

Individual NDNA-Scottish Government meetings

Date	Event or meeting	Description and agenda
18 January 2016	NDNA-Scottish Government meeting	<p>Scottish Government officials met with NDNA to discuss current issues relating to ELC workforce expansion and infrastructure expansion.</p> <p>Minutes are available and are enclosed in Annex C.</p>
9 February 2016	NDNA Network Chair Meeting	<p>Scottish Government officials updated NDNA members on plans for the expanded provision of Early Learning and Childcare to 1140 hours.</p> <p>No minutes or actions are available.</p>
25 February 2016	NDNA Network Chair Meeting	<p>Scottish Government officials updated NDNA members on plans for the expanded provision of Early Learning and Childcare to 1140 hours.</p> <p>No minutes or actions are available.</p>
11 July 2016	Introductory meeting with NDNA's policy manager for Scotland	<p>Introductory meeting for new members of the Scottish Government's Early Learning and Childcare team with NDNA's policy manager for Scotland.</p> <p>No minutes or actions are available.</p>
17 August 2016	Scottish Government-NDNA meeting	<p>Scottish Government officials met with the NDNA policy manager for Scotland to discuss current issues relating to the ELC workforce expansion.</p> <p>Minutes are available and are enclosed in Annex D.</p>
6 February 2017	Scottish Government-NDNA meeting	<p>Scottish Government officials met with the NDNA policy manager for Scotland to discuss</p>

		<p>current issues relating to the ELC workforce expansion.</p> <p>No minutes or actions are available.</p>
2 May 2017	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to discuss the Blueprint for 2020 Action Plan and next steps.</p> <p>No minutes or actions are available.</p>
16 May 2017	Scottish Government-NDNA meeting	<p>NDNA's Chief Executive met with the then-Minister for Children and Young People and Scottish Government officials.</p> <p>No minutes or actions are available.</p>
6 July 2017	Scottish Government-NDNA meeting	<p>Scottish Government officials met with the NDNA policy manager for Scotland to discuss the upfront childcare costs pilot.</p> <p>No minutes or actions are available.</p>
23 August 2017	CYPFIEF meeting with NDNA and Lloyds Foundation	<p>Scottish Government officials met with the NDNA policy manager for Scotland and the Lloyds Foundation to review their progress under the CYPFIEF (Children, Young People, Families, Early Intervention and Adult Learning and Empowering Communities Fund).</p> <p>No minutes or actions are available.</p>
23 August 2017	Scottish Government-NDNA meeting	<p>NDNA's new policy manager for Scotland met with the wider ELC Policy Team.</p> <p>No minutes or actions are available.</p>
22 November	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's new Head of Policy and External Affairs.</p> <p>No minutes or actions are available.</p>
29 November 2017	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to discuss ELC in North Lanarkshire.</p>

		No minutes or actions are available.
19 January 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with the NDNA policy manager for Scotland to get NDNA's views on an early draft of the quality criteria for the National Standard for Funded Providers.</p> <p>No minutes or actions are available.</p>
15 February 2018	National Standard and Quality Standard meeting	<p>Scottish Government officials met with NDNA and a range of other stakeholders to get views on a draft of the National Standard and the Quality Standard.</p> <p>No minutes or actions are available.</p>
20 March 2018	NDNA Policy Committee Meeting	<p>Scottish Government officials updated NDNA's Policy Committee on policy developments, which focused on the development of the National Standard for ELC providers (and soon to be launched consultation).</p> <p>No minutes or actions are available.</p>
24 April 2018	Scottish Government-NDNA meeting	<p>General meeting between Scottish Government officials and NDNA policy officers in Scotland.</p> <p>No minutes or actions are available.</p>
24 May 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA to discuss the Service Model for 2020 consultation.</p> <p>No minutes or actions are available.</p>
29 May 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to discuss current issues relating to the ELC workforce expansion.</p> <p>No minutes or actions are available.</p>
29 June 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to catch up about</p>

