

LEPS P&C Minutes 19th August 2025

Transition of LEPS BASC to P&C: Gemma Quinn, Chief Executive Officer, P&C Federation NSW. Summary of Presentation and Queries:

Documents circulated before the meeting:

- OOSH to P&C powerpoint Presentation, the P&C Federation requested LEPS P&C executive review this, prepare questions and have a pre-meeting discussion to allow for a tailored presentation.
- Vice President Briefing Note
- LEPS BASC (Before and After School Care) Summary.

Attendees: 20 present including Lindfield Public School P&C President & VP. 20 LEPS parents attended online.

Background: The LEPS BASC is currently Parent-Managed. The BASC Committee along with the Centre Director run all the operations of LE BASC. There was a NSW Government decision in 2021 that Parent-run BASCs are no longer a category that is exempt from the tender process. The tender process is independent and managed by NSW Department of Education. However, P&C-run BASC **are exempt** from the tender process.

To date, no parent-led BASC who has gone to a tender has been able to win against for-profit providers.

At the time of this meeting, not one OOSH (Outside of School Hours Care) has completed the transition to P&C.

Options:

- Keep BASC as Parent-led provider – the current licence is in 'holdover' status until the P&C decide against taking over BASC – a tender process will commence with commercial or other providers.
- Move the BASC under the P&C – the BASC will move completely under the auspices of the existing P&C and remain a not-for-profit entity.

Key Considerations:

- For-profit providers even if they win the tender with certain criteria (pricing, offering, etc) are able to adjust their license terms within six months of accepting the service, this has resulted in centres increasing fees.
- Two commercial operators have won most tenders. Their centralised programs generally employ casual staff that move around centres & work to minimum ratios. Recent press coverage highlights child protection standards and compliance with national laws. By contrast, only 1 out of 187 parent-managed OOSH has ever been prosecuted.
- To get through the BASC transition to P&C - it is likely to take approximately 2 years. As more OOSHes go through this process, timeframes will be further streamlined. The P&C Federation are employing additional staff, providing info booklets to help support the process.
- There is a large administrative aspect to this transition – so volunteers are needed to help with this.

Next steps, Due Diligence:

- Due Diligence is recommended before the P&C consider taking on BASC, this doesn't need to be overly complicated. Use recent data, attendance/fee revenue etc. Review off-balance sheet liabilities and all current contracts. The last two Assessment & Ratings can measure quality of services/care. After the DD is reviewed, a vote is put to the P&C membership.

Structures for P&C-run BASC:

- PMC (Person with Management or Control), will be all the P&C office bearers and will need to sit an open-book multiple choice test to become a registered provider. This is likely to be a one-off test; future office bearers will not be required to sit the knowledge test.
- Limited liability, the P&C as an incorporated entity assumes responsibility for legal and financial obligations rather than its individual officers. Ensure appropriate insurance coverage.

Risks:

- Ensuring all entities of the current BASC are transferred properly ie staff employment, assets etc. Employment contracts could possibly be novated across.
- Make sure provider approval, licence, CCS approval are in place when BASC officially operates under P&C.

Other items:

- Lindfield PS representatives provided invaluable insight, they are much further along in the process – looking to complete the transition by April 2026 (when their licence expires). They outsourced Due Diligence, their P&C membership voted unanimously in favour to transfer (a lot of parents use OOSH). Their surplus was rolled into the P&C cash balance. Two OOSH parent committee office bearers became P&C VP/exec and subcommittee convenor.
- Diane is supportive of a not-for-profit, P&C-run BASC.
- The Presentation was useful in facilitating a meeting between the P&C and the BASC parent committee members. It also brought to attention the issue to the wider school community.
- A parliamentary inquiry into the quality of early childhood care in NSW is underway and due to finish in March 2026. The outcome may affect OOSH Transition. At this stage we are actively pursuing steps towards voting.

Costs

- Anticipated costs are around \$26,500 (with the small potential for a \$10,000 grant at the end of the transition). The number of grants available is limited.

Timelines:

- It is likely that the vote on this transition will occur no earlier than at the AGM in Term 1 2026.
- Due Diligence will be completed prior to the vote and information will be provided to P&C members for review.

Action:

- If you are not a member of the P&C, and you would like to vote on the BASC transition plan you will need to sign up and pay the membership fee (\$1) – use this link: <https://forms.gle/WhoxRhXNGt1UCivv6>