# Solihull early years and childcare provider reference group – nominations

<https://forms.office.com/e/D5UUWBq8nc?origin=lprLink>



**Solihull provider engagement – would you be a member of our reference group?**

We hope that we can gather a consistent representative group of early years and childcare providers who will represent their sector. The group will meet termly [or as needed] to discuss a previously agreed agenda. This agenda will be suggested by the provider group with local authority partners. We hope that child minders, private voluntary and independent group settings and school early years will be represented on the group. Group members will represent their wider peers so be responsible for seeking opinions and sharing information.

Reference group members will need to nominate themselves and have agreement from at least one other early years and childcare provider who supports their nomination. Reference group members must be Solihull early years and childcare settings. For example, be a child minder who lives and works from a Solihull address.

If there are more nominees than places [2 child minders,2 PVI representatives and 2 school based early years providers] then we will ask the wider early years and childcare community to vote for their preferred candidate.

Date when nominations close: Friday 6th June 2025

Process for nominations: Each candidate should write a letter of nomination outlining their name, contact details, setting that they represent and who is supporting their nomination [at least 1 other Solihull setting]

Nominees should also briefly outline why they feel they would best support their sector in the reference group. We suggest max 100 words- which will enable the wider community to vote for the preferred candidate.

Successful and unsuccessful candidates will be notified by Friday 13th June

Successful candidates must be prepared to serve as a reference group member for 2 – 3 years [to be confirmed at the first meeting]

Termly meetings may be online or face to face.

There may be more frequent meeting if the agenda items need working groups or more frequent meetings.

Role:

To feed in agenda items and seek the views of others in Solihull Early Years and Childcare to contribute to the reference group meetings.

Roles of LA representatives:

To compile and circulate the agenda at least 1 week before the meeting

To ensure meeting dates and times are circulated to all representatives and added as calendar meetings [to book rooms if required]

To make notes

To share notes within the group to check for accuracy and also add them to solgrid. for wider reading

All

To follow the code of conduct as outlines in the Terms of reference : purpose of the group.

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