

18th March 2019**Agenda Item 11**

REPORT OF THE SERVICE DIRECTOR, COMMISSIONING AND RESOURCES

ESTABLISHMENT OF A TEMPORARY EARLY YEARS ADVISOR POST WITHIN EARLY CHILDHOOD SERVICES

Purpose of the Report

1. This report seeks approval to establish a part time (0.4 fte) Early Years Advisor (Grade 5) post from 1st April 2019 to 30th September 2020 in Early Childhood Services.

Information

2. Section 13 of the Childcare Act places a duty on English local authorities to provide information, advice and training to childcare providers. Developing a traded service for training and support has been encouraged as guidance now allows for local authorities “...to impose reasonable charges when securing information, advice and training” (Early Education and Childcare - statutory guidance for local authorities’, Department for Education (DfE), March 2017).
3. Early Childhood Services provide a varied menu of training and support for providers of childcare and early education in Schools and the Private, Voluntary and Independent (PVI) sector. This menu is marketed as the Training and Development Opportunities (TADO) programme and is a resource for all practitioners working with children under five and their families. In September 2017, Early Childhood Services began to sell training through the TADO programme to help cover costs including venue hire, staff time, administration, travel etc.
4. The TADO programme includes courses and conferences and individualised and personalised support packages for settings and schools. The TADO programme is delivered by the Early Childhood Services team, and through a range of specialist commissioned training organisations.
5. In September 2017, work was undertaken to further promote the TADO programme as a sold offer to the early years sector with income generation targets agreed. However income targets for the TADO programme have not been achieved to date.
6. Currently the programme has no dedicated personnel resources. The programme is currently being managed by an Early Years Senior Practitioner (Teaching Terms and Conditions) with support from the Early Years Strategic Manager (Band E), with some

business support time. This is unsustainable in the long term due to their capacity and the overhead costs of these staff. In order that the programme becomes ultimately sustainable and financially profitable, further resource is required.

Proposal

7. It is proposed that an additional part time (0.4 fte) Early Years Improvement Advisor (Grade 5) post be established from 1st April 2019 to 30th September 2020 to manage the TADO programme. The post holder will create capacity for improved promotion, consultation, evaluation, monitoring and scrutiny of training providers whilst ensuring best value. The post holder will ensure that the quality and content of the TADO programme is suitable for the early years sector in times of change. A job description for the post is available as a background paper.
8. To ensure best value and viability, the post holder will be required to have an understanding of the sector to help find creative ways to increase take up and therefore profitability of the TADO programme. Early Childhood Services intend to recruit someone from the sector with a sound background in early years and workforce development. Recruiting an Advisor from the early years sector will ensure that the needs of the sector are understood and addressed.

Other Options Considered

9. Consideration was given to recruiting a dedicated Business Support Administrator for the TADO programme, however this would not offer the level of professional expertise needed to work with the early years sector to develop a suitably high quality programme of training and development.
10. It has been considered that the Senior Practitioner and the Early Years Strategic Manager continue to manage the programme; this however, is unsustainable in the longer term due to their capacity, and the overhead costs of these staff; they will however continue to oversee the work. The programme is not currently meeting its income targets and is unlikely to offset costs with current arrangements.

Reason for Recommendation

11. Recruitment to a dedicated part time post will create capacity for better promotion of the TADO programme, consultation and evaluation from the sector, monitoring and scrutiny of training providers and ensuring best value. The quality, suitability and accessibility of the offer will be improved, and ultimately this will lead to improved income generation and profitability, and therefore offsetting council costs for staffing within Early Childhood Services.

Statutory and Policy Implications

12. This report has been compiled after consideration of implications in respect of crime and disorder, data protection and information governance, finance, human resources, human rights, the NHS Constitution (public health services), the public sector equality duty, safeguarding of children and adults at risk, service users, smarter working, sustainability and the environment and where such implications are material they are described below.

Appropriate consultation has been undertaken and advice sought on these issues as required.

Financial Implications

13. The 0.4 fte Early Years Advisor (Grade 5) post will be funded from 1st April 2019 to 30th September 2020 at a cost of £12,740 in 2019-20 and £6,370 in 2020-21.
14. Funding for the post has been identified following the reduction in hours of an existing Advisor, freeing up funding for one day a week (£6,370). The additional day will be funded from a Department for Education Systems Leadership Grant which was made available through the National College for Teaching and Leadership; this has an unallocated amount of £14,000 and will be realigned to create this temporary post.
15. If the post is successful through improved income generation there is scope to continue the post on one day per week (0.2 fte) using the permanent staffing budget.

Human Resources Implications

16. The current job description for the Early Years Advisor post has been revised to reflect the specific nature of this post to support the TADO Programme. The revised job description is being evaluated and it is not anticipated that the revisions will have any bearing on the current grade.

Safeguarding of Children and Adults at Risk Implications

17. The post will be responsible for the development, delivery and evaluation of safeguarding training and support offered to the sector. This in turn will help to identify the needs of children and families earlier and ensure that children and adults are protected from harm.

Implications for Service Users

18. Creation of this post will have an impact on the quality of provision offered by the early years sector to children under five in Nottinghamshire. It is anticipated that the quality of provision will improve, resulting in more providers being graded as Good or Outstanding by Ofsted.
19. Children accessing their childcare entitlements will have their needs addressed earlier, achieve a good level of development, be ready for school; and children from low income backgrounds will be provided with opportunities to access high quality early education.

RECOMMENDATION/S

- 1) That the establishment of a part time (0.4 fte) Early Years Advisor (Grade 5) post from 1st April 2019 to 30th September 2020 in Early Childhood Services be approved.

Laurence Jones
Service Director, Commissioning and Resources

For enquiries about this report please contact:

Irene Kakoullis
Group Manager, Early Childhood Services
T: 0115 9774431
E: irene.kakoullis@nottsccl.gov.uk

Constitutional Comments (EP 15/02/19)

20. The recommendation falls within the remit of the Children and Young People's Committee by virtue of its terms of reference.

Financial Comments (SAS 21/02/19)

21. The financial implications of the report are contained within paragraphs 13 to 15 above.

HR Comments (BC 13/02/19)

22. The staffing implications are contained within the body of the report. The post will be recruited to in accordance with the agreed vacancy protocol and recruitment procedures.

Background Papers and Published Documents

Except for previously published documents, which will be available elsewhere, the documents listed here will be available for inspection in accordance with Section 100D of the Local Government Act 1972.

- Staffing Structure for Early Childhood Services including proposed post
- Job Description

Electoral Divisions and Members Affected

All.

C1217