



# Committee Report

<b>To:</b>	Chair Nielsen and Members of the Grey County Community Services Committee
<b>Committee Date:</b>	May 18, 2023
<b>Subject / Report No:</b>	CSR-CS-12-23
<b>Title:</b>	EarlyON Service Review RFP
<b>Prepared by:</b>	Tara Cockerill
<b>Reviewed by:</b>	Anne Marie Shaw
<b>Lower Tier(s) Affected:</b>	All
<b>Status:</b>	Recommendation adopted by Committee as presented per Resolution CW83-23; Endorsed by County Council July 22, 2023, per Resolution CC42-23.

## Recommendation

1. **That report CSR-CS-12-23 regarding the request for proposal for a consultant for an Early ON Review be received for information.**

## Executive Summary

Since 2002 EarlyON programming in Grey County has been offered by County staff and a variety of third-party operators.

To ensure the service model is meeting the needs of the community and are aligned with the Ministry of Education guidelines, staff will be releasing an RFP for a service review.

## Background and Discussion

EarlyON Child and Family Centres offer free, high-quality programs for families and children from birth to six years of age. Programs include drop-in play, preregistered interactive programs with Early Childhood Educators as well as parenting programs and resources.

Since 2002 EarlyON Child and Family Centres (originally called Ontario Early Years Centres) in Grey County are offered through a variety of direct service delivery and third-party operated locations.

As programming returns to pre-covid service delivery levels, staff have identified the need to ensure that the current model of service delivery is meeting the needs of our local communities as well as operating in the most impactful manner possible. This includes general operations and administration, communication to communities, program types, hours of operation and

locations of program.

By contracting with a third party to complete a service review, staff will have the required information to develop a strategic plan that is responsive to community needs, reflects the goals of the Early Learning and Child Care division, and acts in a fiscally deliberate manner to meet the Ministry of Education operational requirements.

### **Scope of Work**

- Reviewing current EarlyON operations in the County of Grey
- Assess benchmark performance by third party and directly operated EarlyON programs
- Establish future performance measures
- Assess existing structure compared to industry standard and leading practices
- Document existing work processes and recommended alternatives
- Recommend alternate organizational structures
- Recommend an implementation plan to support future operations

### **Time Line**

- May 2023 – RFP out to community
- July 2023 – RFP awarded
- August 2023 – Consultations will begin
- Fall 2023 – Report on Findings to Council

## **Legal and Legislated Requirements**

None

## **Financial and Resource Implications**

An allocation of \$25,000.00 in provincial funding has been budgeted to support this RFP.

## **Relevant Consultation**

- Internal (list)
- External (list)

## **Appendices and Attachments**