



## Northamptonshire Childminding Association

**Annual Review  
April 2016 – March 2017  
Registered charity no. 1047565**

**‘Promoting quality home-based childcare’**



INVESTORS IN PEOPLE

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## About Northamptonshire Childminding Association (NCA)

NCA was established as a registered charity in 1991 by a group of enthusiastic childminders. They successfully applied for local authority funding in order to develop a supportive network for childminders in the county. This allowed them to produce regular newsletters and hold an annual conference and AGM. In the late nineties, the responsibility for recruiting and supporting childminders changed. Some local authorities employed their own childminding development workers or bought in the expertise from another agency, such as the National Childminding Association (now PACEY). In Northamptonshire however, the members of the NCA committee decided to bid for funding to carry out this work themselves.

NCA is still an independent registered charity; we report to the Charities Commission and are bound by their rules on charity management. A committed team of childminders continue to serve on the Management Committee, meeting monthly to oversee and monitor the work of the Association. This team of volunteers is vital to the management of NCA.

Our main source of funding has been through a contract with Northamptonshire County Council (NCC), providing support and information to childminders within the county. Plans are still under way with the County Council for a new organisation to deliver all Children's services and the 2012-2016 contract was extended once again for a further 6 months until 31<sup>st</sup> March 2017. Other activities such as training, membership and downloadable resources are all self-funding and NCA has become known as Childminding UK to reflect our support to childminders across the country.

We operate the enquiry line between 9-5 every working day and can also be contacted by email. We also support all childminders through updating information and Face Book pages on our websites [www.childmindingnorthants.org.uk](http://www.childmindingnorthants.org.uk) and [www.childmindinguk.com](http://www.childmindinguk.com)



Pictured with the Mayor while promoting Childminding at the National Play Day Abington Park August 2016

# **NCA Mission Statement**

## **Mission Statement**

Our mission is to offer professional support to all Ofsted registered childminders, promoting high quality home based childcare through education and training. We will support and work in partnership with children and families in every community to ensure that they have access to high quality childcare, enabling children to reach their full potential and keeping them at the heart of all our activities.

## **Chair's Report**

It has been a difficult and unsettled year for NCA. Since the end March 2016 the support contract with NCC has been extended for a further six months three times. During the whole of this time, the staff team have been at risk of redundancy and as a result, Cat Wakerley decided to leave us in January. We subsequently lost the funding for her post from April.

The decision was finally made that from October 2017 NCC will be delivering all childminding support and some of our staff have been transferred over to work for them to help deliver this.

So a new chapter is opening for NCA. We are changing our name to Childminding UK, offering support to childminders across the country. We will continue to work hard to ensure that we continue to support childminders through membership, our website, enquiry line and other support.

Special thanks goes out to the staff team Laura, Lin and Julie who will be moving across to NCC and to Elaine, Tracey, Tina and Michelle who will continue the good work of NCA through Childminding UK. It has been a difficult time for all of you and your support to childminders and commitment to NCA has not faltered through all of it.

Thanks also to my fellow committee members; together we have made some difficult decisions about the future of NCA. I am very sad that NCA is ending but also excited about Childminding UK's future.

# NCA Support to Childminders in 2016 - 2017

## Funded by the NCC Contract

### Contact with Childminders

All newly registered childminders received a welcome telephone call from their Childminding Consultant and a welcome pack explaining the support they can expect from NCA and the procedures for advertising their services and registering for funded places.

Childminding Consultants carried out up to 4 visits before the first graded Ofsted inspection to help them achieve a good or better outcome.

All childminders receiving an Inadequate Ofsted grade were offered up to three home visits and telephone/email support from their Childminding Consultant, supporting them to meet the actions and improve their service.

All childminders receiving a Requires Improvement grade were offered up to two home visits and telephone/email support from their Childminding Consultant, supporting them to meet the actions and develop their action plan.

Childminding Consultants act as Special Educational Needs Coordinators for childminders in their area so were available for specific support, including home visits where necessary.

Home visits were also made on request to support childminders in other areas, such as other quality improvement or allegation/complaints.

### Quality Improvement

In the year 2016-2017 Ofsted carried out 153 childminder inspections in Northamptonshire. From the end of March 2016 to end of March 2017 there was a 6% increase in the numbers of Good/Outstanding/Met (94%), a decrease of 3% Requires Improvement (4%) and a decrease of 2% not met (2%) and no childminders graded inadequate.

### Support Groups

Childminding Consultants were available for face-to-face contact at childminding support groups every month.

Childminding Consultants worked with Children's Centres and Libraries to offer support to local childminders.

