates and times of meetings</b> <b>Development Group:</b> Thursday 19 December 2019 1.30pm – 3.00pm Sefton PDC <b>Training Subgroup:</b> Monday 25 November 2019 9.30am – 11.00am Sefton PDC	Monday 24 February 2019 9.30am – 11.00am Sefton PDC
-----------	---	---