		<p>Scotland's ELC expansion programme and discuss the NDNA's provider issues log.</p> <p>No minutes or actions are available.</p>
4 July 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to discuss current issues relating to the ELC workforce expansion.</p> <p>No minutes or actions are available.</p>
21 August 2018	Millies Mark in Scotland launch	<p>NDNA's policy manager for Scotland, Scottish Government officials and Millies Foundation attended a launch event for Millies Mark in Scotland.</p> <p>No minutes or actions are available.</p>
28 August 2018	Scottish Government-NDNA meeting	<p>The Director for Early Learning and Childcare Programme and the Deputy Director for Early Learning and Childcare Programme met with the Chief Executive of NDNA and NDNA's Head of Policy.</p> <p>No minutes or actions are available.</p>
4 October 2018	NDNA Scotland Policy Committee	<p>Scottish Government officials updated NDNA's Policy Committee on the ELC expansion.</p> <p>No minutes or actions are available.</p>
10 October 2018	Scottish Government-NDNA meeting	<p>Scottish Government officials met with NDNA's policy manager for Scotland to discuss current issues relating to the ELC workforce expansion.</p> <p>No minutes or actions are available.</p>
4 February 2019	NDNA Network Chair Meeting	<p>Scottish Government officials attended NDNA's Network Chair Meeting to raise awareness about Funding Follows the Child and the National Standard.</p> <p>No minutes or actions are available.</p>

19 March 2019	Scottish Government- NDNA meeting	The Minister for Children and Young People and Scottish Government officials met with NDNA to discuss the ELC expansion and partnership working. No minutes or actions are available.
20 March 2019	NDNA Scotland Policy Committee meeting	Scottish Government officials attended NDNA's Policy Committee to provide a policy update and to raise awareness of Funding Follows the Child and the National Standard. No minutes or actions are available.

ANNEX B

Forums, committees and working groups that NDNA have participated in from 2016 to 16 April 2019:

Forum or working group	Overview
<p>Early Years Strategic Forum (Scottish Government)</p>	<p>NDNA are members of the Strategic Forum, which meets 2-4 times per year. The Forum is currently chaired by the Director for Early Learning and Childcare Programme Joe Griffin. Prior to September 2018 the Forum was chaired by the Minister for Children and Young People.</p> <p>Full minutes and details are published here: https://www.gov.scot/groups/early-learning-and-childcare-strategic-forum/</p>
<p>Early Years Monitoring and Evaluation Working Group (Scottish Government) (and its predecessor, Early Years Strategic Evidence Group) (Scottish Government)</p>	<p>This working group was convened to ensure that a high quality and robust evaluation of the ELC Expansion is completed. It is a representative group of the key stakeholders in the ELC sector and largely comprises those who have a lead responsibility for analysis, monitoring and / or evaluation in their organisation. It meets approximately three times per year, and the last meeting was held on the 26 February in Edinburgh and NDNA were in attendance.</p>
<p>Early Learning and Childcare Partnership Forum (Scottish Government)</p>	<p>This Forum was established by the Scottish Government and COSLA in October 2018. It convenes to provide an opportunity for ELC providers to engage with the Scottish Government, to drive action and promote meaningful partnership working. The Forum currently meets every 2 months.</p> <p>Full minutes and details are published here: https://www.khub.net/group/early-learning-childcare-in-scotland-discussion-forum-document-hub</p>
<p>Early Years Out of School Care</p>	<p>NDNA are a member of the Scottish Government Early Years Out of School Care Reference Group and sub-groups, alongside other organisations with an interest in</p>

