



Essex County Council

## **Provision of Early Years and Childcare Places**

### **Project Name:**

Harlowbury Nursery Early Years and Childcare Lease Award

### **Ward:**

Old Harlow, Harlow

### **Location:**

**Harlowbury Early years provision, Gilden Park,  
Old Oak Way, Harlow, CM17 0GD.**

## **PROJECT SCOPE**

**Issued: 9<sup>th</sup> February 2026**

### **Key Dates:**

<b>Launch</b>	09 <sup>th</sup> February 2026
<b>Last date for BMC or CCDL support*</b>	20 <sup>th</sup> March 2026
<b>Closing date</b>	<b>13<sup>th</sup> April 2026</b>
<b>Quality visit</b>	08 <sup>th</sup> May 2026-22 <sup>nd</sup> May 2026
<b>Virtual Q&amp;A sessions</b>	24 <sup>th</sup> Feb & 4 <sup>th</sup> March 2026
<b>Moderation Panel</b>	9 <sup>th</sup> June 2026
<b>EY Resource Panel</b>	18 <sup>th</sup> June 2026

\* Business

Management Consultant (BMC)

\* Children's Community Development Lead (CCDL)

### **1. Essex County Council**

1.1. Essex County Council (ECC) is dedicated to improving Essex and the lives of our residents. Our ambition is to deliver the best quality of life in Britain. We will achieve this by providing high-quality, targeted services that deliver real value for money.

1.2 Everyone's Essex, our plans for Levelling Up (2021-2025)

1.3 Strategic Aims:

- Strong, inclusive and sustainable economy
- High quality environment
- Health, wellbeing and independence for all ages
- A great place for children and families to grow.

## 2. National Context

2.1 Funded Early Education Entitlement (FEEE) funding is at the heart of the Government's vision for all children to have access to high quality early years education.

- Up to 30 Funded Early Education Entitlement hours available for eligible working parents for children from the term after they turn 9 months. **(FEEE1W)**
- Up to 30 Funded Early Education Entitlement hours available for eligible working parents for children from the term after their second birthday. **(FEEE2W)**
- Up to 15 FRAS hours available for eligible two-year olds from the term after their second birthday (FRAS- Families Receiving Additional Support – Previously referred to as FEEE2)
- Up to 15 Funded Early Education Entitlement hours available for **all** three and four-year olds - universal funded provision for every child from the term following their third birthday up until they reach compulsory school age.
- Extended Funded Entitlement (EFE - 30 hours) for eligible working families of three and four-year olds (term following their third birthday up until they reach compulsory school age subject to meeting eligibility criteria).

## 3. The Project

A lease opportunity has become available for an Early Years and Childcare full day care facility on the Harlowbury school site, in Harlow.

**Please note** this lease is solely for the building. All Furniture, fixtures, and equipment (FF&E) must be provided by the successful leaseholder. The leaseholder will be responsible for all associated FF&E costs and for ensuring all equipment supplied is safe, compliant and appropriate for use within a nursery setting.

- 3.1. The lease will be issued to the successful provider on the terms as set out in Section 4 which are non-negotiable
- 3.2. The cost of the lease is in:  
Year 1 £9,700  
Year 2 £13,500  
Year 3 £19,400  
Year 4 £23,200  
Year 5 £27,000 until the rent review date of the Fifth anniversary.
- 3.3. We are looking for Good, Outstanding, (or the new rating of exceptional, strong standard, expected standard) Ofsted registered childcare providers, who would be interested in taking over this lease arrangement with Essex County Council to deliver the Early Years and Childcare full day care facility. The provider to identify the appropriate number of places that will be offered.
- 3.4. New providers will be required to provide evidence of how they will achieve and maintain a exceptional, strong standard, expected standard.
- 3.5. The provider will enter a contract with Essex County Council to deliver flexible range of FEEE places, meeting high quality standards.

Please email [FEEEQueries@essex.gov.uk](mailto:FEEEQueries@essex.gov.uk) for a copy of the current Essex FEEE provider handbook