NCA offered advice and guidance to support group committees.

### Representing Childminders

NCA managers attended NCC Strategy and Operational Groups:

- LSE (Learning Skills and Education) Partnership meetings
- LSCBN Learning & Development group

Childminding Consultants attended:

- Inclusion Network meetings
- Manager's Network meetings
- NCC Free Entitlement evenings

### Email and Phone Support

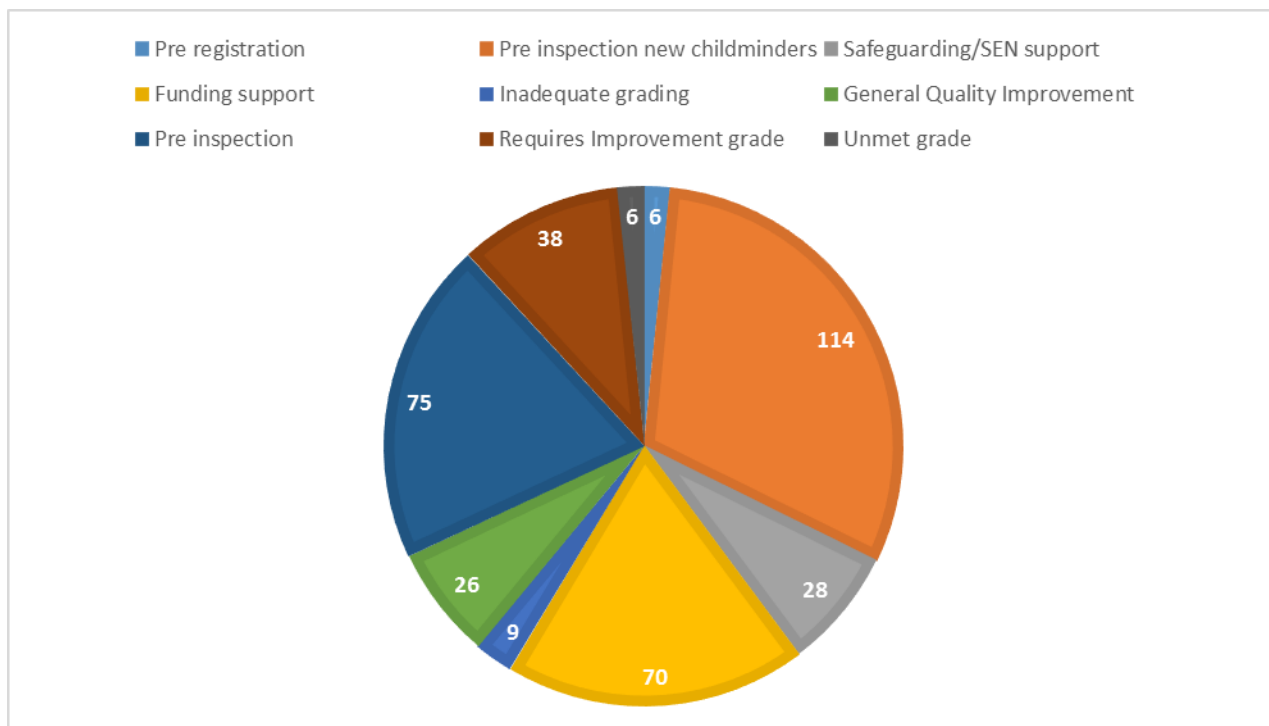
Advice and support is always available by phone or via email, the NCA enquiry line continues to be open weekdays from 9am until 5pm.

### NCA Website

We work very hard to ensure that any relevant changes in legislation, guidance and practice are updated on our website so Northamptonshire childminders always have the most up to date information. Our Facebook page enables us to communicate useful information and advice.

### Visits to Childminders

A total of 420 home visits were made



NCA Childminding Consultants also made 166 visits to childminding support groups and 9 partnership visits to Children's Centres.

98 childminders declined a visit when offered and 98 childminders cancelled an arranged visit.

**In addition, we offered support funded by other income:**

**The 2016 Annual Conference was held in July**



**Committee members Julie and Mel's Sensory Play conference workshop**

### **Face-to-Face Training**

We delivered 8 Healthy Eating sessions to a total of 85 childminders in the four areas of the county. Our Safeguarding and Recording Children's Development courses were both full with 30 childminders attending each.

### **Membership**

Premium Membership increased to 175 and Childminding UK membership increased to 22. We added more downloadable resources and online courses to the membership package.