<p>Reference Group and sub-groups (Scottish Government)</p>	<p>children's outcomes. The group was established to provide input to policy development, specifically a draft framework for Out of School care due to be published in summer 2019.</p>
<p>Early Years Quality Reference Group (Scottish Government)</p>	<p>NDNA sat on the Early Years Quality Reference Group that met between May and October 2017. The group convened to provide advice and input into the development of a Quality Action Plan by October 2017, which sets out what more needs to be done to ensure a high quality experience for all children and complements other early years and educational activity to close the poverty-related attainment gap.</p> <p>The Quality Action Plan can be found here: https://www.gov.scot/publications/blueprint-2020-expansion-early-learning-childcare-scotland-quality-action-plan/</p>
<p>Early Years Workforce Project Board (Scottish Government)</p>	<p>NDNA sit on the Workforce Project Board, which was established in February 2018 and convenes to support the Scottish Government's work to ensure requisite staff are in place to meet the needs of the Early Learning and Childcare expansion by 2020.</p>
<p>Early Years Workforce Delivery Group (Scottish Government)</p>	<p>NDNA sat on the Workforce Delivery Group that met between April 2018 and January 2019 and convened to develop a Workforce Delivery Plan strategy to meet objectives set out in the ELC Skills Investment Plan.</p>
<p>Developing New Guidance on Good Design for Early Learning & Childcare Settings (Scottish Government)</p>	<p>NDNA were members of the working group which met between June 2016 and June 2017 to support the development of Design Guidance for ELC settings (Space to Grow).</p> <p>The final version of Space to Grow is available at: https://www.gov.scot/publications/space-grow-design-guidance-early-learning-childcare-out-school-care/pages/1/.</p>

<p>Early Years Skills Investment Plan Steering Group (Skills Development Scotland)</p>	<p>Skills Development Scotland convened a steering group to develop a skills and investment plan for Early Learning and Childcare. The remit of the steering group is currently being refreshed. NDNA sits on this working group and a full list of contributors can be found in Appendix 2 in the finalised version of the Skills Investment Plan.</p> <p>https://www.skillsdevelopmentscotland.co.uk/media/44206/early-learning-and-children-sip-digital.pdf</p>
<p>ELC Census Development Advisory Group (Scottish Government)</p>	<p>NDNA is represented on the ELC Census Development Advisory Group. This working group was set up in 2015 and meets 3 or 4 times a year. The main objectives of the group are to improve our understanding of the data requirements of ELC data users, and advise on how to improve the data availability and quality of the data captured on the sector, whilst minimising the burden on the sector.</p>

ANNEX C

Dumfries & Galloway NDNA meeting with Scottish Government Early Learning and Childcare Policy Team - Jaybees, Lochmaben, 18th January 2016

General points

[Redacted under S38(1) (b) – Personal data relating to third party] began with a brief outline of Scottish Ministers' current ambitions and planning, and answered some initial questions:

The criteria for determining which areas count as “deprived” for the extra graduate commitment, as this will impact on staffing budgets.

[The SG response to the Siraj Workforce Review can be read here.](#)

Who was represented on the ELC Strategic Forum? *Full list in the annex.*

Several Dumfries & Galloway nurseries represented would like to participate in trials.

It was also recommended that SG hold meetings to capture the views of the voluntary sector.

Role of the private sector in current and expanded ELC landscape – local issues

“Dumfries & Galloway has never provided flexible daycare – this expertise is in the private and voluntary sector.”

There is a “lack of transparency and mutual trust in dealings with D&G”, who have just submitted a new contract to partner providers, replacing references to “partnership” with contract, and introducing a right to monitor provision quality.

Financial Pressures

The current financial pressures on private nurseries represents a real risk of nursery closures and leaving a LA-dominated sector that provides little choice, diversity and variety for parents. The rates D & G pays its partner providers are “extremely low”. The PP business model depends on providing extra hours to parents. NDNA members fear that the expansion of free ELC provision will remove parents' needs for these hours and put private nurseries out of business.

There is also an equity issue around VAT - which Local Authority nurseries can reclaim, unlike private ones – as well as the impact of the introduction of the national living wage, and pension contributions.

Private nurseries need an appropriate hourly rate per child to be able to guarantee sustainability. This isn't currently being provided.

In addition, D & G used to pay 1/3 up front, which helped planning and cash flow. This is no longer the case.

D&G NDNA members felt that a voucher system represented the only fair way of funding ELC.

Workforce issues

The NDNA workforce felt there was no expertise in providing for 2 year olds in the Local Authority.