## 4. The Scope

- 4.1 Based on identified current local need and with consideration given to potential future demand, the scope for the project MUST provide some or all of the following:
- Flexible provision of FRAS places (up to 15 hours) for 2-year-olds in Families Receiving Additional Support, from the term after their second birthday (previously referred to as FEEE2 places)
  - Flexible provision of FEEE2W places (up to 30 hours) for eligible working families.
  - Flexible provision of FEEE places for 3- and 4-year-olds (up to 15 hours universal offer)
  - Flexible provision of EFE places (up to 30 hours) for eligible children aged 3- and 4-year-olds.
  - Flexible provision of FEEE1W places (up to 30 hours) for eligible working families from the term after their child turns 9 months.
  - Close partnership working with local schools, parents and local partners including but not limited to, the Essex Child and Family Wellbeing Service, to facilitate community services.
  - The provider is willing to consider offering Wraparound places where a local need has been identified, and the premises are suitably equipped to accommodate such provision.
- 4.2 Interested providers will hold a 'Good', 'Outstanding' or 'expected standard' Ofsted judgement and aiming achieve an exceptional, strong standard, or expected standard, and ensure that all regulatory legislation (Ofsted Framework) is adhered. For new providers or those that are awaiting their first inspection, they will need to provide evidence as to how this will be achieved.
- 4.3 The Provider must have regard for the Equality Act 2010 which places a legal duty on practitioners to eliminate discriminatory practice and to promote equality of opportunity and access for all children, regardless of their own or their parents' Race, disability, religion, gender, age, gender identity, pregnancy or maternity or sexual orientation.
- 4.4 The provider must have regard for the 0-25 SEND Code of Practice which requires Early Years settings to actively promote equality of opportunity for children with special educational needs or disabilities, remove barriers to participation, make reasonable adjustments to prevent disadvantage and ensure that children with medical conditions receive the support they need. Providers are required to promote their service for children with SEND on the Essex Local Offer
- 4.5 The provider will have regard to the Essex Early Years and Childcare (EYCC) Strategy 2022-2027 and understand their role, as part of the wider EYCC system. Examples of supporting the EYCC strategy could include joining the Essex early years Charter.
- 4.6 The provider will provide monitoring information on a quarterly basis for the first year of operation [Monitoring Form](#) This will cover performance against the mobilisation plan, staff recruitment and training; take up of places and marketing strategies.

## 5. Technical Requirements

### 5.1 Regulation

The provider will be expected at all times to be meeting their registration requirements under Ofsted's Inspection framework, specifically under the following 7 key areas:

- safeguarding,
- inclusion,
- curriculum/teaching,

- achievement,
- behaviour/routines
- welfare/well-being
- leadership

#### 5.2 Early Education Funding Contract

- Sign up to an ECC Early Education Funding Contract
- Provide a flexible FEEE offer for eligible children with consideration given to increased eligibility for FEEE places
- Provide a flexible FRAS offer for eligible children
- Offer EFE places for 30 hours for eligible children
- Comply with the terms of the ECC Early Education Funding Contract at all times

#### 5.3 Compliance with the General Data Protection Regulations 2023 (GDPR)

- Registration with the Information Commissioner's Office (ICO). A registration number will be required.

#### 5.4 Safeguarding

Adhere to Southend Essex and Thurrock Safeguarding Children and Adult Guidelines [set-safeguarding-and-child-protection-procedures-2025.pdf](#)

#### 5.5 Monitoring, Recording and Reporting

- Provide monitoring (as per schedule – monitoring form) for the first year.
  - Update the Essex Early Years Provider Portal as changes occur and submit childcare sufficiency data termly

#### 5.6 Health and Safety Requirements

Providers will be expected to hold and maintain the appropriate Health and Safety policies and they be embedded into service delivery.

#### 5.7 Insurance

- public liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Project; and
- employer's liability insurance with a limit of indemnity of not less than five million pounds (£5,000,000) in relation to any one claim or series of claims arising from the Project.
- Professional Indemnity Insurance with an indemnity limit of two hundred and fifty thousand pounds (£250,000) (optional as required by the Council).

#### 5.8 Transfer of Undertakings (Protection of Employment) regulations

- ECC have been informed by the outgoing tenant, regarding the employment requirements that Transfer of Undertakings (Protection of Employment) regulations (TUPE) may not apply for previous employees as a result of this lease. However, it is the responsibility of any applicant to satisfy themselves about the legal requirements under TUPE in this instance. If you would like to contact the outgoing tenant to request any further information, please contact [nancy.okorefe@eyalliance.org.uk](mailto:nancy.okorefe@eyalliance.org.uk)
- ECC will not accept any responsibility on this point as this will be a matter solely between the successful applicant and the outgoing childcare provider.

Further information can be found at:

<https://www.acas.org.uk/>

### 8. Site Visit

- This site is under construction however we will be holding online drop-in sessions on Tuesday February 24<sup>th</sup> 10am-12pm and Wednesday March 4<sup>th</sup> 1pm-3pm. These can be arranged by emailing [ey.capitalgrants@essex.gov.uk](mailto:ey.capitalgrants@essex.gov.uk)