### **Online Training**

New courses developed:

- Getting ready for your Ofsted Inspection
- Prevent Duty and British Values
- Completing your early years SEF

Online Childminder Introductory training consisting of 5 modules:

- Safeguarding children
- Understanding the EYFS
- Developing children's learning
- Recording children's development
- Leading and managing a childminding setting

### **Visits to childminders**

We carried out 34 home visits to support Premium members and 14 visits to take flowers to childminders who were awarded an Ofsted Outstanding grade.

### **Representing childminders**

NCA has had articles in Home Childcarer national magazine and completed government consultations around 30 hours.



## Fun Day



**71 childminders attended a Fun Day at Wicksteed Park in August, benefitting from free parking and ride tickets and activities organised by NCA. The children loved meeting Peppa Pig and Tinkerbell!**

## Staff

At the end of March 2017, the Association employed 7 members of staff. Audrey Russell left at the end of May 2016 as the 2-Year-Old project came to an end and Cat Wakerley, Childminding Consultant, left at the end of January 2017:

Elaine Pitteway	Executive Director
Michelle Patterson	Administrator
Tina Maltman	Operations Manager – North Team
Tracey Hobbs	Operations Manager – South Team
Lin Bull	Childminding Consultant
Laura Ashby	Childminding Consultant
Julie Lappin	Childminding Consultant

We are available to provide information and support to registered childminders, prospective childminders and parents looking for home-based childcare on our enquiry line:

0845 838 3724 (9am - 5pm Monday to Friday) or by email:

[info@childmindingnorthants.org.uk](mailto:info@childmindingnorthants.org.uk)

[info@childmindinguk.com](mailto:info@childmindinguk.com)



## Management Committee Volunteers

NCA relies on the support and hard work put in by the voluntary management committee. The management committee is legally responsible for overseeing and monitoring the work of the Association. This year the following members served on the NCA management committee:

Name	Elected to committee	Elected as officer	Resigned
Anita Baxter (Chair)	July 2016	Sept 2016	
Lynne Jennings (Chair)	Sept 2011	Sept 2013	July 2016
Hayley Mackay (Vice Chair)	Sept 2012	March 2014	
Julie Coombes (Treasurer)	Sept 2012	Sept 2016	
Theresa Anderson	July 2016		
Tracy Bailey	Sept 2011		July 2016
Kerry Dilley	Sept 2011		July 2016
Aimee Walden	Sept 2012		March 2017
Ellen Jordan	Sept 2014		March 2016
Melanie Youngson	Sept 2015		
Carly Boddington	Sept 2015		
Peter Dilley	July 2016		

## Treasurer's Report

There was no abatement in the economic and financial environment for charities, big or small during 2016-17. Although the general economic climate improved for the UK, very few of the financial benefits filtered through to the charity sector. This was evident for NCA, as the public sector contract provided through NCC (Northamptonshire County Council), reduced from £212,937 in 2015-16 to £200,000 in 2016-17.

Income for the year 2016-17 was £228,242 compared to £310,601 in the previous year showing a 27% decrease in income, mainly due £60,000 Trajectory funding and the one off £10,000 from the Lottery Healthy Eating funding finishing in 2015-16. NCA charitable activity income from membership and sale of resources did increase from £24,347 in 2015-16 to £27,581 in 2016-17.

Expenditure in 2016-17 reduced significantly from £323,622 in 2015-16 to £238,438 in 2016-17, a 26% reduction, reflecting the loss of income mentioned above. The main areas of reduced expenditure were in the areas of office & support, equipment, marketing & promotion and payroll costs. These figures resulted in the charity having a net deficit of £10,196 for the year, reducing reserves to £137,504 from £147,700.

The charity continues to have monthly trustee meetings to discuss financial as well as other key issues affecting the charity. The current year will also be difficult for NCA, as the NCC has only committed to a 6-month contract to the end of September 2017 (see future developments page 13).

NCA will again consolidate its financial position and will continue to identify funding opportunities to ensure it does not have 'all eggs in one basket'. NCA is very resourceful and is confident of finding these opportunities, generating new funds which will build upon the core service provision.