The migration of experienced staff from private nurseries to Local Authority nurseries presents a serious problem for private nurseries.

There was a feeling that college degrees were not as effective at preparing staff for the needs of the sector as work-based qualifications, and that the Curriculum for Excellence was being skimmed over in college courses.

It is hard to attract men into the sector due to the low standing and pay of practitioners. There should be an equivalent recruitment campaign to the ones aiming to attract more women into the sciences.

There was a perception that children in private ELC settings received inadequate support from the Local Authority compared to what was available in schools, despite there being a clear knock-on effect.

There is also insufficient access to training for private sector ELC staff.

Infrastructure issues

The financial challenge was seen as the main barrier to private infrastructure expansion.

Other barriers included overcomplicated H&S requirements to get planning permission, the costs of higher rates that come with new facilities, and the contradictory regulations of CI and Education Scotland – private nurseries that also worked in England much preferred having a single regulator in OFSTED.

ANNEX D

All

As mentioned at the weekly 1140 Hours Programme Management meeting this am I had a useful meeting with [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] yesterday pm, primarily on 1140 hours infrastructure. Responses to questions / issues agreed pre-meeting with [Redacted under S38(1) (b) – Personal data relating to third party] covered below.

Hope these insights are helpful. We agreed to stay in touch as plans progress.

Thanks.

[Redacted under S38(1) (b) – Personal data relating to third party]

1. Extent of consultation going on within NDNA at present on 1140 i.e.: are NDNA mobilising now around this and doing some of their own planning/strategising?

NDNA annual members' survey will go out later than usual this year - in Jan 2017 with results expected in March. [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] is open to including questions from a 1140 perspective as [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] has done in the past on 600 hours etc. Their Policy Committee meeting on 27 Oct in Glasgow ('SV200' Centre I think - meant nothing to me), which all regional network chairs attend, plus Purnima and other senior personnel, would also be a useful vehicle to engage around 1140 hours delivery (they would be happy for SFT and/or SG to take a slot at this). [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] said that they are constrained re how much bespoke work they could do for us in this area by their CYPFEIF/ALEC funding objectives and outcomes which have been agreed for this year, however there may be scope to revise these for future years if need be (subject to [Redacted under S38(1) (b) – Personal data relating to third party] approval as Fund policy sponsor!)

2. What, if any, concerns does NDNA have regarding 1140 currently or is it too early to tell?

Main concerns are around workforce, the unit cost rate paid to PPs by some LAs, living wage and the professionalism of the PP workforce in the face on a continued 'exodus' from PPs and other private and third sector employees to the LA sector.

3. *Linked to (2), what appetite do NDNA members have for the 1140 model?*

[Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] said that many are waiting to see / pinning their hopes on the outcome of the Financial Review, and an uplift in rates for PPs.

4. *To what extent does [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] anticipate NDNA members needing to physically expand to accommodate 1140?*

There is an appetite out there to expand existing estate within the PP sector, although this would be dependent on financial support available in order for providers to be able to go to banks etc with a good business model for expansion purposes. In the current climate, anything which makes businesses less profitable or threatens business viability would in [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)]'s view be hard to sell to banks and other lenders.

5. *What consultation would [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] find beneficial as the infrastructure programme begins to mobilise?*

[Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] had mis-read this question and thought we meant who we should be consulting with ([Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] said, for the record, parents/carers and private and voluntary providers, unsurprisingly), rather than how NDNA would like to be consulted/engaged with as the programme develops. I mentioned our intention to engage LAs regularly and systematically via the new senior leaders forum and CfE managers working group, and that under these plans the good design guidance working group which met for the first time in June would become a sub group of the latter. [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] was happy with that ([Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] is a member of the design working group), and again mentioned the NDNA annual survey of members and their policy committee sessions as useful vehicles to engage with their members. [Redacted under S38(1) (b) – Personal data relating to third party (NDNA policy manager for Scotland)] also proposed that we could rekindle having SG officials and SFT personnel attending NDNA regional network meetings, although these are often held in evenings, and sometimes in out of the way places.