

Childcare Sufficiency Action Plan 2016-2017

Objectives	Actions	Responsible person(s)	Timescale	Monitoring arrangements	Notes on progress
LA Officers and early years sector providers are fully informed about the NY childcare sufficiency position and actions required to meet needs.	Present annual report to colleagues, providers and EYIP. Post information to NY website and cyps.info; Share needs analysis with Children's Centre teams.	EY Policy and Development Officer	Termly	Reports to Head of Early Years	Reports to SLFs in Summer 16 & Autumn 16. Sufficiency report completed & uploaded to website
Regular monitoring of supply and demand of childcare places will inform on-going analysis and inform / update sufficiency work.	Undertake termly place availability audits on-line through the Provider Portal, with EYC follow-up. FIS team to provide information in response to enquiries. Review and update website information Review supply of / demand for places. Monitor availability, take up and shortfall following headcount	EY Policy and Development Officer EY Consultants Finance team P&I analysis	Termly	Reports to Head of Early Years	Summer Term sufficiency update completed. EYCs completed Autumn term sufficiency audit and new spreadsheet – to inform more comprehensive termly reports CYPS.info website updated NY website to be updated in line with 30 hours info.
Next steps from Sufficiency Assessment					
1. New place development will be targeted in areas of housing development and community growth aligned with school place planning	Provide effective support to new and prospective providers EY consultants' team to provide face: face support for providers Signpost providers as appropriate to other sources of support (Finance, Teaching and Learning, Inclusion, etc.)	EY Policy and Development Officer	Termly	Monitoring by Head of Early Years	EYCs delivering support to new & prospective providers – ongoing. IAG provided to 3 prospective new providers in the Sherburn/South Milford area in response to housing development. Pre-reg training delivered to prospective childminders

2.The number of funded childminders will be increased, especially to meet the demand for 30 hours childcare	<p>Analyse locality needs for provision of different types – particularly funded childminders.</p> <p>Promote funded childminding – advertising campaign; IAG Support new childminders to deliver funded places.</p> <p>Provide information about 30 hour entitlement – encourage partnerships between schools and childminders to offer flexibility.</p>	<p>EY Policy and Development Officer</p> <p>FIS</p> <p>EY consultants</p>	As required	Reports to Head of Early Years	<p>Funded provision analysed termly.</p> <p>IAG is given out for all prospective childminders via FIS & also via pre-reg sessions: 6 attended Summer sessions; 5 attended Autumn sessions. IAG given out via childminder forums.</p> <p>See 30 hour action plan.</p>
3.Monitoring of the demand and take up of 2, 3 and 4 year old funded places will ensure that the demand for each area is matched with capacity to increase where needed	<p>Review and update 2 year old place take-up by areas – identifying place shortages and surpluses</p> <p>Review headcount analysis of take-up against those potentially eligible for places.</p> <p>Monitor access to full 15 hour entitlement and develop capacity as needed with schools and EY providers</p>	<p>EY Policy and Development Officer</p> <p>EY Consultants</p> <p>FIS</p>	Termly	Reports to Head of Early Years	<p>Summer Term 2YO place take up received. Analysis ongoing.</p> <p>Autumn term take-up data analysed.</p> <p>FIS documenting parental enquiries re. 2 year old eligibility and other queries – analysis / information to be used to create FAQs on northyorks.gov.uk website</p>
4. Families can source IAG when needed in order to be able to access childcare as required.	<p>Promote the Families Information Service.</p> <p>Provide up to date, comprehensive on-line information and guidance for parents</p>	<p>FIS</p> <p>On-line</p> <p>Children’s Centres</p>	On-going	Monitoring by Head of Early Years	<p>Updating CYPS.info & NY website – re. 30 hours, new Tax free Childcare offer and FCT paying for childcare info.</p> <p>FIS marketing ongoing</p>
5. Any sufficiency issues are identified and addressed as	<p>Identify needs</p> <p>Develop and implement required responses</p>	EY Policy and Development Officer	Termly	Reports to Head of Early Years	<p>Currently no ‘identified needs’ not being met – where settings have closed there has been sufficient place capacity elsewhere; or settings</p>

quickly as possible via the termly sufficiency updates					have closed to move to work under school governance and places have been maintained. Consultants are gathering info from all providers about waiting lists and spare capacity to ensure that we hold a current and county-wide data set.
Also					
The 30 hour childcare entitlement trial is managed successfully. Strategic and operational responses are scoped to the focus on issues in rural areas; and the childcare needs of children with SEND.	Monitor changing policy, guidance and initiatives Develop appropriate responses to trial activities Analyse implications Prepare/present proposals to Officers / Decision Makers. Collate and submit LA responses to consultations / trial monitoring duties.	Head of Early Years EY Policy and Development Officer	Monthly updates	Reports to Strategy and Development Manager	See 30 hour action plan
Annual Childcare Sufficiency report for 2016-17 will be prepared and undertaken.	Develop new methodology using the provider portal Undertake childcare provider survey Analyse data Prepare report Present report to Executive Members Publish annual report	EY Policy and Development Officer FIS team Performance and Outcomes team Finance team EY Policy and Development Officer	February 2017 March 2017 May 2017 June 2017	Report to Head of Early Years	Report completed end of October. Report and Action plan being uploaded to cyps and northyorks websites – with Summer term and Autumn term updates to capture the significant changes in this period. Headlines presented to EYLF and CMF meetings in November.

	Share with CYPS colleagues, EYIP and providers				
2017-18 Sufficiency Assessment, Report and Action Plan will be developed and then implemented.	Review of current process, methodology and format. Revision to meet new statutory reporting requirements Preparation of report and action plan addressing needs / actions from 2017 audit.	EY Policy and Development Officer	Autumn 2016 Spring 2017 Report by May 2017.	Report to Head of Early Years	<p>Action plan to be monitored quarterly</p> <p>Review of report content compared to other LAs undertaken by FIS and EY PDO. Revision of methodology in progress – termly information gathering / updates by EYCs plus information transfer from the census / EY Finance.</p> <p>Amendments will be needed when new statutory guidance is published in the Spring.</p>