**NORTHAMPTONSHIRE CHILDMINDING ASSOCIATION**

**STATEMENT OF FINANCIAL ACTIVITIES  
(INCORPORATING THE INCOME & EXPENDITURE ACCOUNT)  
FOR YEAR ENDED 31ST MARCH 2017**

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2016/17 £	Total 2015/16 £
<b>INCOME</b>					
<b><u>Income and Endowments</u></b>					
Donations and Legacies	2	204	-	204	763
Charitable Activities	3	27,581	-	27,581	24,347
Investments	4	457	-	457	444
Grants from Government & Other Organisations	5	200,000	-	200,000	285,047
<b>TOTAL INCOME</b>		<b>228,242</b>	<b>-</b>	<b>228,242</b>	<b>310,601</b>
<b>EXPENDITURE</b>					
<b><u>Expenditure On:</u></b>					
Raising Funds	6	11,948	3,708	15,656	19,602
Charitable Activities	7	194,507	10,290	204,797	282,880
Governance Costs	8	16,112	1,873	17,985	21,140
<b>TOTAL EXPENDITURE</b>		<b>222,567</b>	<b>15,871</b>	<b>238,438</b>	<b>323,622</b>
<b>NET INCOME/(EXPENDITURE)</b>		<b>5,675</b>	<b>(15,871)</b>	<b>(10,196)</b>	<b>(13,021)</b>
<b>TRANSFER BETWEEN FUNDS</b>	13 & 14	<b>9,184</b>	<b>(9,184)</b>	<b>-</b>	<b>-</b>
<b>NET MOVEMENT IN FUNDS</b>		<b>14,859</b>	<b>(25,055)</b>	<b>(10,196)</b>	<b>(13,021)</b>
<b><u>RECONCILIATION OF FUNDS</u></b>					
<b>TOTAL FUNDS BROUGHT FORWARD</b>	13 & 14	<b>122,645</b>	<b>25,055</b>	<b>147,700</b>	<b>160,721</b>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<b>137,504</b>	<b>-</b>	<b>137,504</b>	<b>147,700</b>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.  
All of the above amounts relate to continuing activities.

The notes on pages 12 to 14 form part of these financial statements.

# What Did You Think of Us?

## NCA Annual Survey

### Many thanks to the 62 respondents

- 81% of you rated our service good or excellent
- 77% said it was easy or very easy to contact us
- 91.5% said they were confident in seeking support
- 100% said they were treated politely and with respect
- More than 98% got the information/support they needed.

Of the 78% who accessed support prior to their Ofsted inspection, 83% thought the support helped with their Ofsted outcome. We asked how the support helped and here are some of your comments:

- It was helpful to have a sounding board and someone to say 'Don't forget this' or 'Have you thought about that?'
- Keeping me up to date on statutory requirements
- I got a better grade
- I needed advice to check I had the right and up to date paperwork
- Very thorough support and guidance which I'm sure helps me to be an outstanding rated childminder

### 53% of respondents were NCA Premium members; here are some of your comments about membership:

- Without your advice I wouldn't have achieved half of what I've managed to do in this past year, you have given me the confidence to do more and at a higher standard
- Brilliant service and information forum
- Brilliant resources
- Fantastic value for money. I enjoy the members' evenings
- Love It!

### And some of your other comments:

- Very happy with NCA would hate to lose your support, hoping we won't
- If ever I need help and advice I always get a reply within the same day if not within the hour. I feel very confident with NCA and know if I ever have a concern there is help on the other end of a phone
- Just like you to know that I have really valued NCA since I first registered as a childminder, the support has been outstanding when I have needed it. I understand you are once again coming to the end of the NCC Contract and would like to wish you all the best and hope that you are able to carry on in some form or other. Thank you to all the Staff and the voluntary members of the Management Committee.
- Thank you for your support

## Future Developments 2016 – 2017

The contract with NCC ended in March 2017. A further 6-month extension to the contract was finally awarded in April but it will not be extended beyond October 2017. NCA will do all we can to engage with NCC and provide any information required by TUPE regulations to ensure job security for staff. The business plan reflects this loss of funds and trustees have planned for the business to continue as Childminding UK, taking into account the likely income from membership, sales and training. NCA will become known as Childminding UK. The charitable status will continue but Childminding UK will be registered as a Charitable Incorporated Organisation with no trustee liability or personal responsibility and a new constitution.

### Face to Face training

NCA will be offering Safeguarding, Prevent Duty and Recording Children's Development training in Northamptonshire.

### Online Training

Two new Healthy Eating courses will be added.

### Downloadable Resources

Items on sale will include Childminding UK Quality Audit, individual policies and a startup0000000000 pack

### Membership

A monthly payment scheme will be introduced and NCA Premium members will become Childminding UK members

### Website

Childminding UK website will be completely redesigned with improved functionality and user journey. All resources and publicity will be rebranded in line with the new look website. No new information will be added to the NCA website after October and the childminding advertising service will no longer be available.

## Northamptonshire Childminding Association

[www.childmindingnorthants.org.uk](http://www.childmindingnorthants.org.uk)

Enquiry Line: 0845 838 3734

Email: [info@childmindingnorthants.org.uk](mailto:info@childmindingnorthants.org.uk)

